

City of Freeport
REGULAR COUNCIL MEETING MINUTES
February 10, 2015

I. Meeting Called to Order

The meeting was called to order by Mayor Russ Barley at 7:00 pm.

Council Members present: Councilman Eddie Farris, Councilwoman Kasey Cuchens, Councilwoman Janice McLean, Mayor Russ Barley, Councilwoman Elizabeth Brannon and Councilwoman Jennifer Laird.

City Staff present: City Attorney Clayton Adkinson and City Clerk Gary Mattison.

II. Invocation and Pledge of Allegiance

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

III. Approval of Past Minutes –01/22/15 RCM & 2/3/15 SCM

Council Action: Motion by Councilwoman Cuchens and second by Councilwoman Brannon to approve the minutes as presented. All ayes: motion carried.

IV. Approval of Additions/Deletions to Council Agenda

City Clerk Mattison requested the addition of a Water Department purchase.

Parks Director Weiler requested that her Item 10 be deleted.

Added items have underlined titles. Deleted items have ~~strike-through~~ titles.

V. Staff Reports

A. City Clerk Matters

1. Informational-Monthly Expenditure Report
2. Review Proposal to purchase Security Camera System for City Hall, Water Plant, Sewer Plant and Sports Complex

Council Discussion: Councilwoman Brannon suggested that the Council should look into “streaming” the Council meetings in real time, as was being done by the

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County.

Council Action: Motion by Councilman Farris and second by Councilwoman Brannon to approve the purchase of the security camera system for City Hall, Water Plant, Sewer Plant and the Sports Complex. All ayes; motion carried.

3. Remarks to Auditor's Report

City Clerk Mattison informed the Council that all monies were accounted for; there were no "found monies". Also, Mattison informed the Council that the misplaced deposits were found.

Council Discussion: Attorney Adkinson advised the Council that they should vote to accept the 2013-2014 Auditor's Report.

Council Action: Motion by Councilwoman McLean and second by Councilwoman Brannon. All ayes; motion carried.

4. Water Department Purchase

Mattison presented the proposal to purchase a module for the Water Department Scada System for \$3,290.00.

Council Action: Motion by Councilwoman Brannon and second by Councilwoman Cuchens to approve the purchase. All ayes; motion carried.

B. Planning & Zoning

City Clerk Mattison presented these items for Planner Hughes-Neel who was absent.

1. Council Proclamation/Dixie Phonics

Mr. Herbert Carter appeared before the Council to discuss his request; to create a platform for local artists.

Council Discussion: Attorney Adkinson advised the Council that no vote was need for a Council Proclamation.

Council Action: No vote taken; general assent for proclamation to signed.

2. Walton Education Foundation/Special Event Permit Application
5k and 10K Run on Hammock Bay streets

- a. Request to waive application fee

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Ms. M.H. Carr presented on behalf of the Walton Education Foundation.

Council Discussion: Councilwoman McLean asked Ms. Carr not to hand out the complimentary beer donated by Grayton Beer to the participants on the city streets; to have that hand-off take place on private property. Ms. Carr agreed.

Council Action: Motion by Councilwoman Brannon and second by Councilwoman McLean to approve the event and waive the application fee with the above condition. All ayes; motion carried.

3. Planning Board Appointment

City Clerk Mattison referred the Council to the item memo which announced that Councilwoman Cuchens had appointed George Schissler Jr. as her representative on the Planning Board.

Council Action: Motion by Councilwoman Brannon and second by Councilman Farris to approve the appointment of George Schissler Jr. to the Planning Board. All ayes; motion carried.

C. Legal Matters

1. Black Creek-Freeport/Larry Hipsh

Attorney Adkinson updated the Council regarding a request from Larry Hipsh for refund of sewer/water taps associated with the Black Creek development. Adkinson has requested additional information.

2. Resolution 05-02 Fire Impact Fees

Attorney Adkinson stated that a resolution repealing Resolution 2005-02 Fire Impact Fees needs to be prepared and presented to the Council, due to the transfer of the Fire Department to the County. The Council generally assented to the repeal of Resolution and agreed to list the resolution to appeal on the next agenda.

D. Parks Department

1. Skate Park Funding (action item)

Parks Director Weiler presented this request to the Council. Weiler informed the Council that she was trying to acquire funding for a small skate park (@3,500 square feet) at the former batting cage location behind City Hall. It would be all

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concrete surfaces and consist of slopes, pipes and rails, but no bowls to avoid drainage issues. There would also be areas of the skate park set up for a graffiti gallery.

Board Discussion: A skate park was included in the original conceptual site plan for the Sports Complex. Having the facility would cut down on vandalism in the downtown area.

Council Action: Motion by Councilwoman Brannon, seconded by Councilwoman Laird to allow Weiler to pursue funding for a skate-park in the location specified. All ayes; motion carried.

2. Concession Equipment Change-Out (action item)

Parks Director Weiler stated that instead of replacing the equipment in the Concession stand at this time, she could get repairs done for under \$500, consisting of replacing a burnt motor, bad compressor and rotor fan.

Council Action: Motion by Councilwoman Brannon, seconded by Councilwoman Laird to repair instead of replacing the equipment. All ayes; motion carried.

3. Concession Stand Addition (information item)

Parks Director Weiler asked the Council to consider adding an additional concession stand at the basketball/ courts/soccer fields.

Council Discussion: Councilwoman Brannon requested a conceptual plan/funding mechanism.

Council Action: none.

4. Parks & Recreation Web-page Update (action item)

Parks Director Weiler informed the Council that there was not a web page for the Sports Complex and other Recreational Opportunities on the city website. Per the webmaster, a webpage can be easily established on the City website.

Council Discussion: Weiler to bring back recommended content for webpage to next council meeting for review/approval.

Council Action: none.

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5. Rental Equipment Purchase (informational item)

Parks Director Weiler asked the Council to consider purchasing rental sports equipment as a revenue generating idea.

Council Discussion: none

Council Action: none.

6. Disc Golf Course/Trash Receptacles Needed (action item)

Parks Director Weiler requested permission to purchase 4 pedestal-type in-ground trash receptacles from Freeport Metal Shop to battle the on-going litter and trash problem on the disc golf course at the Sports Complex. The price for receptacles with delivery is \$2000. Weiler is trying to get a promotional donation from the Metal Shop to bring the price down.

Council Action: Motion by Councilwoman Cuchens, seconded by Councilwoman Brannon to purchase the four receptacles with a cap of \$2000. All ayes; motion carried.

7. Local Zumba Group/Shuffleboard Courts (information item)

Per Parks Director Weiler, the local Zumba group is now providing portable power and music for their Zumba classes and were using the shuffleboard courts for the classes unless otherwise in use by the public. The Zumba instructor has been invited to help plan a wellness program for the City.

Council Action: none.

8. FYS – Donation of Storage Shed (action item)

Freeport Youth Sports submitted a request to be allowed to build a shed adjacent to the existing storage shed behind the Press Box to store their equipment in lieu of their paying storage fees at the Sports Complex.

Council Discussion: Attorney Adkinson advised the Council that any structure on city property would be owned by the City and storage would be subject to the City's needs.

Council Action: Motion by Councilman Farris, seconded by Councilwoman Laird to allow Freeport Youth Sports to donate the shed in lieu of paying storage fees. Council vote: Ayes 2 (Farris, Laird); Nays 3 (Cuchens, McLean, Brannon).

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Motion failed.

9. FRSC Fee Structure Update (informational)

Councilwoman Laird presented the Freeport Youth Sports 2015 season fee proposal (attached).

Council Action: Motion by Councilwoman McLean, seconded by Councilwoman Laird to accept the proposal as presented. All ayes; motion carried.

~~10. Request for Approval to waive fees (action item)~~

- ~~a. Freeport High School 5k event/Relay for Life~~
- ~~b. CHELCO Softball Tournament/Relay for Life~~

E. Engineering

City Engineer Cliff Knauer reported to the Council that the mechanical and electrical specifications for the Community Center are complete and the bidding process could start soon.

Council Discussion: The Council requested that Knauer provide an overview of the bidding process for the Council at their next meeting.

VI. Old Business: none.

VII. New Business

A. Mayor Russ Barley: none.

B. Councilwoman Brannon

1. Legislative Matters

- 2/26 Ethics Class in Crestview
- 3/10 FLC Joint Meeting/Dinner (NWF & Suwannee) in Tallahassee
- 3/16-17 Legislative Action Days

Councilwoman Brannon also requested more coordination regarding special events; the Publix ground-breaking conflicts with the Legislative Days in Tallahassee.

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C. Councilwoman Cuchens

- Employee Evaluations need to be done
- City Clerk Mattison needs to take his certification course
- 4/2 Deadline for TDC Grant re Freeport Bayfest
- Appreciates updates provided by Gary and Latilda

D. Councilman Farris

1. Update/Council on Aging

The Council of Aging would like to re-establish Meals on Wheels twice a week in the City of Freeport, either at the Community Center or the Blount House. They want to send out a survey of needs with the City's water bills.

2. Council/Staff Communication

Councilman Farris stated that the Council and Staff need to be on the same page regarding notices, events, and meetings and how staff is directed.

E. Councilwoman Laird: none

F. Councilwoman McLean

1. Re-Finance of 5 Loans from Rural Dev. to CoBank

Councilwoman McLean requested that the Council make a decision regarding refinancing loans from Rural Development to Co-Bank.

Council Discussion: Attorney Adkinson stressed that Co-Bank would always have to be subordinate to Rural Development.

Council Action: Motion by Councilwoman Brannon, seconded by Councilwoman Cuchens to proceed with the re-finance plan offered by Co-Bank.
All ayes; motion carried.

G. Bob Jones/Request to apply for CDGB Housing Grant for City of Freeport

Bob Jones asked to apply for a CDBG Housing Grant on behalf of the City. A new application cycle has been opened by DEO (Department of Economic Opportunity) for replacement housing, upgraded housing and repaired housing. One of the criteria is that the City designates a Housing Committee.

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Council Discussion: Great Program.

Council Action: Motion by Councilwoman Brannon, seconded by Councilwoman McLean for Mr. Jones to move forward with the grant process. All ayes; motion carried.

H. New Financing Proposal for Live Oak Landing Phase II

City Clerk Mattison presented Live Oak Landings revised request for Phase II sewer/water financing.

Council Action: Motion by Councilwoman Brannon to approve the 3-year financing plan. Second to motion by Councilman Farris.

Council Discussion: City Engineer Knauer stated that the rates needed to be updated using current rate system. The Council discussed the two different letters they had received. The Live Oak Landing representative stated that they did not want to be locked in to a time certain. They wanted the flexibility to begin payment when they start construction. City Attorney Adkinson told the Council that they were setting a precedent by financing fees for new development; every developer coming after them will demand the same consideration.

Council Action: Councilwoman Brannon withdrew her motion on the floor. Councilman Farris withdrew his second.

City Clerk Mattison will have this item with updated data ready for the next agenda.

Council Action: Motion by Councilwoman McLean, seconded by Councilwoman Brannon to continue this item to the next council meeting. All ayes; motion carried.

I. Pay All Bills in Order

Council Action: Motion by Councilwoman McLean, seconded by Councilwoman Brannon to pay the bills. All ayes; motion carried.

VIII. Public Comment: none.

IX. Adjournment

Council Action: Mayor Barley called for a motion to adjourn. Councilwoman Brannon motioned to adjourn. The meeting adjourned at 8:48 p.m.

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FREEPORT CITY COUNCIL

Mayor

Council President

ATTEST:

City Clerk

DRAFT