



Freeport City Council
April 23, 2020
Regular Council Meeting



City of Freeport
REGULAR COUNCIL MEETING AGENDA

April 23, 2020, 6:30 PM

Telephone Conference

1. **Meeting Called to Order**
2. **Public Comment**
3. **Request for Placement on the City Council Agenda**
 - a. Robert Clyburn - Request for a discounted rate for city sewer connection TAB 1
4. **Approval of Consent Agenda - TAB 2**
 - a. Bills Paid
 - b. Revenue & Expenditure Report through March 31, 2020
 - c. Regular Council Meeting Minutes February 11, 2020
 - d. Regular Council Meeting Minutes February 27, 2020
5. **Staff Reports**
 - a. Water - none.
 - b. Sewer - none.
 - c. Parks
 1. Updates
 - d. City Clerk - none.
 - e. Finance
 1. Budget Amendment #4 TAB 3
 - f. Billing - none.
 - g. Planning
 1. Ships Chandler Phase II Development Project TAB 4
 2. LDC Ordinance - Special Events/2nd Reading TAB 5
 3. Resolution - Design Guidelines for Freeport Government Complex TAB 6
 - h. Legal - none.

- i. Engineering
 - 1. Freeport Government Complex Master Plan

6. Old Business

7. New Business

- a. Mayor Russ Barley
- b. Councilwoman Brannon
- c. Councilman Farris
 - 1. Council on Aging
- d. Councilwoman Green
 - 1. City Dumpsters
 - 2. Hiring
 - 3. Emergency Measures
- e. Councilwoman Haffner
- f. Councilman McCormick

8. Adjournment

The City of Freeport may take action on any matter during this meeting, including items that are not set forth within this agenda.

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the City Clerk's office at 850-835-2822 by 5:00 p.m. on the day prior to the meeting.

No verbatim record by a certified court reporter is made of these proceedings. Accordingly, any person who may seek to appeal any decision involving the matters noticed herein will be responsible for making a verbatim record of the testimony and evidence at these proceedings upon which any appeal is to be based (see Section 286.0105, Florida Statutes).

CITY OF FREEPORT



REQUEST FOR PLACEMENT ON CITY COUNCIL AGENDA

Date Submitted: 4/9/2020

NAME(S): Robert Chase Clyburn

Physical Address:
37 Eventide Ln Freeport, FL 32439

Mailing Address:
37 Eventide Ln Freeport, FL 32439

Phone Number: Work/Home/Cell (circle one) (850)842-9367

Matter to come before the Council (give specific details & attach documentation):
I bring before the city council a request regarding a discounted rate for a City Sewer Connection. I have received a quote from the City of Freeport on 2/24/20 totaling 8,577.57\$. We are unable to afford this price during the current pandemic which we are all struggling. I have spoken to two other companies one of which will abandon the septic tank, with appropriate permits, and the second to provide and install the grinder pump and install and connect all appropriate piping from our home to the city sewer, including all required permits, for 5,500\$. I am approved for a loan from Regions bank of 11,000\$ and request a discounted rate of 4,500\$ for the City Sewer Connection so I can afford the work I need at my home.

FOR DEVELOPMENT PROJECTS, CODE ENFORCEMENT, FLOODPLAIN MANAGEMENT, LAND USE CHANGES, ZONING CHANGES AND BUILDING PERMITS: ADMINISTERED PROCESSED & SCHEDULED BY CITY PLANNER

Is this matter informational/no vote required? YES x NO _____

If this matter DOES NOT REQUIRE ACTION/is only to provide an update or information, please provide the following, un-stapled/un-bound:

1. 1-page brief with background/history and update/information (example attached)
2. Maps/site plans/tables/flier/program (if pertinent)

If this matter DOES REQUIRE ACTION (vote) by the Council, please indicate if it is:

- _____ PROPOSED ORDINANCE; and provide un-stapled/un-bound
1. 1-page brief with background/history and update/information
 2. Draft Ordinance with Exhibits
 3. Background documentation
 4. Maps/site plans (if pertinent)

CITY OF FREEPORT



_____ PROPOSED RESOLUTION; and provide un-stapled/un-bound

1. 1-page brief with background/history and update/information
2. Draft Resolution
3. Background documentation
4. Maps/site plans/tables (if pertinent)

_____ REQUEST FOR WAIVER OF RENTAL FEES; and provide un-stapled/un-bound

1. 1-page brief with background/history and description of waiver request (example attached)
2. Background documentation

_____ OTHER; and provide un-stapled/un-bound

1. 1-page brief with background/history and update/information (example attached)
2. Background documentation
3. Maps/site plans/tables (if pertinent)

Notes:

- The City Council may request additional information and review regarding any item placed on any council agenda and may table items as deemed necessary.
- Any matter which may require a legal opinion by the City Attorney may require additional submittals and may be tabled to a subsequent meeting for additional review.

SCHEDULE TO BE PLACED ON CITY COUNCIL AGENDA

The City Council has set the below schedule in order for staff to be able to compile and produce the council meeting agenda package:

1st Tuesday	<u>1 week prior to meeting with completed request form and required attachments by 4:00 pm to the City Clerk</u>
4th Thursday	

INTAKE REVIEW

Paperwork Received : <u>4 19 2020</u> (date) & <u>6:55</u> (time) <u>P.M.</u>	
	Staff Reviewer: <u>Don Coy</u>
Information needed to complete package: <u>None.</u>	

Resubmitted Package for Completeness Review: ___/___/___ (date) ___:___ (time)	
Complete <input type="checkbox"/> Incomplete <input type="checkbox"/>	Staff Reviewer: _____
Package determined to require legal review by _____ (Name) YES <input type="checkbox"/> NO <input type="checkbox"/>	

Tab 2

CITY OF FREEPORT
Print Invoice Edit Report for Batch: 12798

Batch: 12798 / Period: 04.09.2020 /Sorted By: Input Order

Vendor	Name	Invoice:		Job#	
91	CHELCO	700108807-MARCH.2020	ELECTRIC POWER SERVICE	PO#: 0	
	Inv Date: 04.02.2020	Inv Amt: 18,819.40	Payment: 0	Name: CHELCO	
	Due Date: 05.02.2020	Retain: 0.00	Amt Paid: 0.00	Addr: PO BOX 512	
	Disc Date: 04.02.2020	Discount: 0.00	Pd Date:	: DEFUNIAK SPRINGS FL 32435-0512	

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	ADMIN - ELECTRIC POWER SERVICE	0.00	0.00	856.80		001-510-44300 Utilities	
2	STREETS - ELECTRIC POWER SERVI	0.00	0.00	26.67		001-541-44300 Utilities	
3	PARKS - ELECTRIC POWER SERVICE	0.00	0.00	2,611.34		001-572-44300 Utilities	
4	WATER - ELECTRIC POWER SERVICE	0.00	0.00	5,873.98		410-533-44300 Utilities	
5	NORTH BAY - ELECTRIC POWER SER	0.00	0.00	721.75		412-534-44300 Utilities	
6	SEWER - ELECTRIC POWER SERVICE	0.00	0.00	8,728.86		420-535-44300 Utilities	
*** TOTAL ***			0.00	18,819.40			

Vendor	Name	Invoice:		Job#	
1969	CITY OF FREEPORT GENERAL SINKI	SINKING.APRIL2020	GENERAL SINKING ACT APRIL 2020	PO#: 0	
	Inv Date: 04.09.2020	Inv Amt: 12,866.67	Payment: 0	Name:	
	Due Date: 05.09.2020	Retain: 0.00	Amt Paid: 0.00	Addr:	
	Disc Date: 04.09.2020	Discount: 0.00	Pd Date:		

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	GENERAL SINKING ACCT 1ST QTR 2	0.00	0.00	12,866.67		001-15120 Sinking Account	
*** TOTAL ***			0.00	12,866.67			

Vendor	Name	Invoice:		Job#	
51	CITY OF FREEPORT - WATER SINKI	SINKING.APRIL2020	WATER SINKING ACCT APRIL 2020	PO#: 0	
	Inv Date: 04.09.2020	Inv Amt: 36,028.00	Payment: 0	Name:	
	Due Date: 05.09.2020	Retain: 0.00	Amt Paid: 0.00	Addr:	
	Disc Date: 04.09.2020	Discount: 0.00	Pd Date:		

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	WATER SINKING ACCT 1ST QTR 202	0.00	0.00	36,028.00		410-15120 Sinking Account	
*** TOTAL ***			0.00	36,028.00			

Vendor	Name	Invoice:		Job#	
760	CITY OF FREEPORT	SINKING.APRIL2020	NB SINKING ACCT APRIL 2020	PO#: 0	
	Inv Date: 04.09.2020	Inv Amt: 45,121.25	Payment: 0	Name:	
	Due Date: 05.09.2020	Retain: 0.00	Amt Paid: 0.00	Addr:	
	Disc Date: 04.09.2020	Discount: 0.00	Pd Date:		

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	NORTH BAY SINKING ACCT 1ST QTR	0.00	0.00	45,121.25		412-15120 Sinking Account	
*** TOTAL ***			0.00	45,121.25			

Vendor	Name	Invoice:		Job#	
5	CITY OF FREEPORT SEWER SINKING	SINKING.APRIL2020	SEWER SINKING ACCT APRIL 2020	PO#: 0	
	Inv Date: 04.09.2020	Inv Amt: 4,000.00	Payment: 0	Name:	
	Due Date: 05.09.2020	Retain: 0.00	Amt Paid: 0.00	Addr:	
	Disc Date: 04.09.2020	Discount: 0.00	Pd Date:		

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SEWER SINKING ACCT 1ST QTR 202	0.00	0.00	4,000.00		420-15120 Sinking Account	
*** TOTAL ***			0.00	4,000.00			

Vendor	Name	Invoice:		Job#	
2220	QUADIENT FINANCE USA INC	POSTAGE-MARCH2020	POSTAGE - MARCH 2020	PO#: 0	
	Inv Date: 03.30.2020	Inv Amt: 200.00	Payment: 0	Name:	
	Due Date: 04.29.2020	Retain: 0.00	Amt Paid: 0.00	Addr:	
	Disc Date: 03.30.2020	Discount: 0.00	Pd Date:		

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	ADMIN - POSTAGE MARCH 2020	0.00	0.00	7.54		001-510-44200 Postage	

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Vendor	Name						
2	FINANCE - POSTAGE MARCH 2020	0.00	0.00	106.07		001-513-44200	FINANCE - POSTA
3	PLANNING - POSTAGE MARCH 2020	0.00	0.00	40.61		001-515-44200	PLANNING - POST
4	BILLING - POSTAGE MARCH 2020	0.00	0.00	6.98		001-519-44200	BILLING - POSTA
5	POSTAGE FOR PARKS - POSTAGE MA	0.00	0.00	8.56		001-510-44200	Postage
6	POSTAGE FOR WATER - POSTAGE MA	0.00	0.00	30.24		001-519-44200	BILLING - POSTA
*** TOTAL ***				0.00	200.00		

129 FREEPORT AUTO PARTS Invoice: MARCH.2020 PARTS FOR WATER - MARCH 2020 PO#: 1273
 Inv Date: 03.31.2020 Inv Amt: 373.19 Payment: 0 Name:
 Due Date: 04.30.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 03.31.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	BLANKET PO FOR WATER PER LARRY	0.00	373.19	373.19		410-533-44610	Vehicle & Equip
*** TOTAL ***			373.19	373.19			

129 FREEPORT AUTO PARTS Invoice: MARCH.2020.SEWER PARTS FOR SEWER MARCH 2020 PO#: 1257
 Inv Date: 03.31.2020 Inv Amt: 197.99 Payment: 0 Name:
 Due Date: 04.30.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 03.31.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	BLANKET PO FOR SEWER PER BH	0.00	197.99	197.99		420-535-44610	Vehicle & Equip
*** TOTAL ***			197.99	197.99			

16 TERMINIX PEST CONTROL Invoice: 1609156-1STQTR2020 QUARTERLY PEST CONTROL PO#: 0
 Inv Date: 03.10.2020 Inv Amt: 401.00 Payment: 0 Name:
 Due Date: 04.09.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 03.10.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	BLOUNT HOUSE - QUARTERLY PEST	0.00	0.00	87.00		001-510-44640	Blount House Op
2	CITY HALL - QUARTERLY PEST CON	0.00	0.00	82.00		001-510-44600	Bldg Maint & Fu
3	HERITAGE MUSEUM - QUARTERLY PE	0.00	0.00	79.00		001-510-44630	Heritage Museum
4	WATER - QUARTERLY PEST CONTROL	0.00	0.00	79.00		410-533-44600	Bldg Maint & Fu
5	PLANNING - QUARTERLY PEST CONT	0.00	0.00	74.00		001-515-44600	Planning - Bldg
*** TOTAL ***			0.00	401.00			

1565 EMERALD COAST FLOWERS & GIFTS Invoice: 422 FLOWERS FOR MAC GOMES PO#: 0
 Inv Date: 03.31.2020 Inv Amt: 50.00 Payment: 0 Name:
 Due Date: 04.30.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 03.31.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	FLOWERS FOR MAC GOMES' HOSPITA	0.00	0.00	50.00		001-510-44920	Miscellaneous E
*** TOTAL ***			0.00	50.00			

2095 WARREN AVERETT CPAS & ADVISORS Invoice: 1269587 AUDIT BILLING FY 2019 PO#: 0
 Inv Date: 03.31.2020 Inv Amt: 5,000.00 Payment: 0 Name:
 Due Date: 04.30.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 03.31.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	PROGRESS BILLING FY 2019	0.00	0.00	5,000.00		001-513-43200	FINANCE - AUDIT
*** TOTAL ***			0.00	5,000.00			

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Vendor	Name						
1922	UPS STORE	Invoice: 4031	PARK CLOSED SIGNS		PO#: 1527		
	Inv Date: 04.02.2020	Inv Amt: 270.00	Payment: 0	Name:			
	Due Date: 05.02.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 04.02.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	PARKS CLOSED SIGNS FOR CHARLIE	1.00	270.00	270.00		001-572-43130 Outside Labor &	
*** TOTAL ***			270.00	270.00			
78	AQUA PRODUCTS	Invoice: 20200473	MONTHLY CYLINDER RENTAL		PO#: 0		
	Inv Date: 04.01.2020	Inv Amt: 270.00	Payment: 0	Name:			
	Due Date: 05.01.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 04.01.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SEWER - MONTHLY CYLINDER RENTA	0.00	0.00	135.00		420-535-45200 Operating Suppl	
2	WATER - MONTHLY CYLINDER RENTA	0.00	0.00	135.00		410-533-45200 Operating Suppl	
*** TOTAL ***			0.00	270.00			
128	FRANK'S CASH & CARRY	Invoice: 2003-023053	LUMBER FOR TRAIL PARK		PO#: 1503		
	Inv Date: 03.16.2020	Inv Amt: 796.33	Payment: 0	Name:			
	Due Date: 04.15.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 03.16.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	LUMBER FOR TRAIL PARK PER CHAR	1.00	796.33	796.33		001-572-46360 TRAILS GRANT	
*** TOTAL ***			796.33	796.33			
128	FRANK'S CASH & CARRY	Invoice: CONCESSION.STAND	MATERIALS FOR CONCESSION STAND		PO#: 0		
	Inv Date: 03.25.2020	Inv Amt: 330.05	Payment: 0	Name:			
	Due Date: 04.24.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 03.25.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	MATERIALS & SUPPLIES FOR NEW C	0.00	0.00	330.05		001-572-46200 Building Improv	
*** TOTAL ***			0.00	330.05			
128	FRANK'S CASH & CARRY	Invoice: PARKS-GENERAL.MAR20	OPERATING SUPPLIES FOR PARKS		PO#: 0		
	Inv Date: 03.25.2020	Inv Amt: 59.73	Payment: 0	Name:			
	Due Date: 04.24.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 03.25.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	OPERATING SUPPLIES FOR PARKS A	0.00	0.00	59.73		001-572-45200 Operating Suppl	
*** TOTAL ***			0.00	59.73			
128	FRANK'S CASH & CARRY	Invoice: PARKS-TRAILS-MAR2020	MATERIALS/SUPPLIES FOR TRAILS		PO#: 0		
	Inv Date: 03.25.2020	Inv Amt: 68.38	Payment: 0	Name:			
	Due Date: 04.24.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 03.25.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	PURCHASED FOR TRAILS	0.00	0.00	68.38		001-572-46360 TRAILS GRANT	
*** TOTAL ***			0.00	68.38			
128	FRANK'S CASH & CARRY	Invoice: 20495403	SUPPLIES - ADMIN		PO#: 0		
	Inv Date: 03.05.2020	Inv Amt: 7.59	Payment: 0	Name:			

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Vendor	Name						
	Due Date: 04.04.2020		Retain:	0.00	Amt Paid:	0.00	Addr:
	Disc Date: 03.05.2020		Discount:	0.00	Pd Date:		
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	CUSTODIAL SUPPLIES - ADMIN	0.00	0.00	7.59		001-510-44600 Bldg Maint & Fu	
*** TOTAL ***			0.00	7.59			
128	FRANK'S CASH & CARRY	Invoice: WATER.MARCH2020		BLANKET PO FOR WATER		PO#: 1422	
	Inv Date: 03.25.2020	Inv Amt:	138.31	Payment: 0	Name:		
	Due Date: 04.24.2020	Retain:	0.00	Amt Paid:	0.00	Addr:	
	Disc Date: 03.25.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	BLANKET PO FOR WATER PER LARRY	0.00	138.31	138.31		410-533-45200 Operating Suppl	
*** TOTAL ***			138.31	138.31			
128	FRANK'S CASH & CARRY	Invoice: WATER-MAR2020-NEWPO		BLANKET PO FOR WATER		PO#: 1492	
	Inv Date: 03.25.2020	Inv Amt:	157.33	Payment: 0	Name:		
	Due Date: 04.24.2020	Retain:	0.00	Amt Paid:	0.00	Addr:	
	Disc Date: 03.25.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	BLANKET PO FOR WATER PER LARRY	1.00	157.33	157.33		410-533-45200 Operating Suppl	
*** TOTAL ***			157.33	157.33			
128	FRANK'S CASH & CARRY	Invoice: SEWER-MARCH2020		BLANKET PO FOR SEWER		PO#: 1256	
	Inv Date: 03.25.2020	Inv Amt:	409.42	Payment: 0	Name:		
	Due Date: 04.24.2020	Retain:	0.00	Amt Paid:	0.00	Addr:	
	Disc Date: 03.25.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	BLANKET PO FOR SEWER PER BH	0.00	409.42	409.42		420-535-45200 Operating Suppl	
*** TOTAL ***			409.42	409.42			
1939	FIRST FLORIDA BANK	Invoice: MYFLACO.COM.031320		CLERK OF COURT RECORDING FEE		PO#: 1500	
	Inv Date: 03.13.2020	Inv Amt:	20.70	Payment: 0	Name:		
	Due Date: 04.12.2020	Retain:	0.00	Amt Paid:	0.00	Addr:	
	Disc Date: 03.13.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	RECORDING AT CLERK OF COURTS P	1.00	20.00	20.70		001-510-43100 Legal Services	
*** TOTAL ***			20.00	20.70			
1939	FIRST FLORIDA BANK	Invoice: LOGMEIN.INC.032420		SERVICE PER CLERK		PO#: 1515	
	Inv Date: 03.24.2020	Inv Amt:	24.48	Payment: 0	Name:		
	Due Date: 04.23.2020	Retain:	0.00	Amt Paid:	0.00	Addr:	
	Disc Date: 03.24.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	NEW SERVICE PER LORI	1.00	24.48	24.48		001-510-45410 Membership Fees	
*** TOTAL ***			24.48	24.48			
1939	FIRST FLORIDA BANK	Invoice: WEBSTAUANT		CONCESSION-PARKS		PO#: 0	
	Inv Date: 03.03.2020	Inv Amt:	98.96	Payment: 0	Name:		
	Due Date: 04.02.2020	Retain:	0.00	Amt Paid:	0.00	Addr:	
	Disc Date: 03.03.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA

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Vendor	Name
1	PURCHASE FROM THE WEBSTAIRANT

0.00	0.00	98.96	001-572-46200	Building Improv
-----		-----		
*** TOTAL ***	0.00	98.96		

1939 FIRST FLORIDA BANK Invoice: DROPBOX-031720 MONTHLY RENEWAL FOR DROPBOX PO#: 0
 Inv Date: 03.17.2020 Inv Amt: 125.00 Payment: 0 Name:
 Due Date: 04.16.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 03.17.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	MONTHLY RENEWAL FOR DROPBOX	0.00	0.00	125.00		001-510-45100	Office Supplies
-----		-----	-----	-----			
*** TOTAL ***		0.00	0.00	125.00			

1939 FIRST FLORIDA BANK Invoice: LOWES-032720 MITER BOLT KIT - CONCESSIONS PO#: 0
 Inv Date: 03.27.2020 Inv Amt: 16.56 Payment: 0 Name:
 Due Date: 04.26.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 03.27.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	COUNTERTOP MITER BOLT KIT - CO	0.00	0.00	16.56		001-572-46200	Building Improv
-----		-----	-----	-----			
*** TOTAL ***		0.00	0.00	16.56			

1939 FIRST FLORIDA BANK Invoice: DIGIUM-032720 MONTHLY CHG FOR TELEPHONES PO#: 0
 Inv Date: 03.27.2020 Inv Amt: 912.22 Payment: 0 Name:
 Due Date: 04.26.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 03.27.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	MONTHLY CHARGE FOR TELEPHONE S	0.00	0.00	912.22		001-510-44100	Telephone Expen
-----		-----	-----	-----			
*** TOTAL ***		0.00	0.00	912.22			

2171 PHILLIPS TURF SCIENCE LLC Invoice: 41442 INSECT CONTROL SPORTS COMPLEX PO#: 0
 Inv Date: 04.06.2020 Inv Amt: 1,500.00 Payment: 0 Name:
 Due Date: 05.06.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 04.06.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	MONTHLY INSECT CONTROL - SPORT	0.00	0.00	1,500.00		001-572-44690	Grounds Mainten
-----		-----	-----	-----			
*** TOTAL ***		0.00	0.00	1,500.00			

820 COASTAL EQUIP RENTAL OF SW Invoice: 127010 REPLACED STOLEN LEAF BLOWER PO#: 1530
 Inv Date: 04.06.2020 Inv Amt: 424.96 Payment: 0 Name:
 Due Date: 05.06.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 04.06.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	PURCHASED NEW LEAF BLOWER TO R	1.00	424.96			410-533-44610	Vehicle & Equip
				424.96		410-533-45200	Operating Supplies
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*** TOTAL ***			424.96	424.96			

16 TERMINIX PEST CONTROL Invoice: 395310234-Q1.2020 PEST CONTROL - SPORTS COMPLEX PO#: 0
 Inv Date: 03.24.2020 Inv Amt: 174.00 Payment: 0 Name:
 Due Date: 04.23.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 03.24.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	QUARTERLY PEST CONTROL 655 &	0.00	0.00	174.00		001-572-44600	Bldg Maint & Fu
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	*** TOTAL ***		0.00			174.00	
1807	GARLAND LAWN CONTROL	Invoice: 391253		MARCH 2020 LAWN TREATMENT		PO#: 0	
	Inv Date: 04.06.2020	Inv Amt: 1,660.00	Payment: 0	Name:			
	Due Date: 05.06.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 04.06.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	MARCH 2020 LAWN TREATMENT	0.00	0.00	1,660.00		001-572-43130 Outside Labor &	
	*** TOTAL ***		0.00	1,660.00			
531	READY MIX USA	Invoice: 9441600986		CONCRETE FOR DISC GOLF		PO#: 0	
	Inv Date: 03.30.2020	Inv Amt: 435.00	Payment: 0	Name:			
	Due Date: 04.29.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 03.30.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	CONCRETE FOR DISC GOLF AREA	0.00	0.00	435.00		001-572-44660 R&M - Sports Co	
	*** TOTAL ***		0.00	435.00			
861	QUALITY GLASS LLC	Invoice: 33171-ALARMLOCK		ALARM LOCK SECURITY GLASS		PO#: 0	
	Inv Date: 06.07.2020	Inv Amt: 1,095.89	Payment: 0	Name:			
	Due Date: 07.07.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 06.07.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	ALARM LOCK FOR LOBBY SECURITY	0.00	0.00	1,095.89		001-510-44600 Bldg Maint & Fu	
	*** TOTAL ***		0.00	1,095.89			
1785	SITE ONE LANDSCAPE SUPPLY	Invoice: 98125138-001		SUPLIES FOR PARKS		PO#: 1523	
	Inv Date: 03.27.2020	Inv Amt: 226.39	Payment: 0	Name:			
	Due Date: 04.26.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 03.27.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SUPLIES FOR PARKS PER TRAVIS	1.00	226.39	226.39		001-572-44690 Grounds Mainten	
	*** TOTAL ***		226.39	226.39			
548	PRO CHEM, INC.	Invoice: 67452		HAND AID - 4 GALLON BOX		PO#: 0	
	Inv Date: 04.06.2020	Inv Amt: 198.66	Payment: 0	Name:			
	Due Date: 05.06.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 04.06.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	HAND AID - 4 GALLON BOX	0.00	0.00	198.66		420-535-45200 Operating Suppl	
	*** TOTAL ***		0.00	198.66			
1854	GREENSOUTH SOLUTIONS LLC	Invoice: 2054		REMOVAL OF BIOSOLIDS MARCH2020		PO#: 0	
	Inv Date: 03.31.2020	Inv Amt: 37,700.00	Payment: 0	Name:			
	Due Date: 04.30.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 03.31.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	REMOVAL OF 58 LOADS OF LIQUID	0.00	0.00	37,700.00		420-535-43130 Outside Labor &	
	*** TOTAL ***		0.00	37,700.00			
1221	LOWE'S	Invoice: 987257		NEW REFRIGERATOR BLOUNT HOUSE		PO#: 1482	

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Inv Date: 03.04.2020 Inv Amt: 606.22 Payment: 0 Name:
Due Date: 04.03.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 03.04.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	NEW REFRIGERATOR FOR BLOUNT HO	1.00	606.22	606.22		001-510-44640 Blount House Op	
*** TOTAL ***			606.22	606.22			

1221 LOWE'S Invoice: 901347 SUPPLIES - PARKS 3.30.20 PO#: 0
Inv Date: 03.30.2020 Inv Amt: 66.14 Payment: 0 Name:
Due Date: 04.29.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 03.30.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SUPPLIES - PARKS	0.00	0.00	66.14		001-572-45200 Operating Suppl	
*** TOTAL ***			0.00	66.14			

1955 FUTURE LABS, INC. Invoice: 20-63DW-CHEM 3 YEAR ANNUAL SAMPLES PO#: 1531
Inv Date: 04.03.2020 Inv Amt: 8,744.00 Payment: 0 Name:
Due Date: 05.03.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 04.03.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	3 YEAR ANNUAL WATER TESTING PE	1.00	8,744.00	8,744.00		410-533-43135 Outside Lab Ser	
*** TOTAL ***			8,744.00	8,744.00			

1202 QUILL Invoice: 5889537 INK FOR PLANNING PO#: 1525
Inv Date: 03.30.2020 Inv Amt: 414.96 Payment: 0 Name:
Due Date: 04.29.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 03.30.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	INK FOR PLANNING PER MARGE	1.00	414.96	414.96		001-515-45100 PLANNING - OFFI	
*** TOTAL ***			414.96	414.96			

1202 QUILL Invoice: 5889537-CREDIT INK GOT LOST IN SHIPPING PO#: 1525
Inv Date: 04.07.2020 Inv Amt: 414.96- Payment: 0 Name:
Due Date: 05.07.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 04.07.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	INK FOR PLANNING PER MARGE	0.00	0.00	414.96-		001-515-45100 PLANNING - OFFI	
*** TOTAL ***			0.00	414.96-			

1202 QUILL Invoice: 5754626 JANITORIAL SUPPLIES PO#: 1509
Inv Date: 03.23.2020 Inv Amt: 109.96 Payment: 0 Name:
Due Date: 04.22.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 03.23.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	CLEANING PRODUCTS PER JAMES	1.00	109.96	109.96		001-510-45100 Office Supplies	
*** TOTAL ***			109.96	109.96			

748 POWERPLAN Invoice: 1251145 BLANKET FOR SEWER PO#: 1259
Inv Date: 03.12.2020 Inv Amt: 10.95 Payment: 0 Name:
Due Date: 04.11.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 03.12.2020 Discount: 0.00 Pd Date:

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Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	BLANKET PO PER BH	0.00	10.95	10.95		420-535-44610 Vehicle & Equip	
*** TOTAL ***			10.95	10.95			

748 POWERPLAN Invoice: 1256163 BLANKET FOR SEWER PO#: 1259
 Inv Date: 03.25.2020 Inv Amt: 10.52 Payment: 0 Name:
 Due Date: 04.24.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 03.25.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	BLANKET PO PER BH	0.00	10.52	10.52		420-535-44610 Vehicle & Equip	
*** TOTAL ***			10.52	10.52			

748 POWERPLAN Invoice: 1256766 BACKHOE REPAIR-WATER PO#: 1519
 Inv Date: 03.26.2020 Inv Amt: 4,845.85 Payment: 0 Name:
 Due Date: 04.25.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 03.26.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	BACKHOE REPAIR FOR WATER PER L	1.00	4,845.85	4,845.85		410-533-44610 Vehicle & Equip	
*** TOTAL ***			4,845.85	4,845.85			

748 POWERPLAN Invoice: 1256784 KEYS FOR BACKHOE PO#: 1519
 Inv Date: 03.26.2020 Inv Amt: 12.54 Payment: 0 Name:
 Due Date: 04.25.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 03.26.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	BACKHOE REPAIR FOR WATER PER L	0.00	0.00	12.54		410-533-44610 Vehicle & Equip	
*** TOTAL ***			0.00	12.54			

1202 QUILL Invoice: 5863461 BATTERIES PO#: 1521
 Inv Date: 03.27.2020 Inv Amt: 19.99 Payment: 0 Name:
 Due Date: 04.26.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 03.27.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	BATTERIES	1.00	19.99	19.99		001-510-45100 Office Supplies	
*** TOTAL ***			19.99	19.99			

1762 HAWKINS INC Invoice: 4691825 SUPPLIES FOR SEWER PO#: 1522
 Inv Date: 04.02.2020 Inv Amt: 3,402.91 Payment: 0 Name:
 Due Date: 05.02.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 04.02.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SUPPLIES FOR SEWER PER ROBERT	1.00	3,402.91	3,402.91		420-535-45200 Operating Suppl	
*** TOTAL ***			3,402.91	3,402.91			

1812 FERGUSON WATERWORKS Invoice: 1337663 BLANKET PO FOR SEWER PO#: 1262
 Inv Date: 03.17.2020 Inv Amt: 378.36 Payment: 0 Name:
 Due Date: 04.16.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 03.17.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	BLANKET PO FOR SEWER PER BH	0.00	378.36	378.36		420-535-44620 System Maint &	

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*** TOTAL *** 378.36 378.36

1812 FERGUSON WATERWORKS Invoice: 1337663-1 BLANKET PO FOR SEWER PO#: 1262
 Inv Date: 03.24.2020 Inv Amt: 113.90 Payment: 0 Name:
 Due Date: 04.23.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 03.24.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	BLANKET PO FOR SEWER PER BH	0.00	113.90	113.90		420-535-44620 System Maint &	

*** TOTAL *** 113.90 113.90

1812 FERGUSON WATERWORKS Invoice: 1338975 BLANKET PO FOR SEWER PO#: 1262
 Inv Date: 03.27.2020 Inv Amt: 97.91 Payment: 0 Name:
 Due Date: 04.26.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 03.27.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	BLANKET PO FOR SEWER PER BH	0.00	97.91	97.91		420-535-44620 System Maint &	

*** TOTAL *** 97.91 97.91

*** GRAND TOTALS *** 21,793.93 188,596.71 0.00 DISCOUNTS

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Account Number	Description	Debits	Credits	Other	
001-15120	Sinking Account	12,866.67	0.00	0.00	
001-20200	Accounts Payable	414.96	30,972.03-	0.00	
001-24100	Encumbrance Reserve	2,488.33	0.00	0.00	
001-24300	Encumbrances	0.00	2,488.33-	0.00	
001-510-43100	Legal Services	20.70	0.00	0.00	
001-510-43100	Legal Services	0.00	0.00	20.00	ENC LIQ
001-510-44100	Telephone Expense	912.22	0.00	0.00	
001-510-44200	Postage	16.10	0.00	0.00	
001-510-44300	Utilities	856.80	0.00	0.00	
001-510-44600	Bldg Maint & Furniture	1,185.48	0.00	0.00	
001-510-44630	Heritage Museum Center	79.00	0.00	0.00	
001-510-44640	Blount House Operations	693.22	0.00	0.00	
001-510-44640	Blount House Operations	0.00	0.00	606.22	ENC LIQ
001-510-44920	Miscellaneous Exp	50.00	0.00	0.00	
001-510-45100	Office Supplies	254.95	0.00	0.00	
001-510-45100	Office Supplies	0.00	0.00	129.95	ENC LIQ
001-510-45410	Membership Fees	24.48	0.00	0.00	
001-510-45410	Membership Fees	0.00	0.00	24.48	ENC LIQ
001-513-43200	FINANCE - AUDITING SERVICES	5,000.00	0.00	0.00	
001-513-44200	FINANCE - POSTAGE	106.07	0.00	0.00	
001-515-44200	PLANNING - POSTAGE	40.61	0.00	0.00	
001-515-44600	Planning - Bldg Maint. & Furni	74.00	0.00	0.00	
001-515-45100	PLANNING - OFFICE SUPPLIES	414.96	414.96-	0.00	
001-515-45100	PLANNING - OFFICE SUPPLIES	0.00	0.00	414.96	ENC LIQ
001-519-44200	BILLING - POSTAGE	37.22	0.00	0.00	
001-541-44300	Utilities	26.67	0.00	0.00	
001-572-43130	Outside Labor & Services	1,930.00	0.00	0.00	
001-572-43130	Outside Labor & Services	0.00	0.00	270.00	ENC LIQ
001-572-44300	Utilities	2,611.34	0.00	0.00	
001-572-44600	Bldg Maint & Furniture	174.00	0.00	0.00	
001-572-44660	R&M - Sports Complex	435.00	0.00	0.00	
001-572-44690	Grounds Maintenance	1,726.39	0.00	0.00	
001-572-44690	Grounds Maintenance	0.00	0.00	226.39	ENC LIQ
001-572-45200	Operating Supplies & Mat	125.87	0.00	0.00	
001-572-46200	Building Improvements	445.57	0.00	0.00	
001-572-46360	TRAILS GRANT	864.71	0.00	0.00	
001-572-46360	TRAILS GRANT	0.00	0.00	796.33	ENC LIQ
FUND TOTALS		33,875.32	33,875.32-	2,488.33	
410-15120	Sinking Account	36,028.00	0.00	0.00	
410-20200	Accounts Payable	0.00	56,812.16-	0.00	
410-24100	Encumbrance Reserve	14,683.64	0.00	0.00	
410-24300	Encumbrances	0.00	14,683.64-	0.00	
410-533-43135	Outside Lab Services	8,744.00	0.00	0.00	
410-533-43135	Outside Lab Services	0.00	0.00	8,744.00	ENC LIQ
410-533-44300	Utilities	5,873.98	0.00	0.00	
410-533-44600	Bldg Maint & Furniture	79.00	0.00	0.00	
410-533-44610	Vehicle & Equip Maint	5,231.58	0.00	0.00	
410-533-44610	Vehicle & Equip Maint	0.00	0.00	5,644.00	ENC LIQ
410-533-45200	Operating Supplies & Mat	855.60	0.00	0.00	
410-533-45200	Operating Supplies & Mat	0.00	0.00	295.64	ENC LIQ
FUND TOTALS		71,495.80	71,495.80-	14,683.64	
412-15120	Sinking Account	45,121.25	0.00	0.00	
412-20200	Accounts Payable	0.00	45,843.00-	0.00	

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Account Number	Description	Debits	Credits	Other	
412-534-44300	Utilities	721.75	0.00	0.00	

	FUND TOTALS	45,843.00	45,843.00-	0.00	
420-15120	Sinking Account	4,000.00	0.00	0.00	
420-20200	Accounts Payable	0.00	55,384.48-	0.00	
420-24100	Encumbrance Reserve	4,621.96	0.00	0.00	
420-24300	Encumbrances	0.00	4,621.96-	0.00	
420-535-43130	Outside Labor & Services	37,700.00	0.00	0.00	
420-535-44300	Utilities	8,728.86	0.00	0.00	
420-535-44610	Vehicle & Equip Maint	219.46	0.00	0.00	
420-535-44610	Vehicle & Equip Maint	0.00	0.00	219.46	ENC LIQ
420-535-44620	System Maint & Repairs	590.17	0.00	0.00	
420-535-44620	System Maint & Repairs	0.00	0.00	590.17	ENC LIQ
420-535-45200	Operating Supplies & Mat	4,145.99	0.00	0.00	
420-535-45200	Operating Supplies & Mat	0.00	0.00	3,812.33	ENC LIQ

	FUND TOTALS	60,006.44	60,006.44-	4,621.96	
901-280-57200	Provided for Culture & Recreat	0.00	1,310.28-	0.00	
901-572-16290	Parks - Bldgs	445.57	0.00	0.00	
901-572-16490	Parks - Improvements	864.71	0.00	0.00	

	FUND TOTALS	1,310.28	1,310.28-	0.00	

	GRAND TOTALS	212,530.84	212,530.84-	21,793.93	

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639 TRIANGLE CHEVROLET Invoice: 2020.SILVERADO NEW TRUCK FOR WATER PO#: 0
 Inv Date: 04.09.2020 Inv Amt: 29,407.63 Payment: 0 Name:
 Due Date: 05.09.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 04.09.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	NEW TRUCK FOR WATER, TO REPLAC	0.00	0.00	29,407.63		410-533-46410 Equipment Major	
*** TOTAL ***			0.00	29,407.63			
*** GRAND TOTALS ***			0.00	29,407.63		0.00 DISCOUNTS	

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Account Number	Description	Debits	Credits	Other
410-20200	Accounts Payable	0.00	29,407.63-	0.00
410-533-46410	Equipment Major>\$10,000	29,407.63	0.00	0.00
	FUND TOTALS	29,407.63	29,407.63-	0.00
	GRAND TOTALS	29,407.63	29,407.63-	0.00

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Vendor	Name								
593	CRC DATA TECHNOLOGIES	Invoice: 83037	INTRONIS BACKUP BASE FEE	PO#: 0					
	Inv Date: 04.13.2020	Inv Amt: 98.00	Payment: 0	Name:					
	Due Date: 05.13.2020	Retain: 0.00	Amt Paid: 0.00	Addr:					
	Disc Date: 04.13.2020	Discount: 0.00	Pd Date:						
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA		
1	INTRONIS BACKUP BASE MONTHLY F	0.00	0.00	98.00		001-510-43130	Outside Labor &		
*** TOTAL ***			0.00	98.00					
2072	UNITI FIBER	Invoice: 102556	FIBER OPTICS APRIL 2020	PO#: 0					
	Inv Date: 04.01.2020	Inv Amt: 650.00	Payment: 0	Name:					
	Due Date: 05.01.2020	Retain: 0.00	Amt Paid: 0.00	Addr:					
	Disc Date: 04.01.2020	Discount: 0.00	Pd Date:						
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA		
1	ADMIN - FIBER OPTICS APRIL 202	0.00	0.00	385.00		001-510-44100	Telephone Expen		
2	WATER - FIBER OPTICS APRIL 202	0.00	0.00	265.00		410-533-44100	Telephone Expen		
*** TOTAL ***			0.00	650.00					
13	SUNSHINE STATE ONE-CALL	Invoice: 187630	CALL BEFORE YOU DIG - WATER	PO#: 0					
	Inv Date: 03.31.2020	Inv Amt: 168.10	Payment: 0	Name:					
	Due Date: 04.30.2020	Retain: 0.00	Amt Paid: 0.00	Addr:					
	Disc Date: 03.31.2020	Discount: 0.00	Pd Date:						
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA		
1	CALL BEFORE YOU DIG - WATER	0.00	0.00	168.10		410-533-44100	Telephone Expen		
*** TOTAL ***			0.00	168.10					
13	SUNSHINE STATE ONE-CALL	Invoice: 187538	CALL BEFORE YOU DIG - SEWER	PO#: 0					
	Inv Date: 03.31.2020	Inv Amt: 208.55	Payment: 0	Name:					
	Due Date: 04.30.2020	Retain: 0.00	Amt Paid: 0.00	Addr:					
	Disc Date: 03.31.2020	Discount: 0.00	Pd Date:						
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA		
1	CALL BEFORE YOU DIG - SEWER	0.00	0.00	208.55		420-535-44100	Telephone Expen		
*** TOTAL ***			0.00	208.55					
1869	APPRIVER, LLC	Invoice: 1131397	OFFICE 365 MINIMUM MONTHLY FEE	PO#: 0					
	Inv Date: 04.15.2020	Inv Amt: 10.00	Payment: 0	Name:					
	Due Date: 05.15.2020	Retain: 0.00	Amt Paid: 0.00	Addr:					
	Disc Date: 04.15.2020	Discount: 0.00	Pd Date:						
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA		
1	OFFICE 365 MINIMUM MONTHLY FEE	0.00	0.00	10.00		001-510-45100	Office Supplies		
*** TOTAL ***			0.00	10.00					
1899	CPC Office Technologies	Invoice: 26817120	LEASE PYMT FOR COPIERS	PO#: 0					
	Inv Date: 04.01.2020	Inv Amt: 371.28	Payment: 0	Name:					
	Due Date: 05.01.2020	Retain: 0.00	Amt Paid: 0.00	Addr:					
	Disc Date: 04.01.2020	Discount: 0.00	Pd Date:						
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA		
1	LEASE PAYMENT FOR COPIERS	0.00	0.00	371.28		001-519-44400	BILLING - EQU.		
*** TOTAL ***			0.00	371.28					
72	VERIZON WIRELESS	Invoice: 9851957629	WIRELESS TELEPHONE SERVICE	PO#: 0					
	Inv Date: 04.06.2020	Inv Amt: 1,666.41	Payment: 0	Name:					

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Due Date: 05.06.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 04.06.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	ADMIN - WIRELESS TELEPHONES AP	0.00	0.00	207.70		001-510-44100 Telephone Expen	
2	PLANNING - WIRELESS TELEPHONES	0.00	0.00	83.02		001-515-44100 Planning - Tele	
3	PARKS - WIRELESS TELEPHONES AP	0.00	0.00	216.24		001-572-44100 Telephone Expen	
4	WATER - WIRELESS TELEPHONES AP	0.00	0.00	586.64		410-533-44100 Telephone Expen	
5	NORTH BAY - WIRELESS TELEPHONE	0.00	0.00	41.66		410-533-44100 Telephone Expen	
6	SEWER - WIRELESS TELEPHONES AP	0.00	0.00	531.15		420-535-44100 Telephone Expen	
*** TOTAL ***			0.00	1,666.41			

1819 DEWBERRY ENGINEERS INC Invoice: 1770339 REVIEW TRAILS AT HAMMOCK BAY PO#: 0
Inv Date: 12.12.2019 Inv Amt: 2,300.00 Payment: 0 Name:
Due Date: 01.11.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 12.12.2019 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	ENGINEERING REVIEW - TRAILS AT	0.00	0.00	2,300.00		001-515-43160 PLANNING - REVI	
*** TOTAL ***			0.00	2,300.00			

1819 DEWBERRY ENGINEERS INC Invoice: 1758756-000 BILLABLE SVCS PROJECT MGR 3 PO#: 0
Inv Date: 11.11.2019 Inv Amt: 275.00 Payment: 0 Name:
Due Date: 12.11.2019 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 11.11.2019 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	OTHER BILLABLE SERVICES - PROJ	0.00	0.00	275.00		001-515-43160 PLANNING - REVI	
*** TOTAL ***			0.00	275.00			

1819 DEWBERRY ENGINEERS INC Invoice: 1770222 REVIEW PARKVIEW @ HAMMOCK BAY PO#: 0
Inv Date: 12.12.2019 Inv Amt: 1,300.00 Payment: 0 Name:
Due Date: 01.11.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 12.12.2019 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	ENGINEERING REVIEW - PARKVIEW	0.00	0.00	1,300.00		001-515-43160 PLANNING - REVI	
*** TOTAL ***			0.00	1,300.00			

1819 DEWBERRY ENGINEERS INC Invoice: 1817436 WWTP EXPANSION USDA/RD PO#: 0
Inv Date: 04.08.2020 Inv Amt: 22,000.00 Payment: 0 Name:
Due Date: 05.08.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 04.08.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	WWTP EXPANSION USDA/RD	0.00	0.00	22,000.00		420-16490 Sewer Dept Infrastr	
*** TOTAL ***			0.00	22,000.00			

2225 ADLE DOCS INC Invoice: 2019-US-FRE-2683 ON DEMAND FOR PDF WEBSITE PO#: 1538
Inv Date: 03.18.2020 Inv Amt: 592.00 Payment: 0 Name:
Due Date: 04.17.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 03.18.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	PDF BUTTON PER LORI - DEMAND F	1.00	592.00	592.00		001-510-43130 Outside Labor &	
*** TOTAL ***			592.00	592.00			

CITY OF FREEPORT
Print Invoice Edit Report for Batch: 12847

Batch: 12847 / Period: 04.16.2020 /Sorted By: Input Order

Vendor	Name						
97	ADKINSON Law Firm, LLC	Invoice: FEBRUARY.2020	CITY ATTORNEY FEB 2020	PO#: 0			
	Inv Date: 03.13.2020	Inv Amt: 7,106.25	Payment: 0	Name:			
	Due Date: 04.12.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 03.13.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	CITY ATTORNEY FEBRUARY 2020	0.00	0.00	7,106.25		001-510-43100 Legal Services	
*** TOTAL ***			0.00	7,106.25			
97	ADKINSON Law Firm, LLC	Invoice: MARCH.2020	CITY ATTORNEY MARCH 2020	PO#: 0			
	Inv Date: 04.07.2020	Inv Amt: 6,887.50	Payment: 0	Name:			
	Due Date: 05.07.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 04.07.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	CITY ATTORNEY MARCH 2020	0.00	0.00	6,887.50		001-510-43100 Legal Services	
*** TOTAL ***			0.00	6,887.50			
78	AQUA PRODUCTS	Invoice: 20200514	SUPPLIES FOR SEWER	PO#: 0			
	Inv Date: 04.07.2020	Inv Amt: 2,135.59	Payment: 0	Name:			
	Due Date: 05.07.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 04.07.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SUPPLIES FOR SEWER DEPT	0.00	0.00	2,135.59		420-535-45200 Operating Suppl	
*** TOTAL ***			0.00	2,135.59			
78	AQUA PRODUCTS	Invoice: 20200527	WELL #1 MAINTENANCE	PO#: 0			
	Inv Date: 04.07.2020	Inv Amt: 757.50	Payment: 0	Name:			
	Due Date: 05.07.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 04.07.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	WELL #1 MAINTENANCE	0.00	0.00	757.50		412-534-44620 System Maint &	
*** TOTAL ***			0.00	757.50			
1819	DEWBERRY ENGINEERS INC	Invoice: 1781665	JOLLY BAY FORCEMAIN REPAIRS	PO#: 0			
	Inv Date: 01.20.2020	Inv Amt: 420.00	Payment: 0	Name:			
	Due Date: 02.19.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 01.20.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	JOLLY BAY FORCEMAIN REPAIRS	0.00	0.00	420.00		420-535-43140 Engineering Ser	
*** TOTAL ***			0.00	420.00			
1047	ACCENT SIGNS	Invoice: 0061474	SIGN FOR TRAILS	PO#: 0			
	Inv Date: 04.13.2020	Inv Amt: 285.03	Payment: 0	Name:			
	Due Date: 05.13.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 04.13.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SIGN FOR TRAILS	0.00	0.00	285.03		001-572-46360 TRAILS GRANT	
*** TOTAL ***			0.00	285.03			
2133	SOUTHERN HOSPITALITY LAWN CARE	Invoice: 2137	APRIL 2020 MONTHLY ROW MAINT	PO#: 0			
	Inv Date: 05.01.2020	Inv Amt: 7,000.00	Payment: 0	Name:			
	Due Date: 05.31.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			

CITY OF FREEPORT
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Vendor	Name

Disc Date: 05.01.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	MONTHLY RIGHT OF WAY MAINTENAN	0.00	0.00	7,000.00		001-541-43130 Outside Labor &	
			-----	-----			
*** TOTAL ***			0.00	7,000.00			

796 WALTON CONSTRUCTION SERVICE Invoice: 2020/89 WATER BORE 126 BAYSHORE DR PO#: 0
 Inv Date: 04.15.2020 Inv Amt: 480.00 Payment: 0 Name:
 Due Date: 05.15.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 04.15.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	WATER BORE 126 BAYSHORE DRIVE	0.00	0.00	480.00		410-533-43130 Outside Labor &	
			-----	-----			
*** TOTAL ***			0.00	480.00			

796 WALTON CONSTRUCTION SERVICE Invoice: 2020/90 WATER BORE 57 QUAIL CT PO#: 0
 Inv Date: 04.15.2020 Inv Amt: 600.00 Payment: 0 Name:
 Due Date: 05.15.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 04.15.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	WATER BORE 57 QUAIL CT	0.00	0.00	600.00		410-533-43130 Outside Labor &	
			-----	-----			
*** TOTAL ***			0.00	600.00			

1202 QUILL Invoice: 6073454 INK FOR PLANNING PO#: 0
 Inv Date: 04.07.2020 Inv Amt: 414.96 Payment: 0 Name:
 Due Date: 05.07.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 04.07.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	INK FOR PLANNING - ORIGINAL SH	0.00	0.00	414.96		001-515-45100 PLANNING - OFFI	
			-----	-----			
*** TOTAL ***			0.00	414.96			

*** GRAND TOTALS *** 592.00 55,726.17 0.00 DISCOUNTS

CITY OF FREEPORT
Print Invoice Edit Report for Batch: 12847

Batch: 12847 / Period: 04.16.2020 /Sorted By: Input Order

Account Number	Description	Debits	Credits	Other	
001-20200	Accounts Payable	0.00	27,531.98-	0.00	
001-24100	Encumbrance Reserve	592.00	0.00	0.00	
001-24300	Encumbrances	0.00	592.00-	0.00	
001-510-43100	Legal Services	13,993.75	0.00	0.00	
001-510-43130	Outside Labor & Services	690.00	0.00	0.00	
001-510-43130	Outside Labor & Services	0.00	0.00	592.00	ENC LIQ
001-510-44100	Telephone Expense	592.70	0.00	0.00	
001-510-45100	Office Supplies	10.00	0.00	0.00	
001-515-43160	PLANNING - REVIEW FEES	3,875.00	0.00	0.00	
001-515-44100	Planning - Telephone	83.02	0.00	0.00	
001-515-45100	PLANNING - OFFICE SUPPLIES	414.96	0.00	0.00	
001-519-44400	BILLING - EQU. LEASE	371.28	0.00	0.00	
001-541-43130	Outside Labor & Services	7,000.00	0.00	0.00	
001-572-44100	Telephone Expense	216.24	0.00	0.00	
001-572-46360	TRAILS GRANT	285.03	0.00	0.00	
FUND TOTALS		28,123.98	28,123.98-	592.00	
410-20200	Accounts Payable	0.00	2,141.40-	0.00	
410-533-43130	Outside Labor & Services	1,080.00	0.00	0.00	
410-533-44100	Telephone Expense	1,061.40	0.00	0.00	
FUND TOTALS		2,141.40	2,141.40-	0.00	
412-20200	Accounts Payable	0.00	757.50-	0.00	
412-534-44620	System Maint & Repairs	757.50	0.00	0.00	
FUND TOTALS		757.50	757.50-	0.00	
420-16490	Sewer Dept Infrastructure/Impr	22,000.00	0.00	0.00	
420-20200	Accounts Payable	0.00	25,295.29-	0.00	
420-535-43140	Engineering Services	420.00	0.00	0.00	
420-535-44100	Telephone Expense	739.70	0.00	0.00	
420-535-45200	Operating Supplies & Mat	2,135.59	0.00	0.00	
FUND TOTALS		25,295.29	25,295.29-	0.00	
901-280-57200	Provided for Culture & Recreat	0.00	285.03-	0.00	
901-572-16490	Parks - Improvements	285.03	0.00	0.00	
FUND TOTALS		285.03	285.03-	0.00	
GRAND TOTALS		56,603.20	56,603.20-	592.00	

CITY OF FREEPORT
 Print Invoice Edit Report for Batch: 12848

Batch: 12848 / Period: 04.16.2020 /Sorted By: Input Order

Vendor	Name
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1884 CITY OF FREEPORT GENERAL OPERA Invoice: 1BILLING-005 MONTHLY UTILITY BILLING SERVIC PO#: 0
 Inv Date: 04.16.2020 Inv Amt: 24,971.66 Payment: 0 Name:
 Due Date: 05.16.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
 Disc Date: 04.16.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	Water Utility Billing Services	0.00	0.00	18,663.33		410-533-43400 Utility Billing	
2	NB Utility Billing Services	0.00	0.00	3,680.00		412-534-43400 Utility Billing	
3	Sewer Utility Billing Services	0.00	0.00	2,628.33		420-535-43400 Utility Billing	
*** TOTAL ***			0.00	24,971.66			
*** GRAND TOTALS ***			0.00	24,971.66		0.00 DISCOUNTS	

CITY OF FREEPORT
 Print Invoice Edit Report for Batch: 12848

Batch: 12848 / Period: 04.16.2020 /Sorted By: Input Order

Account Number	Description	Debits	Credits	Other
001-10100	General Operating Cash	24,971.66	0.00	0.00
001-34950	Charge for Utility Billing Svc	0.00	24,971.66-	0.00
FUND TOTALS		24,971.66	24,971.66-	0.00
410-20200	Accounts Payable	0.00	18,663.33-	0.00
410-533-43400	Utility Billing Services	18,663.33	0.00	0.00
FUND TOTALS		18,663.33	18,663.33-	0.00
412-20200	Accounts Payable	0.00	3,680.00-	0.00
412-534-43400	Utility Billing Services	3,680.00	0.00	0.00
FUND TOTALS		3,680.00	3,680.00-	0.00
420-20200	Accounts Payable	0.00	2,628.33-	0.00
420-535-43400	Utility Billing Services	2,628.33	0.00	0.00
FUND TOTALS		2,628.33	2,628.33-	0.00
GRAND TOTALS		49,943.32	49,943.32-	0.00

FISCAL YEAR 2019-2020

As of March 31, 2020

	Budget	YTD Amount	% OF YTD Budget
GENERAL FUND REV	\$ 9,306,420.00	\$ 3,497,599.85	
Less: Beginning Fund Balance	\$ (3,839,460.00)		
Total GENERAL FUND REV	<u>\$ 5,466,960.00</u>	<u>\$ 3,497,599.85</u>	63.98%
WATER FUND REV	\$ 3,904,350.00	\$ 893,823.86	
Less: Beginning Fund Balance	\$ (1,305,060.00)		
Less: IMPACT FEES		\$ -	
Total WATER REV	<u>\$ 2,599,290.00</u>	<u>\$ 893,823.86</u>	34.39%
NB WATER FUND REV	\$ 706,870.00	\$ 141,598.16	
Less: Beginning Fund Balance	\$ (406,000.00)		
Less: IMPACT FEES		\$ -	
Total NB REV	<u>\$ 300,870.00</u>	<u>\$ 141,598.16</u>	47.06%
SEWER FUND REV	\$ 2,599,270.00	\$ 1,281,136.91	
Less: Beginning Fund Balance	\$ (732,900.00)		
Less: IMPACT FEES & 75% CAPACITY FEES		\$ (252,220.40)	
Total SEWER REV	<u>\$ 1,866,370.00</u>	<u>\$ 1,028,916.52</u>	55.13%
Total Rev Before Beg Fund Bal	\$ 10,233,490.00		
Total Rev Before Impact Fees		\$ 5,561,938.39	
Total BEGINNING FUND BALANCE	\$ 6,283,420.00		
Total IMPACT FEES & 75% CAPACITY FEES		\$ 252,220.40	
TOTAL REV	<u>\$ 16,516,910.00</u>	<u>\$ 5,814,158.78</u>	
GENERAL FUND EXP	\$ 9,306,420.00		
Encumbrance Carryover	\$ 124,755.13		
Less: Ending Fund Balance	\$ (3,730,360.00)		
Total GENERAL FUND EXP	<u>\$ 5,700,815.13</u>	\$ 1,932,046.97	33.89%
WATER FUND EXP	\$ 3,904,350.00		
Encumbrance Carryover	\$ 131,231.05		
Less: Ending Fund Balance	\$ (560,700.00)		
Total WATER FUND EXP	<u>\$ 3,474,881.05</u>	\$ 1,204,452.48	34.66%
NB WATER FUND EXP	\$ 706,870.00		
Encumbrance Carryover	\$ -		
Less: Ending Fund Balance	\$ (406,000.00)		
Total NB WATER FUND EXP	<u>\$ 300,870.00</u>	\$ 98,482.86	32.73%
SEWER FUND EXP	\$ 2,599,270.00		
Encumbrance Carryover	\$ 12,348.98		
Less: Ending Fund Balance	\$ (76,150.00)		
Total SEWER FUND EXP	<u>\$ 2,535,468.98</u>	\$ 1,082,999.15	42.71%
Total Exp Before End Fund Bal	\$ 12,012,035.16		
Less Encumbrance Carryover	\$ (268,335.16)		
Total ENDING FUND BALANCE	<u>\$ 4,773,210.00</u>		
GRAND TOTAL EXP	<u>\$ 16,516,910.00</u>	<u>\$ 4,317,981.46</u>	

REVENUE REPORT
50.00 % Yr Complete For Fiscal Year: 2020 / 3

G/L ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	BUDGET ADJUSTMENT	TOTAL BUDGET	YEAR TO DATE AMOUNT	MONTH TO DATE AMOUNT	REMAINING TO COLLECT	% OF YTD BUDGET
001-31110	AD VALOREM TAXES	1,641,320	0.00	1,641,320.00	1,583,164.67	29,711.74	58,155.33	0.96
001-31241	LOCAL OPTION GAS TAX	10,370	0.00	10,370.00	5,556.23	2,075.58	4,813.77	0.54
001-31260	ONE CENT INFRASTRUCTURE	1,437,500	0.00	1,437,500.00	575,860.94	72,110.11	861,639.06	0.40
001-31500	Local Communications Tax	27,180	0.00	27,180.00	14,147.90	2,774.55	13,032.10	0.52
001-32310	Franchise Fee-Electric	147,000	0.00	147,000.00	70,729.60	10,603.57	76,270.40	0.48
001-32370	Franchise Fee-Garbage	2,900	0.00	2,900.00	1,329.35	0.00	1,570.65	0.46
001-32520	Planning & Zoning Fees	87,000	0.00	87,000.00	43,316.60	3,631.60	43,683.40	0.50
001-32900	Review Fees	100,000	0.00	100,000.00	22,360.00	1,300.00	77,640.00	0.22
001-33154	Grant - Other	12,000	0.00	12,000.00	0.00	0.00	12,000.00	0.00
001-33480	GRANT - FDOT	27,660	0.00	27,660.00	0.00	0.00	27,660.00	0.00
001-33512	State Revenue Sharing	185,520	0.00	185,520.00	85,691.10	14,281.85	99,828.90	0.46
001-33514	Mobile Home License	1,000	0.00	1,000.00	838.25	101.25	161.75	0.84
001-33515	Beverage License	2,440	0.00	2,440.00	2,508.38	0.00	68.38-	1.03
001-33518	Half Cent Sales Tax	765,350	0.00	765,350.00	298,510.80	40,793.69	466,839.20	0.39
001-33549	DOT Contract	5,240	0.00	5,240.00	0.00	0.00	5,240.00	0.00
001-34338	Return Check Fee	0	0.00	0.00	65.00	0.00	65.00-	0.00
001-34720	P & R Usage Fees	14,000	0.00	14,000.00	1,925.00	75.00	12,075.00	0.14
001-34722	SPORTS COMPLEX-HAMMOCK BAY FEE	62,000	0.00	62,000.00	29,030.00	0.00	32,970.00	0.47
001-34725	Pool concession fees	14,500	0.00	14,500.00	0.00	0.00	14,500.00	0.00
001-34900	Recording/Filing Fees	0	0.00	0.00	6.75	0.00	6.75-	0.00
001-34910	Notary Services	100	0.00	100.00	50.00	0.00	50.00	0.50
001-34950	Charge for Utility Billing Svc	299,660	0.00	299,660.00	149,829.96	24,971.66	149,830.04	0.50
001-35150	Court Fines	1,000	0.00	1,000.00	739.45	226.69	260.55	0.74
001-36000	Miscellaneous	13,000	0.00	13,000.00	9,018.48	60.73	3,981.52	0.69
001-36100	Interest Income	7,000	0.00	7,000.00	7,641.47	2,879.24	641.47-	1.09
001-36200	City Property Lease	22,800	0.00	22,800.00	11,400.00	1,900.00	11,400.00	0.50
001-36210	Meeting Room Rental	3,420	0.00	3,420.00	4,426.59	785.00	1,006.59-	1.29
001-36600	Festival - Sponsorship & Incom	15,000	0.00	15,000.00	5,568.00	0.00	9,432.00	0.37
001-36610	Donations to Parks/Rec	2,000	0.00	2,000.00	0.00	0.00	2,000.00	0.00
001-36991	Infrastructure tax refund	560,000	0.00	560,000.00	571,904.28	0.00	11,904.28-	1.02
001-36999	Insurance Proceeds	0	0.00	0.00	1,981.05	0.00	1,981.05-	0.00
001-39284	BEGINNING RESERVES	3,839,460	0.00	3,839,460.00	0.00	0.00	3,839,460.00	0.00
=====								
TOTAL GENERAL FUND REVENUE		9,306,420	0.00	9,306,420.00	3,497,599.85	208,282.26	5,808,820.15	0.37
=====								
410-34330	Sales	1,517,000	0.00	1,517,000.00	627,429.95	96,301.31	889,570.05	0.41
410-34331	Connection Fees	0	0.00	0.00	48,892.50	17,300.00	48,892.50-	0.00
410-34332	Reconnect Fees	30,000	0.00	30,000.00	15,675.00	50.00-	14,325.00	0.52

REVENUE REPORT
50.00 % Yr Complete For Fiscal Year: 2020 / 3

G/L ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	BUDGET ADJUSTMENT	TOTAL BUDGET	YEAR TO DATE AMOUNT	MONTH TO DATE AMOUNT	REMAINING TO COLLECT	% OF YTD BUDGET
410-34333	Capacity Fees	371,700	0.00	371,700.00	142,158.39	31,071.64	229,541.61	0.38
410-34334	Late Charges & Penalties	40,000	0.00	40,000.00	24,760.00	50.00-	15,240.00	0.62
410-34335	Material Sales	16,700	0.00	16,700.00	23,094.43	3,832.76	6,394.43-	1.38
410-34338	Return Check Fees	1,200	0.00	1,200.00	1,480.00	305.00	280.00-	1.23
410-34369	Insurance Proceeds	0	0.00	0.00	8,430.16	0.00	8,430.16-	0.00
410-36000	Miscellaneous	5,000	0.00	5,000.00	200.81	36.25	4,799.19	0.04
410-36100	Interest Income	3,100	0.00	3,100.00	1,702.62	775.32	1,397.38	0.55
410-38100	Received from General	614,590	0.00	614,590.00	0.00	0.00	614,590.00	0.00
410-39284	BEGINNING RESERVES	1,305,060	0.00	1,305,060.00	0.00	0.00	1,305,060.00	0.00
=====								
	TOTAL WATER REVENUE	3,904,350	0.00	3,904,350.00	893,823.86	149,522.28	3,010,526.14	0.22
=====								
412-34330	Sales	240,000	0.00	240,000.00	114,633.52	16,793.53	125,366.48	0.48
412-34331	Connection Fees	0	0.00	0.00	1,312.50	0.00	1,312.50-	0.00
412-34332	Reconnect Fees	4,000	0.00	4,000.00	2,150.00	0.00	1,850.00	0.54
412-34333	Capacity Fees	5,250	0.00	5,250.00	17,692.17	2,686.96	12,442.17-	3.37
412-34334	Late Charges & Penalties	15,000	0.00	15,000.00	4,140.00	110.00-	10,860.00	0.28
412-34335	Material Sales	500	0.00	500.00	0.00	0.00	500.00	0.00
412-34338	Return Check Fees	100	0.00	100.00	105.00	0.00	5.00-	1.05
412-36100	Interest Income	3,000	0.00	3,000.00	1,564.97	698.98	1,435.03	0.52
412-38100	Received from General	33,020	0.00	33,020.00	0.00	0.00	33,020.00	0.00
412-39284	BEGINNING RESERVES	406,000	0.00	406,000.00	0.00	0.00	406,000.00	0.00
=====								
	TOTAL NORTH BAY REVENUE	706,870	0.00	706,870.00	141,598.16	20,069.47	565,271.84	0.20
=====								
420-34350	Sales	1,360,000	0.00	1,360,000.00	741,302.13	117,828.37	618,697.87	0.55
420-34351	Connection Fees	28,620	0.00	28,620.00	104,389.00	33,232.40	75,769.00-	3.65
420-34353	Sewer Capacity Fees	370,400	0.00	370,400.00	336,293.86	89,243.53	34,106.14	0.91
420-34354	Late Charges & Penalties	40,000	0.00	40,000.00	650.00	60.00	39,350.00	0.02
420-34355	Material Sales	4,500	0.00	4,500.00	6,106.50	2,157.75	1,606.50-	1.36
420-36100	Interest Income	3,700	0.00	3,700.00	33,245.42	16,110.07	29,545.42-	8.99
420-38100	Received from General	59,150	0.00	59,150.00	59,150.00	59,150.00	0.00	1.00
420-39284	BEGINNING RESERVES	732,900	0.00	732,900.00	0.00	0.00	732,900.00	0.00
=====								
	TOTAL SEWER FUND REVENUE	2,599,270	0.00	2,599,270.00	1,281,136.91	317,782.12	1,318,133.09	0.49
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REVENUE REPORT
 50.00 % Yr Complete For Fiscal Year: 2020 / 3

G/L ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	BUDGET ADJUSTMENT	TOTAL BUDGET	YEAR TO DATE AMOUNT	MONTH TO DATE AMOUNT	REMAINING TO COLLECT	% OF YTD BUDGET
	GRAND TOTAL REVENUE	16,516,910	0.00	16,516,910.00	5,814,158.78	695,656.13	10,702,751.22	0.35

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EXPENDITURE REPORT
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G/L ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BUDGET W/ ENCUMBRANC CARRYOVER	YTD AMOUNT WITH OPEN ENCUMBRANCES	MONTH TO DATE AMOUNT	CURRENT ENCUMBRANCE	REMAINING BUDGET	% OF YTD BUDGET
FUND 001 GENERAL FUND							
DEPT 510 ADMINISTRATION							
001-510-41100	Salaries - Elected Officials	81,480.00	40,738.23	6,267.42	0.00	40,741.77	0.50
001-510-41120	Salaries - Admin	95,000.00	5,553.84	0.00	0.00	89,446.16	0.06
001-510-41200	Salary - Staff	32,150.00	17,362.15	2,472.00	0.00	14,787.85	0.54
001-510-41220	Salary - Maintenance	36,590.00	18,245.59	2,814.40	0.00	18,344.41	0.50
001-510-41230	Salary - Clerk	79,580.00	22,554.58	3,080.00	0.00	57,025.42	0.28
001-510-41250	Salary - Part Time	24,800.00	9,998.78	1,647.30	0.00	14,801.22	0.40
001-510-41400	Overtime	200.00	13.19	0.00	0.00	186.81	0.07
001-510-42100	City Share FICA & Medcr	26,760.00	8,348.94	1,166.77	0.00	18,411.06	0.31
001-510-42200	Retirement Contribution	52,640.00	9,856.75	1,348.06	0.00	42,783.25	0.19
001-510-42300	City Share Health Ins	55,220.00	22,130.53	3,806.20	0.00	33,089.47	0.40
001-510-42400	Worker s Compensation	7,870.00	5,922.85	1,965.62	0.00	1,947.15	0.75
001-510-42600	Uniform Expenses	597.10	440.75	0.00	0.00	156.35	0.74
001-510-42610	Employee Screening expense	150.00	0.00	0.00	0.00	150.00	0.00
001-510-43010	Bank Charges	150.00	115.01	35.00	0.00	34.99	0.77
001-510-43100	Legal Services	82,000.00	30,502.62	6,493.75	20.00	51,497.38	0.37
001-510-43130	Outside Labor & Services	125,800.00	62,916.04	8,571.80	0.00	62,883.96	0.50
001-510-43140	Engineering Services	15,000.00	0.00	0.00	0.00	15,000.00	0.00
001-510-44000	Travel Expense-Employees	6,500.00	1,437.42	49.57	0.00	5,062.58	0.22
001-510-44010	Travel Expense-Mayor & Council	15,000.00	2,582.39	2,329.63	0.00	12,417.61	0.17
001-510-44100	Telephone Expense	25,000.00	9,210.61	1,835.23	0.00	15,789.39	0.37
001-510-44200	Postage	1,000.00	1,716.34	0.77	0.00	716.34-	1.72
001-510-44300	Utilities	16,000.00	6,219.34	1,044.87	0.00	9,780.66	0.39
001-510-44400	Equipment Lease	6,000.00	4,608.06	185.64	0.00	1,391.94	0.77
001-510-44500	Liability Insurance	5,990.00	4,489.80	1,496.60	0.00	1,500.20	0.75
001-510-44510	Vehicle Insurance	140.00	103.62	34.54	0.00	36.38	0.74
001-510-44560	Property Insurance	11,040.00	8,279.61	2,759.87	0.00	2,760.39	0.75
001-510-44600	Bldg Maint & Furniture	15,000.00	13,564.06	7,084.66	0.00	1,435.94	0.90
001-510-44605	Old City Hall	3,000.00	0.00	0.00	0.00	3,000.00	0.00
001-510-44610	Vehicle & Equip Maint	3,000.00	0.00	0.00	0.00	3,000.00	0.00
001-510-44625	Community Center Operations	3,000.00	720.00	720.00	0.00	2,280.00	0.24
001-510-44630	Heritage Museum Center	3,000.00	447.82	0.00	0.00	2,552.18	0.15
001-510-44640	Blount House Operations	3,000.00	693.22	0.00	606.22	2,306.78	0.23
001-510-44690	Grounds Maintenance	5,000.00	1,365.34	0.00	0.00	3,634.66	0.27
001-510-44920	Miscellaneous Exp	3,000.00	1,453.38	35.00-	191.02	1,546.62	0.48
001-510-44930	Festival/Event Expense	20,403.44	20,933.95	0.00	291.18	530.51-	1.03
001-510-44950	Advertising City Logo	700.00	0.00	0.00	0.00	700.00	0.00
001-510-44960	Legal Advertising	10,000.00	2,398.67	162.18	0.00	7,601.33	0.24

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001-510-45100	Office Supplies	21,000.00	14,347.49	830.24	874.37	6,652.51	0.68
001-510-45210	Gas & Oil	4,000.00	1,726.86	160.10	0.00	2,273.14	0.43
001-510-45410	Membership Fees	8,200.00	4,460.73	1,036.75	24.48	3,739.27	0.54
001-510-45500	Training	2,000.00	75.00	0.00	0.00	1,925.00	0.04
001-510-46400	Equipment Minor<\$10,000	9,230.00	0.00	0.00	0.00	9,230.00	0.00
001-510-46410	Equipment Major>\$10,000	11,050.00	11,050.00	0.00	0.00	0.00	1.00
001-510-47165	Debt Service - Principal	16,600.00	0.00	0.00	0.00	16,600.00	0.00
001-510-47250	Interest Expense	34,880.00	0.00	0.00	0.00	34,880.00	0.00
001-510-48000	Donations	2,000.00	0.00	0.00	0.00	2,000.00	0.00
TOTAL DEPT 510 ADMINISTRATION		980,720.54	366,583.56	59,363.97	2,007.27	614,136.98	0.37
DEPT 513 FINANCE							
001-513-41120	FINANCE - SALARIES	89,320.00	41,206.00	6,870.18	0.00	48,114.00	0.46
001-513-42100	FINANCE - CITY SHARE SS	6,830.00	3,132.98	522.36	0.00	3,697.02	0.46
001-513-42200	FINANCE - RETIREMENT CONTRIBUT	16,530.00	7,625.47	1,271.40	0.00	8,904.53	0.46
001-513-42300	FINANCE - EMPLOYEE INS.	18,500.00	9,222.44	1,540.84	0.00	9,277.56	0.50
001-513-42400	FINANCE - WORKERS COMPENSATION	150.00	109.32	36.44	0.00	40.68	0.73
001-513-42610	FINANCE - EMPLOYEE SCREENING	150.00	0.00	0.00	0.00	150.00	0.00
001-513-43130	FINANCE - OUTSIDE LABOR & SVC	3,000.00	0.00	0.00	0.00	3,000.00	0.00
001-513-43200	FINANCE - AUDITING SERVICES	129,660.00	98,005.71	33,345.50	0.00	31,654.29	0.76
001-513-44000	FINANCE - TRAVEL EXPENSE	3,000.00	847.98	764.50	0.00	2,152.02	0.28
001-513-44200	FINANCE - POSTAGE	1,200.00	45.17	45.17	0.00	1,154.83	0.04
001-513-44400	FINANCE - EQU. LEASE	1,250.00	0.00	0.00	0.00	1,250.00	0.00
001-513-44500	FINANCE - LIABILITY INS.	3,000.00	2,244.90	748.30	0.00	755.10	0.75
001-513-44610	FINANCE - EQUIPMENT MAINT.	1,000.00	0.00	0.00	0.00	1,000.00	0.00
001-513-44920	FINANCE - MISCELLANEOUS	500.00	152.05	0.00	0.00	347.95	0.30
001-513-45100	FINANCE - OFFICE SUPPLIES	4,000.00	410.73	0.00	0.00	3,589.27	0.10
001-513-45410	FINANCE - MEMBERSHIP FEES	500.00	0.00	0.00	0.00	500.00	0.00
001-513-45500	FINANCE - TRAINING	1,000.00	200.00	200.00	0.00	800.00	0.20
001-513-46400	FINANCE - EQU. MINOR<\$10,000	3,000.00	0.00	0.00	0.00	3,000.00	0.00
TOTAL DEPT 513 FINANCE		282,590.00	163,202.75	45,344.69	0.00	119,387.25	0.57
DEPT 515 PLANNING							
001-515-41120	PLANNING - SALARIES	125,400.00	51,490.83	9,346.40	0.00	73,909.17	0.41
001-515-42100	PLANNING - CITY SHARE SS	9,590.00	3,908.52	709.45	0.00	5,681.48	0.41
001-515-42200	PLANNING - RETIREMENT CONTRIBU	21,120.00	9,203.53	1,599.01	0.00	11,916.47	0.44
001-515-42300	PLANNING - EMPLOYEE INS.	27,750.00	11,500.15	2,311.26	0.00	16,249.85	0.41

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001-515-42400	PLANNING - WORKERS COMPENSATIO	160.00	120.36	40.12	0.00	39.64	0.75
001-515-42600	PLANNING - UNIFORM EXPENSE	100.00	400.00	339.25	60.75	300.00-	4.00
001-515-42610	PLANNING - EMPLOYEE SCREENING	150.00	72.50	0.00	0.00	77.50	0.48
001-515-43130	PLANNING - OUTSIDE LABOR & SVC	3,000.00	1,273.29	0.00	0.00	1,726.71	0.42
001-515-43160	PLANNING - REVIEW FEES	100,000.00	16,460.00	880.00	0.00	83,540.00	0.16
001-515-44000	PLANNING - TRAVEL EXPENSE	5,000.00	0.00	0.00	0.00	5,000.00	0.00
001-515-44100	Planning - Telephone	2,400.00	394.86	212.74	0.00	2,005.14	0.16
001-515-44200	PLANNING - POSTAGE	6,400.00	111.82	111.82	0.00	6,288.18	0.02
001-515-44300	Planning - Utilities	4,000.00	0.00	0.00	0.00	4,000.00	0.00
001-515-44400	PLANNING - EQU. LEASE	2,720.00	0.00	0.00	0.00	2,720.00	0.00
001-515-44500	PLANNING - LIABILITY INS.	3,000.00	2,244.90	748.30	0.00	755.10	0.75
001-515-44560	Planning - Property Ins.	1,100.00	825.00	275.00	0.00	275.00	0.75
001-515-44600	Planning - Bldg Maint. & Furni	30,200.00	30,837.80	194.08	1,777.30	637.80-	1.02
001-515-44610	PLANNING - EQUIPMENT MAINT.	1,000.00	0.00	0.00	0.00	1,000.00	0.00
001-515-44920	PLANNING - MISCELLANEOUS	2,500.00	45.60	0.00	0.00	2,454.40	0.02
001-515-44960	PLANNING - ADVERTISING	5,000.00	346.50	0.00	0.00	4,653.50	0.07
001-515-45100	PLANNING - OFFICE SUPPLIES	5,000.00	4,177.78	1,233.87	414.96	822.22	0.84
001-515-45410	PLANNING - MEMBERSHIP FEES	2,000.00	1,650.05	0.00	0.00	349.95	0.83
001-515-45500	PLANNING - TRAINING	2,000.00	140.00	0.00	0.00	1,860.00	0.07
001-515-46400	PLANNING - EQU MINOR<\$10,000	3,000.00	1,437.50	0.00	0.00	1,562.50	0.48
TOTAL DEPT 515 PLANNING		362,590.00	136,640.99	18,001.30	2,253.01	225,949.01	0.37
DEPT 519 UTILITY BILLING							
001-519-41120	BILLING - SALARIES	154,960.00	55,020.68	9,467.75	0.00	99,939.32	0.36
001-519-41400	BILLING - OVERTIME	2,800.00	175.50	0.00	0.00	2,624.50	0.06
001-519-42100	BILLING - CITY SHARE SS	12,070.00	3,556.12	664.34	0.00	8,513.88	0.29
001-519-42200	BILLING - RETIREMENT CONTRIBUT	13,370.00	4,249.82	750.61	0.00	9,120.18	0.32
001-519-42300	BILLING - EMPLOYEE INS.	46,250.00	13,052.64	2,311.26	0.00	33,197.36	0.28
001-519-42400	BILLING - WORKERS COMPENSATION	270.00	202.71	67.57	0.00	67.29	0.75
001-519-42610	BILLING - EMPLOYEE SCREENING	220.00	72.50	0.00	0.00	147.50	0.33
001-519-43130	BILLING - OUTSIDE LABOR & SVC	3,000.00	724.45	0.00	0.00	2,275.55	0.24
001-519-44000	BILLING - TRAVEL EXPENSE	3,000.00	0.00	0.00	0.00	3,000.00	0.00
001-519-44200	BILLING - POSTAGE	35,600.00	12,267.89	2,545.64	0.00	23,332.11	0.34
001-519-44400	BILLING - EQU. LEASE	2,200.00	982.69	540.81	0.00	1,217.31	0.45
001-519-44500	BILLING - LIABILITY INS.	3,000.00	2,244.90	748.30	0.00	755.10	0.75
001-519-44610	BILLING - EQUIPMENT MAINT.	1,000.00	352.50	0.00	0.00	647.50	0.35
001-519-44920	BILLING - MISCELLANEOUS	500.00	243.06	0.00	0.00	256.94	0.49
001-519-45100	BILLING - OFFICE SUPPLIES	6,300.00	1,042.70	46.92	18.79	5,257.30	0.17

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001-519-45500	BILLING - TRAINING	8,000.00	0.00	0.00	0.00	8,000.00	0.00
001-519-46400	BILLING - EQU. MINOR<\$10,000	9,200.00	0.00	0.00	0.00	9,200.00	0.00
TOTAL DEPT 519 UTILITY BILLING		301,740.00	94,188.16	17,143.20	371.29	207,551.84	0.31
DEPT 541 STREETS							
001-541-43130	Outside Labor & Services	103,230.00	45,214.50	10,685.75	0.00	58,015.50	0.44
001-541-44300	Utilities	37,100.00	14,666.68	2,929.56	0.00	22,433.32	0.40
001-541-44500	Liability Insurance	3,000.00	2,244.90	748.30	0.00	755.10	0.75
001-541-44510	Vehicle Insurance	140.00	103.62	34.54	0.00	36.38	0.74
001-541-44610	Vehicle & Equip Maint	3,000.00	139.49	0.00	0.00	2,860.51	0.05
001-541-44680	R&M City Roads	100,000.00	0.00	0.00	0.00	100,000.00	0.00
001-541-44690	GROUND MAINTENANCE	5,000.00	0.00	0.00	0.00	5,000.00	0.00
001-541-44940	Grant Match	15,000.00	0.00	0.00	0.00	15,000.00	0.00
001-541-44960	FDOT Beautification Grant	27,670.00	0.00	0.00	0.00	27,670.00	0.00
001-541-45200	Operating Supplies & Mat	8,895.20	1,200.00	120.00	1,080.00	7,695.20	0.13
001-541-45210	Gas & Oil	1,550.00	198.08	0.00	0.00	1,351.92	0.13
001-541-45300	ROAD MATERIAL & SUPPLIES	392,130.00	20,796.74	15,200.00	0.00	371,333.26	0.05
TOTAL DEPT 541 STREETS		696,715.20	84,564.01	29,718.15	1,080.00	612,151.19	0.12
DEPT 571 LIBRARY							
001-571-43000	Operating Expense	1,000.00	0.00	0.00	0.00	1,000.00	0.00
001-571-44300	Utilities	600.00	225.06	37.51	0.00	374.94	0.38
001-571-44600	Bldg Maint & Furniture	2,000.00	55.00	0.00	0.00	1,945.00	0.03
TOTAL DEPT 571 LIBRARY		3,600.00	280.06	37.51	0.00	3,319.94	0.07
DEPT 572 PARKS & RECREATION							
001-572-41200	Salary - Staff	131,600.00	56,074.49	9,752.40	0.00	75,525.51	0.43
001-572-41250	Salary - Part Time	51,120.00	1,085.50	0.00	0.00	50,034.50	0.02
001-572-41400	Parks Overtime	3,150.00	305.29	0.00	0.00	2,844.71	0.10
001-572-42100	City Share FICA & Medcr	14,220.00	4,361.86	740.34	0.00	9,858.14	0.31
001-572-42200	Retirement Contribution	20,130.00	8,436.81	1,391.60	0.00	11,693.19	0.42
001-572-42300	City Share Health Ins	37,000.00	5,645.74	1,564.14	0.00	31,354.26	0.15
001-572-42400	Worker s Compensation	6,040.00	4,529.67	1,509.89	0.00	1,510.33	0.75
001-572-42600	Uniform Expenses	2,000.00	1,286.82	0.00	0.00	713.18	0.64
001-572-42610	Employee Screening expense	700.00	72.50	0.00	0.00	627.50	0.10
001-572-43105	Professional Services	10,000.00	59.57	0.00	0.00	9,940.43	0.01

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001-572-43130	Outside Labor & Services	65,000.00	27,016.04	2,888.59	500.00	37,983.96	0.42
001-572-44000	Travel Expense-Employees	1,500.00	0.00	0.00	0.00	1,500.00	0.00
001-572-44100	Telephone Expense	10,300.00	3,865.21	666.16	0.00	6,434.79	0.38
001-572-44300	Utilities	48,000.00	16,128.84	3,119.85	0.00	31,871.16	0.34
001-572-44500	Liability Insurance	3,000.00	2,244.90	748.30	0.00	755.10	0.75
001-572-44510	Vehicle Insurance	840.00	623.85	207.95	0.00	216.15	0.74
001-572-44560	Property Insurance	18,430.00	13,821.96	4,607.32	0.00	4,608.04	0.75
001-572-44600	Bldg Maint & Furniture	7,500.00	6,500.70	674.65	1,880.50	999.30	0.87
001-572-44610	Vehicle & Equip Maint	7,500.00	785.56	303.88	0.00	6,714.44	0.10
001-572-44630	R&M LAGRANGE PARK	10,000.00	0.00	0.00	0.00	10,000.00	0.00
001-572-44640	R&M LAIRD PARK	10,000.00	0.00	0.00	0.00	10,000.00	0.00
001-572-44650	R&M - MARSE LANDING	30,500.00	0.00	0.00	0.00	30,500.00	0.00
001-572-44660	R&M - Sports Complex	93,895.00	25,341.96	2,044.24	4,672.43	68,553.04	0.27
001-572-44670	R&M - Casey Park	8,500.00	19,633.00	0.00	0.00	11,133.00-	2.31
001-572-44680	R&M - Community Pool	18,000.00	30,218.00	1,650.00	0.00	12,218.00-	1.68
001-572-44690	Grounds Maintenance	20,000.00	19,132.27	1,500.00	1,187.14	867.73	0.96
001-572-44920	Miscellaneous Exp	1,300.00	414.00	414.00	0.00	886.00	0.32
001-572-44940	Grant Match	25,000.00	0.00	0.00	0.00	25,000.00	0.00
001-572-45100	Office Supplies	500.00	110.98	0.00	81.99	389.02	0.22
001-572-45200	Operating Supplies & Mat	42,500.00	9,931.71	1,316.29	237.11	32,568.29	0.23
001-572-45210	Gas & Oil	4,000.00	718.22	107.57	0.00	3,281.78	0.18
001-572-45410	Membership Fees	1,000.00	0.00	0.00	0.00	1,000.00	0.00
001-572-45500	Training	3,000.00	0.00	0.00	0.00	3,000.00	0.00
001-572-46200	Building Improvements	59,134.39	75,254.25	18,047.93	0.00	16,119.86-	1.27
001-572-46360	TRAILS GRANT	175.00	133,836.94	88.00	796.33	133,661.94-	764.78
001-572-46400	Equipment Minor<\$10,000	9,000.00	6,544.01	2,795.00	1,904.01	2,455.99	0.73
001-572-46410	Equipment Major>\$10,000	154,065.00	49,705.96	0.00	0.00	104,359.04	0.32
TOTAL DEPT 572 PARKS & REC		928,599.39	523,686.61	56,138.10	11,259.51	404,912.78	0.56
TRANSFERS & ENDING BALANCE							
001-581-49000	Transfer Discretionary Tax	1,437,500.00	503,750.83	0.00	0.00	933,749.17	0.35
001-581-49110	Transfer to Water	614,590.00	0.00	0.00	0.00	614,590.00	0.00
001-581-49120	Transfer to Sewer	59,150.00	59,150.00	59,150.00	0.00	0.00	1.00
001-581-49135	Transfer to North Bay	33,020.00	0.00	0.00	0.00	33,020.00	0.00
001-581-49284	ENDING RESERVES	3,730,360.00	0.00	0.00	0.00	3,730,360.00	0.00
TOTAL TRANSFERS & ENDING BAL		5,874,620.00	562,900.83	59,150.00	0.00	5,311,719.17	0.09

EXPENDITURE REPORT
50.00 % Yr Complete For Fiscal Year: 2020 / 3

G/L ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BUDGET W/ ENCUMBRANC CARRYOVER	YTD AMOUNT WITH OPEN ENCUMBRANCES	MONTH TO DATE AMOUNT	CURRENT ENCUMBRANCE	REMAINING BUDGET	% OF YTD BUDGET
TOTAL FUND 001 GENERAL FUND		9,431,175.13	1,932,046.97	284,896.92	16,971.08	7,499,128.16	0.20
FUND 410 WATER FUND							
410-533-41210	Salary - Operator	55,700.00	27,736.39	4,284.40	0.00	27,963.61	0.50
410-533-41220	Salary - Maintenance	350,200.00	149,430.44	21,326.61	0.00	200,769.56	0.43
410-533-41400	Overtime	9,800.00	4,038.78	637.26	0.00	5,761.22	0.41
410-533-42100	City Share FICA & Medcr	31,800.00	13,889.02	1,970.33	0.00	17,910.98	0.44
410-533-42200	Retirement Contribution	44,650.00	20,392.60	2,948.99	0.00	24,257.40	0.46
410-533-42300	City Share Health Ins	101,750.00	44,286.76	6,933.78	0.00	57,463.24	0.44
410-533-42400	Worker s Compensation	14,130.00	10,591.41	3,530.47	0.00	3,538.59	0.75
410-533-42600	Uniform Expenses	3,500.00	3,177.95	109.05-	0.00	322.05	0.91
410-533-42610	Employee Screening expense	450.00	38.50	0.00	0.00	411.50	0.09
410-533-43010	Bank Charges	1,000.00	337.95	24.00	0.00	662.05	0.34
410-533-43011	Deposit Overage/Shortage	300.00	1.00-	0.00	0.00	301.00	0.00-
410-533-43015	Taxes & Permits	4,200.00	0.00	0.00	0.00	4,200.00	0.00
410-533-43130	Outside Labor & Services	10,000.00	12,661.28	2,352.51	0.00	2,661.28-	1.27
410-533-43135	Outside Lab Services	8,000.00	4,076.00	1,444.00	0.00	3,924.00	0.51
410-533-43140	Engineering Services	50,000.00	0.00	0.00	0.00	50,000.00	0.00
410-533-43400	Utility Billing Services	223,960.00	111,979.98	18,663.33	0.00	111,980.02	0.50
410-533-44000	Travel Expense-Employees	3,000.00	0.00	0.00	0.00	3,000.00	0.00
410-533-44100	Telephone Expense	21,000.00	9,903.94	1,983.46	0.00	11,096.06	0.47
410-533-44300	Utilities	88,000.00	28,726.08	5,701.42	0.00	59,273.92	0.33
410-533-44400	Equipment Lease	0.00	185.64	185.64	0.00	185.64-	0.00
410-533-44500	Liability Insurance	3,000.00	2,244.90	748.30	0.00	755.10	0.75
410-533-44510	Vehicle Insurance	3,660.00	2,738.97	912.99	0.00	921.03	0.75
410-533-44560	Property Insurance	24,240.00	18,174.84	6,058.28	0.00	6,065.16	0.75
410-533-44600	Bidg Maint & Furniture	3,000.00	930.36	261.16	0.00	2,069.64	0.31
410-533-44610	Vehicle & Equip Maint	21,387.00	7,885.05	57.07	6,231.19	13,501.95	0.37
410-533-44620	System Maint & Repairs	417,555.74	57,892.94	8,478.18	1,729.02	359,662.80	0.14
410-533-44920	Miscellaneous Exp	600.00	110.35	0.00	100.00	489.65	0.18
410-533-45100	Office Supplies	3,000.00	2,637.76	151.25	165.44	362.24	0.88
410-533-45200	Operating Supplies & Mat	736,608.31	385,434.65	2,982.46	5,164.51	351,173.66	0.52
410-533-45210	Gas & Oil	25,000.00	8,316.62	1,456.36	0.00	16,683.38	0.33
410-533-45410	Membership Fees	750.00	280.00	0.00	0.00	470.00	0.37
410-533-45500	Training	3,000.00	35.00	0.00	0.00	2,965.00	0.01
410-533-46300	Infrastructure Improvements	751,850.00	11,720.00	0.00	0.00	740,130.00	0.02
410-533-46400	Equipment Minor<\$10,000	3,000.00	0.00	0.00	0.00	3,000.00	0.00
410-533-46410	Equipment Major>\$10,000	172,500.00	52,165.00	0.00	52,165.00	120,335.00	0.30
410-533-47010	Loss on Sale/Disposal of Asset	0.00	26,324.81	14,013.80	0.00	26,324.81-	0.00

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EXPENDITURE REPORT
50.00 % Yr Complete For Fiscal Year: 2020 / 3

G/L ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BUDGET W/ ENCUMBRANC CARRYOVER	YTD AMOUNT WITH OPEN ENCUMBRANCES	MONTH TO DATE AMOUNT	CURRENT ENCUMBRANCE	REMAINING BUDGET	% OF YTD BUDGET
410-533-47020	Bad Debt Expense	32,120.00	6,293.64	6,293.64	0.00	25,826.36	0.20
410-533-47100	Bond Pymt - Principal	58,000.00	0.00	0.00	0.00	58,000.00	0.00
410-533-47150	Note Payable	71,700.00	0.00	0.00	0.00	71,700.00	0.00
410-533-47250	Interest Expense	86,120.00	0.00	0.00	0.00	86,120.00	0.00
410-533-47270	Note Payable - Interest	36,350.00	18,272.79	2,886.12	0.00	18,077.21	0.50
410-59200	Water Dep Exp Bldgs	0.00	5,771.28	961.88	0.00	5,771.28	0.00
410-59400	Water Dep Exp Imprvmnts	0.00	136,643.86	22,748.18	0.00	136,643.86	0.00
410-59600	Water Dep Exp Equ	0.00	19,127.94	3,055.28	0.00	19,127.94	0.00

	TOTAL WATER EXPENSES	3,474,881.05	1,204,452.48	142,942.10	65,555.16	2,270,428.57	0.34

410-581-49284	TRANSFERS & ENDING BAL ENDING RESERVES	560,700.00	0.00	0.00	0.00	560,700.00	0.00

	TOTAL FUND 410 WATER FUND	4,035,581.05	1,204,452.48	142,942.10	65,555.16	2,831,128.57	0.29

FUND 412 NORTH BAY FUND							
412-534-43010	Bank Charges	0.00	24.00	0.00	0.00	24.00	0.00
412-534-43015	Taxes & Permits	2,000.00	0.00	0.00	0.00	2,000.00	0.00
412-534-43130	Outside Labor & Services	2,500.00	231.74	0.00	0.00	2,268.26	0.09
412-534-43135	Outside Lab Services	2,500.00	400.00	80.00	0.00	2,100.00	0.16
412-534-43400	Utility Billing Services	44,160.00	22,080.00	3,680.00	0.00	22,080.00	0.50
412-534-44100	Telephone Expense	1,000.00	310.34	53.68	0.00	689.66	0.31
412-534-44300	Utilities	11,000.00	3,531.88	635.12	0.00	7,468.12	0.32
412-534-44500	Liability Insurance	3,000.00	2,244.90	748.30	0.00	755.10	0.75
412-534-44510	Vehicle Insurance	170.00	127.47	42.49	0.00	42.53	0.75
412-534-44560	Property Insurance	3,950.00	2,956.95	985.65	0.00	993.05	0.75
412-534-44600	Bldg Maint & Furniture	1,000.00	0.00	0.00	0.00	1,000.00	0.00
412-534-44610	Vehicle & Equip Maint	2,000.00	0.00	0.00	0.00	2,000.00	0.00
412-534-44620	System Maint & Repairs	20,000.00	2,225.04	0.00	2,225.04	17,774.96	0.11
412-534-45100	Office Supplies	500.00	0.00	0.00	0.00	500.00	0.00
412-534-45200	Operating Supplies & Mat	3,000.00	0.00	0.00	0.00	3,000.00	0.00
412-534-45210	Gas & Oil	3,600.00	1,148.18	148.49	0.00	2,451.82	0.32
412-534-47010	Loss on Sale/Disposal of Asset	0.00	164.56	0.00	0.00	164.56	0.00
412-534-47020	Bad Debt Expense	20,000.00	362.24	362.24	0.00	19,637.76	0.02
412-534-47100	Bond Pymt - Principal	84,000.00	0.00	0.00	0.00	84,000.00	0.00
412-534-47250	Interest Expense	96,490.00	0.00	0.00	0.00	96,490.00	0.00
412-59400	North Bay Dep Exp Imprvmnts	0.00	56,280.30	9,380.05	0.00	56,280.30	0.00
412-59600	North Bay Dep Exp Equ	0.00	6,395.26	1,001.75	0.00	6,395.26	0.00

CITY OF FREEPORT

EXPENDITURE REPORT
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	TOTAL NORTH BAY EXPENSES	300,870.00	98,482.86	17,117.77	2,225.04	202,387.14	0.32

	TRANSFERS & ENDING BAL						
412-581-49284	ENDING RESERVES	406,000.00	0.00	0.00	0.00	406,000.00	0.00

	TOTAL FUND 412 NORTH BAY FUND	706,870.00	98,482.86	17,117.77	2,225.04	608,387.14	0.13

	FUND 420 SEWER FUND						
420-535-41210	Salary - Operator	156,830.00	50,289.09	4,243.60	0.00	106,540.91	0.32
420-535-41220	Salary - Maintenance	226,610.00	121,322.51	23,648.56	0.00	105,287.49	0.54
420-535-41400	Overtime	17,900.00	6,996.43	1,456.24	0.00	10,903.57	0.39
420-535-42100	City Share FICA & Medcr	30,700.00	13,593.72	2,227.53	0.00	17,106.28	0.44
420-535-42200	Retirement Contribution	43,340.00	19,813.54	3,204.68	0.00	23,526.46	0.46
420-535-42300	City Share Health Ins	92,500.00	40,414.77	7,681.58	0.00	52,085.23	0.44
420-535-42400	Worker s Compensation	8,990.00	6,736.95	2,245.65	0.00	2,253.05	0.75
420-535-42600	Uniform Expenses	3,200.00	1,288.05	511.95-	0.00	1,911.95	0.40
420-535-42610	Employee Screening expense	420.00	111.00	0.00	0.00	309.00	0.26
420-535-43010	Bank Charges	100.00	0.00	0.00	0.00	100.00	0.00
420-535-43015	Taxes & Permits	500.00	0.00	0.00	0.00	500.00	0.00
420-535-43130	Outside Labor & Services	43,260.00	70,196.44	30,800.00	1,700.00	26,936.44-	1.62
420-535-43135	Outside Lab Services	56,500.00	8,297.71	2,237.71	0.00	48,202.29	0.15
420-535-43140	Engineering Services	31,000.00	2,589.50	260.00	0.00	28,410.50	0.08
420-535-43400	Utility Billing Services	31,540.00	15,769.98	2,628.33	0.00	15,770.02	0.50
420-535-43410	Sludge Disposal	140,000.00	0.00	0.00	0.00	140,000.00	0.00
420-535-44000	Travel Expense-Employees	2,000.00	0.00	0.00	0.00	2,000.00	0.00
420-535-44100	Telephone Expense	13,000.00	5,903.87	1,004.26	0.00	7,090.13	0.45
420-535-44300	Utilities	105,000.00	42,559.86	8,589.86	0.00	62,440.14	0.41
420-535-44350	Garbage	1,200.00	486.36	81.06	0.00	713.64	0.41
420-535-44400	Equipment Lease	1,200.00	15,509.84	15,000.00	0.00	14,309.84-	12.92
420-535-44500	Liability Insurance	3,000.00	2,244.90	748.30	0.00	755.10	0.75
420-535-44510	Vehicle Insurance	2,310.00	1,727.25	575.75	0.00	582.75	0.75
420-535-44560	Property Insurance	32,950.00	25,980.93	8,872.53	0.00	6,969.07	0.79
420-535-44600	Bldg Maint & Furniture	12,500.00	1,452.92	55.00	0.00	11,047.08	0.12
420-535-44610	Vehicle & Equip Maint	30,000.00	6,336.81	365.23	2,273.90	23,663.19	0.21
420-535-44620	System Maint & Repairs	358,503.98	123,418.39	9,778.74	12,420.39	235,090.59	0.34
420-535-44920	Miscellaneous Exp	5,000.00	4.50	0.00	0.00	4,995.50	0.00
420-535-44960	LEGAL AD	1,000.00	0.00	0.00	0.00	1,000.00	0.00
420-535-45100	Office Supplies	5,000.00	2,827.41	56.00	1,681.00	2,172.59	0.57

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420-535-45200	Operating Supplies & Mat	262,580.00	80,352.64	13,988.21	13,181.89	182,227.36	0.31
420-535-45210	Gas & Oil	28,000.00	11,251.24	2,161.45	0.00	16,748.76	0.40
420-535-45410	Membership Fees	300.00	280.00	0.00	0.00	20.00	0.93
420-535-45500	Training	1,500.00	0.00	0.00	0.00	1,500.00	0.00
420-535-46300	Infrastructure Improvements	530,350.00	0.00	0.00	0.00	530,350.00	0.00
420-535-46400	Equipment Minor<\$10,000	3,000.00	0.00	0.00	0.00	3,000.00	0.00
420-535-46410	Equipment Major>\$10,000	72,000.00	50,850.00	0.00	5,000.00	21,150.00	0.71
420-535-47010	Loss on Sale/Disposal of Asset	0.00	120,713.35	0.00	0.00	120,713.35-	0.00
420-535-47020	Bad Debt Expense	17,000.00	0.00	0.00	0.00	17,000.00	0.00
420-535-47100	Bond Pymt - Principal	7,000.00	0.00	0.00	0.00	7,000.00	0.00
420-535-47150	Note Payable	124,250.00	0.00	0.00	0.00	124,250.00	0.00
420-535-47250	Interest Expense	9,000.00	0.00	0.00	0.00	9,000.00	0.00
420-535-47270	Note Payable - Interest	24,430.00	12,862.24	1,768.90	0.00	11,567.76	0.53
420-59200	Sewer Dep Exp Bldgs	0.00	3,295.29	549.21	0.00	3,295.29-	0.00
420-59400	Sewer Dep Exp Infrastructure	0.00	176,141.02	28,496.72	0.00	176,141.02-	0.00
420-59600	Sewer Dep Exp Equ	0.00	41,374.64	6,204.24	0.00	41,374.64-	0.00
TOTAL SEWER EXPENSES		2,535,468.98	1,082,999.15	178,417.39	36,257.18	1,452,469.83	0.42
TRANSFERS & ENDING BAL							
ENDING RESERVES		76,150.00	0.00	0.00	0.00	76,150.00	0.00
TOTAL FUND 420 SEWER FUND		2,611,618.98	1,082,999.15	178,417.39	36,257.18	1,528,619.83	0.41
GRAND TOTAL EXPENDITURES		16,785,245.16	4,317,981.46	623,374.18	121,008.46	12,467,263.70	0.25



City of Freeport

REGULAR COUNCIL MEETING MINUTES

February 11, 2020, 9:00 AM
Council Chambers, 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, Finance Officer Sara Bowers, Finance Assistant Joyce Sunday, Billing Manager Debbie Roberts, City Engineer Alex Rouchaleau, Interim City Clerk Lori Cox

Others Present City Engineer Cliff Knauer

1. Meeting Called to Order

The meeting was called to order at 9:00 am by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

The invocation was given by Councilman Farris, followed by the Pledge of Allegiance to the American Flag.

3. Request for Placement on the City Council Agenda

a. Mike Luecke

Mayor Russ Barley explained that Mr. Luecke's sewer charge issue had been brought back for consideration from the January 23, 2020 Regular Council Meeting to allow staff to research his request.

Mr. Luecke requested sewer charges from October 2019 to January 2, 2020 be credited back to his account because he claimed the sewer system was not hooked up at the time.

Mr. Luecke also requested that the city to provide him with documentation as to when sewer charges begin.

Billing Manager Debbie Roberts approached the podium and explained that our normal billing procedure is to bill after the work order for a sewer tap is complete. Sewer charges are a base rate to water consumption; not separately metered. Roberts referenced and read Article 2.8 from city Ordinance 91-3 , "Sewer charges shall be in effect within 120 days of notification of the availability of sewer service...." as city documentation.

Roberts then stated that the customer's submitted application did not indicate that service would be for a secondary home going on the property since the number of units on the form was marked "1". The address written on the Availability Letter by the customer was the address for the existing home on the property that had a septic system. Roberts also noted that the City Ordinance does not allow customers to be double connected since each home must have its own water meter and sewer tap.

City Attorney Clay Adkinson asked Roberts to confirm that if two homes were connected to one tap, would the sewer charges exceed the base rate.

Roberts affirmed sewer charges would be higher when two homes were connected to one meter; sewer is not metered separately.

Adkinson believed the customer initially presented the issue to Council at the January 23rd meeting as a flaw in the city's Ordinance structure. Adkinson stated that is not the case, nor is there a flaw in policy. The customer was clearly a part of the required Ordinance 91-3 provision, since the customer did contemplate sewer connection according to the submitted Availability Letter for one unit. He informed Council the customer was in violation of city code by having more than one unit connected to one tap and is required to have two taps. He referred the issue back to Council for their discretion but noted their decision should come with a contingency for the customer to become compliant with city code.

Moved by: Councilwoman Brannon

Seconded by: Councilman McCormick

Motion: To deny request for credit and require the customer to become compliant by installing a second meter and tap within one hundred twenty days to the property.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

4. **Public Comment on Consent Agenda- none.**

5. **Approval of Consent Agenda**

Moved by: Councilman Farris
Seconded by: Councilwoman Brannon

Motion: To approve the Consent Agenda as presented.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

- a. Bills paid
- b. Regular Council Meeting Minutes - January 14, 2020
- c. Regular Council Meeting Minutes - January 23, 2020

6. Consideration of Additions/Deletions to Agenda

- a. ADDITION: Councilwoman Haffner - Project Manager Update
- b. ADDITION: Legal - Election Districts
- c. ADDITION: Mayor - Future Council Meetings Due to Voting

7. Approval of Agenda with Additions/Deletions

Moved by: Councilwoman Brannon
Seconded by: Councilwoman Haffner

Motion: To approve the Agenda with the specified additions as presented.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

8. Staff Reports

- a. Water - none.
- b. Sewer - none.
- c. Parks - none.
- d. City Clerk - none.
- e. Finance

1. Wastewater Facility Optimization

Finance Officer Sara Bowers requested to move \$79,850.00 spent on sewer optimization from the Sewer Fund Account into the Operating Account.

Moved by: Councilwoman Brannon
Seconded by: Councilwoman Haffner

Motion: To approve moving \$79,850.00 from the Sewer Fund Account to the Sewer Operating Account.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

2. USDA Wastewater Treatment Plant Reconstruction/Expansion Project

Bowers requested to move \$216,000 from the Sewer Impact Account into the Sewer Operating Account.

Moved by: Councilwoman Haffner

Seconded by: Councilman Farris

Motion: To approve \$216,000 to be moved from the Sewer Impact Account to the Sewer Operating Account.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

3. American Data Group Conference

Bowers requested approval for Finance Assistant Joyce Sunday to attend the American Data Group Conference next month.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

Motion: Approval for Finance Assistant Joyce Sunday to attend the American Data Group Conference.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

4. SRF Loan Agreement Document

Bowers presented Amendment 1 to the State Revolving Fund Loan Agreement. The term erroneously stated that the loan term was for 20 years but per rule is 10 years.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

Motion: To approve Mayor Barley to execute Amendment 1 of the State Revolving Fund Loan Agreement.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

f. Billing

1. Request Approval of Sewer Forms

Billing Manager Roberts presented a new sewer connection form and an updated availability letter for Council approval. The new sewer connection form acknowledges receipt of paperwork, processes and time frames by the customer. The availability letter requires the customer to select the type of residence on the application.

Councilwoman Green requested to add grinder station installations to the form since this service is done by independent contractors and could possibly delay the sewer connection process.

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

Motion: To approve the forms; motions were amended to add the grinder station installation to the sewer connection form.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

g. Planning

1. Palm Street Townhomes Plat Approval

Planning Director Latilda Neel presented the Palm Street Townhomes for final plat approval subject to a final inspection taking place in the afternoon. She described the property to be an eleven-townhome project on the west side of Palm Street, north of Blueberry Rd.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

Motion: To approve the Palm Street Townhomes final plat subject to final inspection.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

2. Special Event Permit - Blood Drive

Neel presented a special event permit application for a blood drive sponsored by One Blood. A waiver of fees has been requested as the event would be non-profit. The event would be held in Hammock Bay on Saturday, February 15, 2020.

Moved by: Councilwoman Brannon

Seconded by: Councilman Farris

Motion: To approve the One Blood special event permit and waive fees.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

h. Legal

1. ADDITION: Election Districts

City Attorney Adkinson asked for Council guidance on the proposed city redistricting. Adkinson explained that it is time to take into consideration the city's substantial growth and to ensure fair representative apportionment. He explained there were several options the Council could take in redistricting process, but recommended waiting until the voter registration data is available mid-summer and the 2020 Census is complete.

Council consensus was to wait for the data to become available mid-summer and to address redistricting then.

Council Action: none.

i. Engineering

1. US 331 North Utilities

City Engineer Alex Rouchaleau presented several items pertaining to the US 331 North Utility Project.

- a. Executed easement deeds from the Preserve and Owl's Head properties.
- b. An executed Owl's Head Developer's Agreement; committing the developer to a payment schedule so the city can move forward with design and construction of the sewer expansion.
- c. The engineering proposal for the design, permitting and construction of the US 331 North Wastewater Expansion.
- d. An overview of the project scope
- e. A summary of 331 North Impact / Capacity Fee Assignments
- f. A preliminary cost estimate of the project

Councilwoman Green referenced the Developers Agreement and asked for clarification on water improvements the city was planning on doing on the project.

Rouchaleau stated that future plans would consist of adding in an 18-inch water main coming from the Owl's Head property well 5 location that would run all of the way down US 331. He noted, the developer would pay water fees upfront, but the current plan did not include adding the 18-inch water main at this time.

Councilwoman Green noted that the agreement stated that the City must complete water projects.

City Attorney Adkinson expressed concern that the city's obligation to water projects have not been identified within the agreement and that the verbiage ties the approval of a plat to city water and sewer project completion. Adkinson wanted to state for the record that approval of this agreement does not constitute approval to build in the area, it is just an approval of a plat. Plat approval does not mean vertical construction and does not contemplate any real construction element. Until significant infrastructure is available, no one will get to build in this area. Adkinson believed the agreement needs to have a better definition of the water projects and fees or eliminate reference to it.

Discussion ensued over fees that are necessary to collect to initiate the project.

City Engineer Cliff Knauer approached the podium and noted that well 5 is next to the development site and that there will be 8 months to a year of site work improvements the developer will have while the sewer will be installed down US 331. The developer has committed to putting in a significant water line as part of their project and they will have access to water. He did not think there would be an issue with them paying their water impact fees on the schedule in the event that the city would have a need for the money for a water project that is not currently scheduled. He stated that there may be an opportunity to make upgrades from the discharge pipe coming from the tank to the water line the developer is putting in as a part of their project. The city could use the funds to upgrade to an 18-inch pipe.

Attorney Adkinson asked if Dewberry would like to add the upgrade as part of the city's contemplation.

Knauer stated that the upgrade is not on the radar to do currently but will definitely need to be done.

Adkinson suggested changing the agreement verbiage to state that the developer and city agree that no specific project as of yet has been identified for the water fees and no completion or commencement of project shall reference any water portion of the project.

Rouchaleau to present the changes to the developer and to bring back the agreement at the next meeting for Council review.

Councilwoman Green then referenced LaGrange Landing from the 331 North Impact / Capacity Fee Assignment list and asked for an update on sewer rerouting for that area.

Knauer explained that though they are not in the position to do now, the overall objective once the forcemain on US 331 gets installed would be to reverse the flow and go down US 331 straight to the sewer plant as opposed to going through town on SR 20.

Council Action: None.

2. SRF Phase I Wastewater Improvements - Change Order #3

Rouchaleau presented change order 3 for Phase I Wastewater Utility Upgrades. The cost increase was due to changes in fencing material from chain link to wood fencing for lift stations at US 331 and Hammock Trail East. The second cost increase was for additional piping needed for a third lift station.

Moved by: Councilwoman Green

Seconded by: Councilman McCormick

Motion: To approve change order #3 in the amount of \$67,708.00 for the Phase I Wastewater Utility Upgrades presented.

Carried

3. 83A East Watermain Improvements Contract Approval

Rouchaleau presented the bid tab for R&B Contracting containing three versions of optional project scopes for the 83A East Water main improvements. Rouchaleau informed the Council that he and Water Supervisor Larry Tuggle preferred to do the project in its entirety. Sod and silt fencing could be paid for as unit price items and the City could purchase the materials to receive the tax savings on the project to save money.

Moved by: Councilman Farris

Seconded by: Councilman McCormick

Motion: To award the full bid amount of \$955,688.34 to the lowest bidder; R&B Contracting, to pay for sod and silt fencing as unit price items and the City of purchase materials to receive the tax savings.

Carried

4. Wastewater Treatment Plant Facility Rib Improvements

Rouchaleau informed the Council that the discharge to the ribs at the wastewater treatment plant facility is not functioning the way that it should; adequate resting for the ribs is a DEP permit requirement. He put together a cost estimate and proposed

modifications to increase the flow to the ribs. The conceptual cost estimate is \$85,725.00. He and city representatives will be attending a meeting with DEP tomorrow and will discuss the recent permit application and existing consent items on the consent order and will discuss the rib situation with them and ask for their guidance.

Councilwoman Green stated that rib repairs were on the Consent Agenda a couple of years back and asked if the repairs were done.

Rouchaleau informed her that some modifications had been done at that time but has not been sufficient.

Councilwoman Green asked if the proposed modifications would be compatible with the new treatment plant.

Rouchaleau stated that it would not be compatible, but a \$23,000 pump could be reused at the new plant, but he will discuss it with DEP.

Council Action: None.

5. Update

Rouchaleau updated the Council on the directional boring contractor working on the forcemain project in Hammock Bay. He explained that Cinch lost a bore and when they tried to retrieve it the entrance to the Lake Club became compromised. The road will be closed until the necessary repairs can be made.

Council Action: None.

9. Old Business

a. MOU - US Marine Corps/City of Freeport

Clerk Assistant Lori Cox presented an email response from the Special Marine Corps regarding questions the Council had about firearms and helicopters potentially used in training. The email stated that firearms and helicopters would not be used.

Council was in support of the training but had concerns about possible cell phone outages during training, the impact it would have on citizens, and the length of the agreement.

Council directed Cox to ask if the agreement could be done on a yearly basis as opposed to a five-year term.

Council Action: None.

b. Pending List - City of Freeport & Dewberry

Councilwoman Brannon requested an update on the road agreement with Walton County.

Adkinson updated Council that he and Planning Director Neel recently received a complete list of roads that the county indicated are within the City of Freeport that the county has expended money on. Currently, he is attempting to get the exact remittiturs of

taxes that were being withheld during the five-year period agreement. Adkinson felt that once that information was received the Council will have a better idea of what steps to take next.

Neel discussed her county conversations and felt the next issue will be for the City to determine the needed funding beyond the county acknowledged roads.

Adkinson stated that the county gave them a total road and bridge tax county wide with a pro rata distribution for Freeport, that now needs to be compared to what the citizen's actually pay. Adkinson suggested prioritizing roads with the County as well.

Council Action: None.

10. New Business

a. Mayor Russ Barley

1. Chelco Easement

Mayor requested approval to execute the Chelco right-of-way easement on Parcel ID# 10-1S-19-23000-005-0013.

Councilwoman Green asked the location of the property.

Neel explained that it is located on Water Tower Rd. and Chelco is requesting a 30-foot utility easement.

Cox stated that Water Supervisor Larry Tuggle had Chelco out to show him specifically where the easement would be; Tuggle did not have any issues with where the easement would be.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

Motion: To approve the execution of the Chelco utility easement on Water Tower Road as presented.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

2. City Clerk

Mayor Barley requested to discuss the City Clerk position with the Council. He explained that Cox has been the Interim City Clerk for 10 months with no additional compensation. He mentioned that she had been attending Florida Association of City Clerk classes and requested additional compensation for the work she has done.

Council consensus was to give a 10% increase while serving in the position: effective the following pay period.

Moved by: Councilwoman Haffner

Seconded by: Councilman Farris

Motion: To approve a temporary ten percent pay increase while serving as Interim City Clerk effective March 17, 2020.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

3. ADDITION: Future Council Meeting Due to Voting

Mayor Barley informed the Council that an election was going to be held in the Freeport City Council Chambers March 5-19 and a Council Meeting is scheduled during that time period. He mentioned the Council Meeting will have to be changed and meetings in August and October will have to be changed as well.

City Engineer Cliff Knauer suggested the use of the County Commissioners Board Room in the Freeport Commons Business Complex.

Consensus was to check on the availability of the Board Room and have Cox let the Council know.

Council Action: none.

b. Councilwoman Brannon

c. Councilman Farris

1. Community Center/Senior Citizens Center

Councilman Farris informed the Council that he has had several citizens talk to him about the future plans for the community center and the possibility of having a senior citizens center. Councilman Farris felt that a senior citizens center would be a great idea and invited Planning Director Neel to speak about the future plans.

Neel explained that there is a 4,000 square foot community center included in the master complex plan; design and funding still needs to be acquired. She informed the Council that the library expansion is a part of the master complex plan as well. The library board proposed to build a larger library where the community center was initially planned to go and use the existing library as the new community center and senior citizens center.

Councilwoman Haffner felt the plan was a great idea but was concerned with how long it would take to since the library is currently exploring grant and other funding opportunities.

Neel said that she would provide an update on how the library fund raising is going at the next meeting.

Councilwoman Green agreed that the library needs to be larger, but she had concerns with giving the citizens the older building as a community center as opposed to giving them a brand new one.

Council agreed that the citizens were promised a new community center and that is what they want to see happen. They discussed using the existing library as potential building for a senior citizens center.

2. City Streets Inquiry

Subject was addressed under the Pending List above.

d. Councilwoman Green

1. Traffic Concurrency

Councilwoman Green addressed traffic concurrency for future city growth and suggested setting up a Workshop to begin discussion.

City Engineer Rouchaleau agreed as improvements and maintenance is already needed due to the impact development is having on the roads.

Neel stated that the County is currently looking at implementing mobility fees as a funding source to maintain roads and bridges.

Rouchaleau mentioned that it might be good to wait until the County has implemented their plan.

Councilwoman Green agreed it was best to wait and to bring the matter back afterwards.

e. Councilwoman Haffner

1. ADDITION: Project Manager Update

Mayor Barley informed the Council that he spoke to Charlie Simmons about the Council proposed salary increase for the Project Manager position. Simmons preferred a \$25.00 hourly rate and to just charge for the actual hours worked in the Project Manager position.

Moved by: Councilwoman Haffner

Seconded by: Councilman Farris

Motion: To approve Interim Project Manager Charlie Simmons to be paid \$25.00 an hour and be paid on a monthly basis.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

Moved by: Councilman McCormick
Seconded by: Councilwoman Haffner

Motion: To approve Charlie Simmons to start as Interim Project Manager immediately.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

f. Councilman McCormick

11. Public Comment

Mathew Parker, Civil Engineer approached the podium and suggested that the City dictate what size water mains run through private property on US 331 to accommodate future growth. He asked Council to consider any possible future fees and the impact they would have on housing affordability. Mr. Parker also stated that the decisions made towards the County Roads Interlocal Agreement would impact developer's decisions on whether or not to make roads private or public.

City Attorney Adkinson suggested he speak with Planning Director Neel on details and issues within the Interlocal Agreement.

City Engineer Rouchaleau informed him that the current plans to put in an 18" water line would handle additional city growth.

12. Adjournment

Mayor Barley motioned to adjourn. The meeting adjourned at 10:59 a.m.

Mayor

City Clerk Assistant



City of Freeport

REGULAR COUNCIL MEETING MINUTES

February 27, 2020, 6:30 PM
Council Chambers, 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, Water Supervisor Larry Tuggle, Sewer Supervisor Robert Fawcett, Finance Officer Sara Bowers, Finance Assistant Joyce Sunday, Billing Manager Debbie Roberts, Interim City Clerk Lori Cox

Others Present Planning Assistant Marge Gay

1. 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.

2. Invocation and Pledge of Allegiance

The invocation was given by Councilman Farris, followed by the Pledge of Allegiance to the American Flag.

3. Recognition of Guests

Mayor Russ Barley recognized Fire Chief Russell Batey and thanked him for his attendance.

4. Request for Placement on the City Council Agenda

a. Debbie Bell - Leak Adjustment Request

Ms. Bell and Billing Manager Debbie Roberts approached the podium. Roberts explained that Ms. Bell had a leak on the property which has since been repaired. Ms. Bell was requesting to have her second bill adjusted.

Moved by: Councilwoman Haffner
Seconded by: Councilwoman Brannon

Motion: To reduce Ms. Bell's second water bill by fifty percent.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

5. Public Comment on Consent Agenda - none.

6. Approval of Consent Agenda

Moved by: Councilwoman Haffner
Seconded by: Councilman Farris

Motion: To approve the Consent Agenda as presented.

Ayes (4): Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Nays (1): Councilwoman Green

Carried (4 to 1)

- a. Bills Paid
- b. Revenue / Expenditure Report FY 2019-2020
- c. Regular Council Meeting Minutes - January 14, 2020 - (page 7 corrected)

7. Consideration of Additions/Deletions to Agenda

ADDITION: Project Manager

- American Legion Property next to City Hall
- Update under Engineering

DELETE: Councilwoman Green - Trees

ADDITION: Councilwoman Green - Meeting Minutes

DELETE: Engineering - SRF Phase I Wastewater Improvements - Proposed Change Order

8. Approval of Agenda with Additions/Deletions

Moved by: Councilwoman Brannon
Seconded by: Councilwoman Haffner

Motion: To approve the Agenda with the specified additions and deletions as presented.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

9. Staff Reports

- a. Water - none.
- b. Sewer - none.
- c. Parks

1. ADDITION: American Legion Property Next to City Hall

Project Manager Charlie Simmons updated Council on the American Legion property the City is attempting to acquire. The American Legion has consented to sell the property for \$55,000. The property would become a part of the Master Complex Plan.

City Attorney Adkinson added that the contract was contingent on Council approval and the property appraising for the purchase price, but Council could exempt property from appraisal.

Councilwoman Brannon suggested exempting the appraisal because of the cost and the length of time it takes to complete. She also mentioned that appraisers are backed up and with her knowledge of the market; the property is worth more than \$55,000

Moved by: Councilwoman Brannon

Seconded by: Councilman Farris

Motion: To accept the American Legion contract price for \$55,000 and exempt the appraisal.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

- d. City Clerk - none.
- e. Finance

1. Resolution for State Revolving Fund (SRF) Loan Agreement

Finance Officer Sara Bowers informed the Council that the Resolution relating to the SRF Project DW660330, which was passed in May of last year, excluded a current bond issue in how water revenues were to be pledged. The presented Resolution would be a remedy so that the City can be reimbursed for the project's expenses.

Moved by: Councilwoman Brannon
Seconded by: Councilman McCormick

Motion: To approve Resolution 2020-02.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

f. Billing - none.

g. Planning

1. LDC Ordinance 1st Reading/Approval for advertising for 2nd Reading

2. Speed Limit Ordinance 1st Reading/Approval for advertising 2nd Reading

Neel presented a Speed Limit Ordinance per Council direction; this would establish a process for changing a speed limit on a road. Neel requested approval for first reading and advertise for second reading.

Moved by: Councilwoman Green
Seconded by: Councilman Farris

Motion: To approve first reading of the Ordinance and advertise for seconding reading.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

3. Request to Attend Florida Rural Economic Development Summit 4/29-5/1

Neel requested to attend the 2020 Florida Rural Economic Development Summit.

Moved by: Councilwoman Brannon
Seconded by: Councilman McCormick

Motion: Approval for Neel to attend the Florida Rural Development Summit April 29th - May 1st, 2020.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

4. Final Plat - Verandas Phase 1-C-2

Neel presented the Final Plat for Veranda's Phase 1-C-2; part of phase one.

Moved by: Councilman Farris
Seconded by: Councilwoman Haffner

Motion: To approve the Veranda's Final Plat and Council signature.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

5. New Library Funding Update/Chase Barfield - FFPL

Neel invited Chase Barfield who is with of the Friends of Freeport Public Library to give an update on library funding efforts.

Mr. Barfield approached the podium and explained to Council that the library cannot expand at the current location. He said that the new library needs to be 10,000 sq. feet to meet the current population. They have been trying to raise money privately and are looking to foundations and state grants for funding but need a location.

Councilwoman Green requested having architectural guidelines for the entire of City Center.

Moved by: Councilwoman Green
Seconded by: Councilwoman Haffner

Motion: To instruct staff to prepare guidelines that any building in the City Center property would have to be architecturally similar and stylistically compatible with the existing City Hall.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

6. Resolution - RAO Designation Continuation

Neel presented a Resolution expressing support for the continuation of the Rural Area of Opportunity designation which has to be renewed every five years.

Moved by: Councilwoman Brannon
Seconded by: Councilwoman Green

Motion: To approve the Rural Area of Opportunity Resolution 2020-03.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

7. Special Event Permit / FFPL Sidewalk Book Sale at City Hall

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

Motion: To approve the Friends of Freeport Public Library Special Event on March 7, 2020 and waive permit fees.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

8. City Park Usage Ordinance 1st Reading/Approval to advertise for 2nd Reading

Neel presented a parks usage Ordinance and requested to hold first reading and advertise for second reading.

Councilwoman Green questioned if Section 3 a.a. should also include dumping in general.

City Attorney Adkinson advised leaving the section in the Ordinance in a broader form and to amend if needed.

Councilwoman Haffner had concerns the verbiage in Section 3; d., e. and f. regarding animals and felt it should have more clarity.

Consensus was for Neel to add to "or any other pet or livestock" to item e.

Moved by: Councilwoman Haffner

Seconded by: Councilman McCormick

Motion: To approve first reading of the Parks Usage Ordinance with the corrections as stated and to advertise for second reading.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

h. Legal

1. Request for Attorney-Client Session in JAB Holdings, LLC v. City of Freeport

City Attorney Adkinson informed Council that a closed-door executive session was requested by JAB Holdings, LLC. He suggested having the meeting at the end of the March 10th Regular Council Meeting.

Moved by: Councilwoman Brannon
Seconded by: Councilwoman Green

Motion: To hold the executive secession, closed door meeting with JAB Holdings, LLC following the March 10th Regular Council Meeting.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

2. Update

Adkinson provided an update to Council on the Reclaim Use discussions. He felt that a memorandum of understanding with Freeport 860 would be the best way to keep moving forward with FDEP permitting at the wastewater treatment plant. Pending revisions, he hopes to have the MOU back for Council review at the next meeting.

Council Action: none.

i. Engineering

1. Tank #2 Re-Painting Bid Award

City Engineer Rouchaleau presented the bid tabulation for the repainting of tank #2. He requested approval to award the project to the lowest bidder, US Tank, Inc.

Moved by: Councilwoman Haffner
Seconded by: Councilwoman Brannon

Motion: To award the repaint project to the lowest bidder US Tank, LLC

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

2. Storage Tank Inspection Proposal

Rouchaleau presented a proposal for Elevated Water Storage Tank Inspection and Maintenance.

Water Supervisor Larry Tuggle suggested to move ahead with the project since he has been trying to get the tank maintenance in place for years. He noted that since the re-paint project came in under budget the money is available to do the inspection and maintenance.

Moved by: Councilman Farris
Seconded by: Councilwoman Haffner

Motion: To approve the Elevated Storage Tank Inspection and Maintenance Proposal.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

3. Revised Developer's Agreement US 331 Sewer Expansion

Rouchaleau presented a revised Owl's Head Farms Developers Agreement for Council approval.

Moved by: Councilman Farris

Seconded by: Councilman McCormick

Motion: To authorize the Mayor to execute the Owl's Head Farms Developers Agreement upon receipt of the executed Developer's Agreement from the Developer.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

4. DELETION: SRF Phase I Wastewater Improvements - Proposed Change Order

5. Forcemain Improvements on 83A East

Rouchaleau explained that there is currently a 6" forcemain down East Bay Loop and with the addition of the Parkview subdivision in Hammock Bay there will be some capacity issues in the near future. Since there is no money in the budget to expand the forcemain and replace it, he proposed including 1000 feet of forcemain upgrade to the West Bay Loop project to tie into Hammock Trail East and go south of where Parkview ties in to the existing forcemain. Construction costs would be an additional \$25,000-\$30,000. He would like to include it into the design with no additional costs to design or engineering to include as part of the project.

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

Motion: To approve the addition of the forcemain to the West Bay Loop project.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

6. Approval of Revised Utility Rates Documented in the Commercial Rate Study

Rouchaleau presented revised utility rates in the commercial rate study with proposed mobile home park and commercial utility rates, residential rates will not change.

Moved by: Councilwoman Brannon

Seconded by: Councilman Farris

Motion: To adopt the Commercial Rate Study.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

Motion: To bring an Ordinance back that moves rates including the Commercial rates into Resolution format and the bring a Resolution back for Council's adoption.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

7. ADDITION: Update

Project Manager Simmons gave an update on the Wastewater Treatment Facility. He stated that meetings had been occurring on how to speed up completing actions on the DEP Consent Order. The costs to haul sludge has been high, so a screw press will be brought on site to cut the cost in half and speed the process up.

Engineer Chris Lightfoot explained to Council that the screw press will allow the plant to run more efficiently and assist in getting the reuse system online. Once approved by DEP, Lightfoot estimates having the reuse system up and running within 3-6 months.

Simmons said that Lightfoot will oversee the consent order and will do all correspondence with DEP.

Simmons then provided an update on the roads, he said that he spoke with Buddy Wright at the County and he is learning how the Gas Tax operates. He has meetings next week with the Administrator to start to put a plan together.

Council Action: none.

10. Old Business

- a. Future Council Meetings Due to Voting

Mayor Barley announced that the March 10, 2020 Regular Council Meeting will be held at the County Commissioners Board Room in the Freeport Commons Business Park due to voting taking place in the Council Chambers.

b. City Manager Hiring Process

Adkinson asked for Council guidance on the City Manager interview process occurring on March 5, 2020 and what they would like to see happen.

Councilwoman Green liked the idea to have one on one discussions with candidates and for the Mayor and Simmons to take them on a tour of the city.

Council consensus was to have one on one meetings prior to the Special Meeting, staggering the times for interviews allowing an hour for each interview.

Council to give feedback later on questions to be asked.

Cox asked for Council feedback on paying for one day car rental and meal per diem.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

Motion: To reimburse City Manager candidates for one day of rental car expense and one day of meal per diem.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

11. New Business

a. Mayor Russ Barley

1. Update

Mayor Barley announced that he and Charlie Simmons will be having a meeting with Senator Gainer in Tallahassee next Wednesday to discuss funding for city projects.

2. Safety Fees

Mayor Barley announced that Russell Batey and the Sheriff came by his office to discuss the cities safety/impact fees. He invited Mr. Batey to the podium to present to the Council.

Mr. Batey approached the podium to inform Council that the Freeport fire station was in need of some updates and remodeling to support the city's growth. He presented a slideshow of current pictures of the fire station and proposed updates.

Mr. Batey requested financial assistance from the city and proposed using funds from impact fees collected when the fire department was owned by the city.

Councilwoman Brannon asked what the agreement was with Walton County since it was her understanding that the County was to take care of maintenance on the building when it was turned over. She stated the building looked to be in terrible shape by the pictures.

Adkinson agreed with Councilwoman Brannon's assessment.

Neel stated that an entire year of impact fees were given to the County during the transfer in the amount of \$156,000.

Councilwoman Brannon asked what was left in the Safety Fee fund, Mayor Barley responded with \$166,353.77

Council and staff discussed that a portion of the money in the Safety Fee fund has already been allocated and used for safety improvements which were previously budgeted for in October of 2019.

Adkinson stated that the Safety Fee fund was strictly to be used towards "safety" and could not be used towards "maintenance".

b. Councilwoman Brannon - none.

c. Councilman Farris

1. MOU- US Marine Corps/City of Freeport

Councilman Farris stated that he had talked with Austin Clancy with the US Marines Special Ops, several City Managers, Police Chief's, and contacts at the Sheriff's department; they all felt comfortable and supported the US Marine Special Ops training. Mr. Clancy told him that there will not be helicopters coming in and armed people as the Council originally had concerns about, and that they would notify the community and local law enforcement 4 weeks prior to training. Councilman Farris felt that the MOU needed to be supported. He then asked for Council direction.

Councilwoman Green stated that the concerns with the MOU was never about not supporting the military, troops or law enforcement and felt the subject had been misconstrued by the public. The issues stemming from the MOU were concerns for citizens, how the contract was written, and clarity needed on portions of the contract. She felt that it was Council's duty to the citizens to ensure the contract was clearly written and that the Council felt comfortable with it. Councilwoman Green did not have a problem with the contract, but she preferred that the contract have a point of contact, and for the city to determine if the training should be completed at the desired time period.

Councilwoman Brannon also agreed and felt the MOU had been misconstrued. She expressed her support for the military and agreed that the contract originally had discrepancies. She stated that Council had wanted to see if the contract could be changed from a five-year agreement to a one-year agreement at the last meeting. She also wanted to see a point of contact named in the contract and wanted to know if training could be deferred if the Council deemed it necessary.

Councilwoman Green clarified that the contract stated that the city has a four-week advance notice clause, as well as an outline of the training that can either be approved or disapproved.

Councilman Farris said that according to his research, the City will be notified way ahead of time and the city has the right to say no to the training if necessary. Councilman Farris felt comfortable with the contract and thought the Mayor should be the point of contact. He also mentioned that the Sheriff's department would be notified about training as well.

Public Comment:

Resident Kristine Bacon approached the podium and stated that her husband is a Combat Special Operations Veteran and would be happy to answer any questions the Council have. She stated that this training is vital to the military and that contracts are typically five-year contracts in order to project training in advance.

Resident James Bird asked how many Marines would be coming in at one time since he felt that the extra traffic could affect the community on certain roads.

Councilwoman Haffner reiterated that the issues Council had were towards concerns for citizens.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

Motion: To approve execution of the Memorandum of Understanding with the US Marine Special Ops for a five-year term and to have the Mayor listed as the point of contact.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

d. Councilwoman Green

1. Safety

Councilwoman Green mentioned safety concerns for the Planning Department. She wanted to make sure a safety plan was in place and has been reviewed.

Neel informed her that someone from the Sheriff's office had made a safety assessment and recommendations for the Planning Department. She was going to send the list to Charlie Simmons to see what the City could afford to do immediately and what items needed to be budgeted for.

2. DELETION: Trees

3. ADDITION: Meeting Minutes

Councilwoman Green pointed out that with the new Agenda software, Council voting has changed and does not record how each Council member voted.

Council and Attorney consensus was to have the software changed to show roll call voting and have the minutes brought back with corrections. She also felt that minutes needed to show opposition and in favor of comments and wanted more detail in the minutes.

Adkinson noted for the record that the remaining Consent Agenda was correct and approved.

Moved by: Councilwoman Brannon

Seconded by: Councilman Farris

Motion: To reconsider approval the Consent Agenda; January meeting minutes to be corrected to reflect roll call voting and to be brought back at the next Council meeting for approval.

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

e. Councilwoman Haffner - none.

f. Councilman McCormick - none.

12. Public Comment

Resident Patrica Dowd and her son Chris approached the podium to inform Council that their water was disconnected due to an error on her part, but she is unable to receive the robocalls because they are blocked through their phone provider.

Councilwoman Haffner asked if she was getting her bill by mail and Ms. Dowd replied, yes. Councilwoman Haffner mentioned that she also had the option to receive her bill by email if she chose to do so.

Adkinson had asked Bowers to investigate what type of certification can be given to governmental agencies to be exempt from call blocking.

Resident Kristine Bacon approached the podium and asked the Council to address how they plan to address the traffic issues.

Council and staff addressed the issue and told her that Council can only make requests on traffic problems as citizens, not elected officials. Traffic issues are strictly controlled by Florida Department of Transportation and that there is a current FDOT study and plan in progress to address the traffic problems in Freeport.

13. Adjournment

Mayor Barley motioned to adjourn. The meeting adjourned at 8:41 p.m.

Mayor

City Clerk Assistant

BUDGET AMENDMENT #4
 FISCAL YEAR ENDING 2020

Reason for the amendment:
 To account for the required additional testing of the water system and the purchase of a new truck to replace the one totaled.

INCREASE					
Expense	410-533-43135	Water - Outside Lab Services	\$ 10,400.00	DECREASE	
	410-533-46410	Water - Equ Major >\$10,000	\$ 29,410.00	Expense	410-533-44620
				Water - System Maint. & Repairs	\$ 19,180.00
				INCREASE	
				Revenue	410-34369
				Water - Insurance Proceeds	\$ 20,630.00
Subtotal			<u>\$ 39,810.00</u>		<u>\$ 39,810.00</u>

Tab 3

Tab 4



Freeport Planning & Zoning Department
P.O. BOX 339 * 16040 HWY 331 BUSINESS * FREEPORT, FLORIDA 32439

Date: April 16, 2020

To: Freeport City Council

From: Latilda Hughes-Neel AICP, Planning Director

Re: Ships Chandler Phase II

Development Summary

Project: Ships Chandler Phase II

Parcel #: 22-1S-19-23000-018-0010/0011

Location: E side of US 331, south, just below Magnolia Tribe Chiropractic and across from Sparkleberry Lane.

Future Land Use/Zoning: UD/C-2

Development: 12.6 acres of boat storage and exterior storage

Recommendation from the Planning & Development Review Board: approval

CITY OF FREEPORT
ORDINANCE NUMBER 2020-__

AN ORDINANCE AMENDING THE FREEPORT LAND DEVELOPMENT CODE; ADDING SPECIAL EVENT, SPECIAL EVENT APPLICATION AND SPECIAL EVENT PERMIT TO APPENDIX B – DEFINITIONS; PROVIDING FOR AUTHORITY AND PURPOSE, CONFLICT SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, Sections 163.320 and 163.3203, Florida Statutes require provisions established in comprehensive plans to be implemented by land development regulations; and

WHEREAS, the City of Freeport has adopted a Land Development Code in accordance with these statutes to ensure the City's orderly growth and development; and

WHEREAS, the City of Freeport finds it necessary to amend and update certain section of the current Land Development Code; and

WHEREAS, the City of Freeport desires to carefully monitor the activities associated with Special Events being held outside of City parks and take measures to protect the health, safety and welfare of the citizens of Freeport; and

WHEREAS, the City of Freeport, to ensure the City's continued orderly growth and development, the City of Freeport finds it prudent to amend its Land Development Code to respond to changing needs and conditions.

NOW BE IT THEREFORE ORDAINED BY THE CITY COUNCIL OF THE CITY OF FREEPORT, that the Freeport Land Development Code is amended as follows:

Section 1: Amended Language

The language of the Freeport Land Development Code shall be amended as follows:

APPENDIX B – DEFINITIONS

Special Event: A one-time event held by any Club/Special Interest Group, Business, a Church/School/Daycare or a Residential Development which

- a. Will close or impede a portion or all of a city street or county road for events such as walks, runs, races, parades, horse (or other animal) buggy/carriage rides or cause the general public to park outside of normal parking areas onto grassed areas, road shoulders or off-site areas or which will take over parking areas which are normally reserved for another use; and/or
- b. Will generate traffic and participation by the general public over and above the normal traffic expected during normal business hours; and/or

CITY OF FREEPORT
ORDINANCE NUMBER 2020-__

- c. Is being advertised to the general public or on social media as a festival, tournament, charity fund-raising event, block party, tailgating, auctions, community fund-raisers, tournaments, short term car sale or any other similar use supplemental to the normal operations of the entity/premises; and/or
- d. Is an activity or event that is organized and promoted to attract a crowd of 30 or more persons to promote commercial interests or is sponsored by commercial interests; and/or
- e. Will, as a component of the event, invite or provide one or more vending operations and /or provide food/drink for sale as a component of the event.
- f. Any temporary tents/structures which are a component of the Special Event may be present onsite a maximum of 72 hours, including the day of the event. Vehicles and food trucks are allowed on-site the day of the event only.
- g. **NOTE: an event serving or selling alcoholic beverages shall not be approved within 1000 feet of a church, daycare facility or school, per Ordinance 80-3**

Exceptions: venue rentals outside of business hours in structures/on premises which have a valid development order and where such events are allowed under the conditions of the development order; funerals/funeral home visitations., public school events; events scheduled to take place in city parks/ rentals of city facilities which are covered through a separate permitting process. A Special Event does not include private parties by private property owners with no commercial gain or benefit; hosted and attended by the owner of the property.

Special Event Process Requirements: All requests for a Special Event Permit must complete a Special Event Application and submit all required documentation to the Planning & Zoning Dept. The Special Event Permit will be issued by the Planning & Zoning Dept. submittal to the approval and conditions specified by the City Council approved by the City Council during a regular city council meeting.

Special Event Application: a development application supplied by the Planning & Zoning Department for the purpose of holding a Special Event. Said application shall include but not be limited to:

- Proof of Ownership
- Notarized Letter from Property Owner granting permission if applicant is not the owner
- Current Valid Development Order for premises/C/O for Structures.
- Site plan showing set-up; structures, parking areas, setbacks, activity areas
- Time/Date/Hours of Event.
- Anticipated Crowd Size
- Proof of Liability Insurance
- Food-Handlers License from all food vendors including permanent restaurant facilities.

**CITY OF FREEPORT
ORDINANCE NUMBER 2020-__**

- Beer/wine serve permit from Bureau of Alcohol and Tobacco for premises.
- Restroom facilities for event
- Public safety/first aid arrangements for event
- Temporary Signage permit application for structure/ground signs for event.
- Application Fee of \$250. If the application is a fundraiser for a charitable event, the City Council reserves the right to waive said fee.

Special Event Permit: a Development Order issued by the Planning & Zoning Dept. for a specific Special Event which includes all conditions for the approval issued by the City Council.

Section 2: Numbering

The Articles, Sections, and Subsections will be re-numbered post-revision as required.

Section 3: Authority and Purpose.

This ordinance is adopted pursuant to the authority granted to cities by Chapter 125, Florida Statutes.

Section 4: Conflict.

Those portions of this ordinance whose subject matter is the Land Development Code and/or the Comprehensive Plan which are in conflict are hereby repealed.

Section 4: Severability.

Should any word, phrase, sentence, or section of this ordinance be held by a court of competent jurisdiction to be illegal, void, unenforceable, or unconstitutional, then such language shall be severed from this ordinance and the remainder of the ordinance shall remain in full force and effect.

Section 5: Effective Date:

This ordinance shall take effect as provided by law.

**CITY OF FREEPORT
ORDINANCE NUMBER 2020-__**

ADOPTED in an advertised public hearing of the City Council of the City of Freeport
this ____ day of _____ 2020.

FREEPORT CITY COUNCIL

Mayor

ATTEST:

City Clerk

PDRB Public Hearing: August 7, 2019

PDRB Public Hearing: October 2, 2019

FCC 1st Reading/Revised Ordinance Public Hearing: March 10, 2020

FCC 2nd Reading/Adoption Public Hearing: April 23, 2020 (tent.)

RESOLUTION 2020-__

WHEREAS, the City of Freeport Government Complex is located within the City of Freeport at 112 State Road 20 West, Freeport Florida 32439; and

WHEREAS, the Freeport City Council has a Freeport Government Complex Phased Master Plan; and

WHEREAS, the Freeport City Council desires that the future construction of structures within the Government Complex be compatible to the design and architecture of Freeport City Hall and grounds; and

NOW THEREFORE BE IT RESOLVED by the City Council of Freeport, Florida, and the following standards shall apply to structure developed within the Governmental Complex:

- Standing seam metal roofing matching or similar to the blue color of the roof of City Hall.
- Lap-siding matching or similar to the beige/tan color of the siding on City Hall.
- White trim, window facings pilasters and doors. White half-circle trim / Arches above windows/doors. White square columns; singular or grouped.
- Porches provided on front of structures.
- Trees defined of protected trees preserved per the requirements of the Freeport Land Development Code.
- Landscaping compatible with the City Hall grounds landscaping, to include canopy trees, understory trees, shrubs and groundcover.
- Fencing similar or the same as the current fencing on City Hall grounds.
- All signage reviewed/approved per the Freeport Land Development Code.

RESOLUTION 2020-__

ADOPTED this ____ day of _____ 2020.

FREEPORT CITY COUNCIL

Mayor

ATTEST:

City Clerk

Freeport City Council Hearing: _____, 2020

DRAFT