



Freeport City Council
February 23, 2017
Regular Council Meeting
Package



City of Freeport
REGULAR COUNCIL MEETING
6:00 p.m./Council Chambers/Freeport City Hall
February 23, 2017 Agenda

- I. Meeting Called to Order**
- II. Invocation and Pledge of Allegiance**
- III. Recognition of Guests:**
- IV. Consideration of Additions/Deletions to Agenda**
- V. Approval of Agenda with Additions/Deletions**
- VI. Public Comment on Consent Agenda**
- VII. Approval of Consent Agenda**
 - February 2, 2017 Special Council Meeting Minutes **TAB 1**
 - February 14, 2017 Regular Council Meeting Minutes **TAB 2**
 - Pay all Bills in Order **TAB 3**
- VIII. Staff Reports**
 - A. City Clerk Matters
 1. Copy Machine Contract Recommendation **TAB 4**
 - B. Planning & Zoning Dept.
 1. Planning Board Member Replacement
 2. Appointment to Recreation Board
 - C. Legal Matters
 1. BP 5% Resolution **TAB 5**
 - D. Engineering
 1. Engineering Report
 - E. Water Dept.
 - F. Sewer Dept.
 1. Councilwoman McLean
 - Brandon Oaks **TAB 6**
 - H. Parks Dept.
- IX. Old Business**
- X. New Business**
 - A. Mayor Russ Barley
 - B. Councilwoman Brannon
 1. Legislative Matters
 - C. Councilwoman Cuchens
 - D. Councilwoman McLean
 1. Recap of Agenda Action Items
 - E. Councilman Farris
 1. 3-Way Stop on Blue Ridge Parkway
 2. Street lights on Blue Ridge Parkway

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
REGULAR COUNCIL MEETING
6:00 p.m./Council Chambers/Freeport City Hall
February 23, 2017 Agenda

- 3. Multi-modal Master Plan
- F. Councilwoman Laird
- XI. Public Comment**
- XII. 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).



Tab 1

**City of Freeport
SPECIAL MEETING**

6:30 p.m./Council Chambers/Freeport City Hall a
February 2, 2017 Minutes

I. Meeting Opened

The February 2, 2017 Special Council Meeting was called to order at 6:30 PM by Mayor Russ Barley. The meeting was held in City Council Chambers of Freeport City Hall.

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

Staff members Present: City Clerk Podraza, City Attorney Clay Adkinson, City Planner Latilda Hughes-Neel, and City Engineer Cliff Knauer.

II. Invocation and Pledge of Allegiance

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

III. Legislative Priorities to the Florida House for Potential Funding

- Councilwoman Cuchens informed the Council that Parks Director Weiler attended the Division of Cultural Affairs and Historical Grant Funding Opportunities Workshop. Director Weiler had the opportunity to speak with Hillary Crawford and Doctor Yasha Rodriguez who represent the Division of Cultural Affairs. The City of Freeport is eligible for Direct Appropriations as a Rural Area of Opportunity (RAO) Designee, for potential Funding for a Cultural Arts Building. The request will be for \$500,000.00 and the building would be built on the additional City property at Hammock Bay. The project title is *The Freeport Cultural Center* and will be put directly through Representative Drakes Office. The deadline is Tuesday, February 7, 2017.

Council Action: Councilwoman Cuchens requested permission to submit a Legislative Appropriation for a Cultural Arts Building in the amount of \$500,000.00. Councilman Farris seconded the motion. All ayes; motion carried.

*Council Action: Councilwoman Cuchens requested the following update to the CIP: **Section V-Facilities #2-Civic Center/Cultural Arts Building to reflect to be scheduled within 5 years.** Councilwoman Laird seconded the motion. All ayes; motion carried.*

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
SPECIAL MEETING**

6:30 p.m./Council Chambers/Freeport City Hall a
February 2, 2017 Minutes

IV. Impact Fee Study

- City Engineer Cliff Knauer presented the City of Freeport Impact Fee Study prepared by Dewberry Preble-Rish. The last study for the City was conducted in 2010.

Council Action: Councilwoman Cuchens made a motion to accept the Impact Fee Study as presented. Councilwoman McLean seconded the motion. Four ayes (McLean, Cuchens, Farris, Laird); one nay (Brannon), motion carried.

Council Action: Councilman Farris made a motion to authorize Staff to provide notice of an intent to impose a new or increased Impact Fee up to the maximum Impact Fees stated in the study and to initiate the notice of proceeding. Councilwoman McLean seconded the motion. Four ayes (McLean, Cuchens, Farris, Laird); one nay (Brannon), motion carried.

Council Action: Councilwoman Cuchens made a motion to task City Staff including the City Attorney and City Engineer, to begin working on preparing a revised Impact Fee Ordinance and to present the Council with a proposal to update the list of projects, that may be removed from the list and to discuss with developers or interest owners on the existing list of a way to properly address those projects. Also to task staff with updating the Land Development Code related to the ERU Calculations. Councilwoman McLean seconded the motion. Four ayes (McLean, Cuchens, Farris, laird); one nay (Brannon), motion carried.

V. Adjournment

Mayor Russ Barley adjourned the meeting at 8:18 pm.

FREEPORT CITY COUNCIL

Mayor

Council President

ATTEST:

City Clerk

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).



Tab
2

City of Freeport
REGULAR COUNCIL MEETING
9:00 a.m./Council Chambers/Freeport City Hall
February 14, 2017 Agenda

I. Meeting Opened

The February 14, 2017 Regular Council Meeting was called to order at 9:00 AM by Councilwoman Janice McLean. The meeting was held in City Council Chambers of Freeport City Hall.

Council members present: Councilman Eddie Farris, Councilwoman Kasey Cuchens, Councilwoman Janice McLean, Councilwoman Elizabeth Brannon, & Councilwoman Jennifer Laird.

Council members absent: Mayor Russ Barley

II. Staff present: City Clerk Podraza, City Attorney Clay Adkinson, Parks Director Dana Weiler, Water Supervisor Larry Tuggle, Finance Officer Sara Bowers, & City Engineer William Menadier & City Planner Latilda Hughes-Neel.

III. Recognition of Guests: Scott Sexton & Jeff Anderson with CRC Data Technologies

IV. Consideration of Additions/Deletions to Agenda

Additions:

- Parks Department – Ball Field Lights at Sports Complex

Deletions:

- Planning & Zoning – Status/Shared Funding for 331 Business Multimodal Path Conceptual Plan
- Councilman Farris – Street Lights and 3 Way Stop on Blue Ridge Park Way
- Consent Agenda - February 2, 2017 Special Meeting

V. Approval of Agenda with Additions/Deletions

Council Action: Councilman Farris made a motion to approve the Agenda with specified Additions and Deletions as presented. Councilwoman Cuchens seconded the motion. All ayes; motion carried.

VI. Public Comment on Consent Agenda: None

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
REGULAR COUNCIL MEETING
9:00 a.m./Council Chambers/Freeport City Hall
February 14, 2017 Agenda

VII. Approval of Consent Agenda

- a. January 23, 2017 Special Meeting
- b. January 26, 2017 Regular Meeting
- ~~c. February 2, 2017 Special Meeting~~
- d. Pay all Bills in Order
- e. Budget Amendment #4 – Parks Master Plan: \$32,000 Rev. & Exp. Increase
- f. Budget Amendment #5 – Sewer Vehicle Insurance Received
- g. Budget Amendment #6 – Admin Election Expense \$1,000.00
- h. Special Olympics Soccer and Softball – Request waiver of all fees

Council Action: Councilwoman Cuchens made a motion to approve the Consent Agenda as presented with one deletion: ~~February 2, 2017 Special Meeting Minutes~~. Councilman Farris seconded the motion. All ayes; motion carried.

VIII. Staff Reports

A. City Clerk Matters

1. Recommendation for Web Design Vendor
 - Clerk Podraza advised the Council that on February 3, 2017 the Proposal Opening for Web Design was held. The Opening was advertised and noticed appropriately. Podraza recommended aha Municode be awarded the contract. The RFP submitted by aha Municode has three options that Podraza feels the City should include in the contract and requested funds be added to the amount being approved. The total amount for the first year to design and launch the new City Website is \$11,200.00 with additional options included.

Council Action: Councilwoman Cuchens made a motion to accept aha Municode's Proposal with the additional Website Options as outlined in the Project Costs for an amount of \$11,200.00 for the first year. Councilwoman Laird seconded the motion. All ayes; motion carried.

2. Recommendation for IT Service Contract – CRC Data Technologies
 - Clerk Podraza presented the Bid Tabulation Sheet for IT Services as well as informational documentation and references regarding the Vendor being recommended. City Attorney Adkinson approved the Service Contract with two changes that will need to be made before implementing the agreement.

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
REGULAR COUNCIL MEETING
9:00 a.m./Council Chambers/Freeport City Hall
February 14, 2017 Agenda

Council Action: Councilman Farris made a motion to approve the Service Agreement with CRC Data Technologies subject to Legal's changes for a total amount of \$2155.00 startup fee and a monthly fee of \$1210.00. Councilwoman Brannon seconded the motion. All ayes; motion carried.

B. Staff Accountant: None

C. Planning & Zoning Dept.

1. Central Park @ Hammock Bay Phase II Plat
 - Planner Latilda Hughes-Neel advised the Council that the Central Park Phase II Plat is ready for signature and requested that be done by Councilmembers after the meeting adjourns.
2. Code Enforcement Cases to City Attorney
 - Three outstanding code enforcement situations need to be turned over to the City Attorney's office for resolution. Two are located on Highway 20 and one on North Street.

Council Action: Councilman Farris made a motion for the City Planner's Office to turn three outstanding code enforcement violations over to the City Attorney's Office for resolution. Councilwoman Brannon seconded the motion. All ayes; motion carried.

~~3. Status/ Shared Funding for 331 Business Multimodal Path Conceptual Plan~~

4. Freeport High School 5K @ Hammock Bay

Council Action: Councilwoman Cuchens made a motion to approve the Special Event Permit for the Freeport High School 5K being held March 25th and a Rain Date of April 15th from 8:00 am to 11:00 am in Hammock Bay; from the Gazebo on Great Hammock Bend to the front entrance located on Highway 20. Councilwoman Laird seconded the motion. All ayes; motion carried.

D. Legal Matters

1. Voting Mayor Ordinance Second Reading & Adoption
 - At this time, City Attorney Adkinson announced a Public Hearing and requested Public comments prior to the motion being made in regards to the 2nd reading and adoption of the Voting Mayor Ordinance.

Council Action: Councilman Farris made a motion for second reading and adoption of Ordinance 2017-02 Authorizing A Referendum Concerning an Amendment of Article II, Section 2 of the Charter Laws of the City of Freeport, Florida Addressing the Right of Mayor to Vote in

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
REGULAR COUNCIL MEETING
9:00 a.m./Council Chambers/Freeport City Hall
February 14, 2017 Agenda

Cases of Ties. Councilwoman Laird seconded the motion. Three (3) ayes, (Laird, Cuchens, Farris); one nay, (Brannon); motion carried.

2. Resolution to Support access to BP oil spill funds by rural inland counties and communities in Northwest Florida

Council Action: Councilwoman Cuchens made a motion to table the BP Oil Spill Funds by Rural Inland Counties and Communities in Northwest Florida. Councilman Farris seconded the motion. All ayes; motion carried.

E. Engineering

1. City Engineer William Menadier presented the Engineering Updates.
 - Design and Engineering for improvements of Blueberry Road

Council Action: Councilman Farris made a motion to approve the design and engineering of improvements for Blueberry Road which has been approved for SCOP Grant Funding through DOT. Councilwoman Brannon seconded the motion. All ayes; motion carried.

- Laird Park drainage and washout issues

Council Action: Councilman Farris made a motion to approve design and engineering for drainage and washout issues at Laird Park with pricing in accordance with Dewberry Preble-Rish continuing contract rates. Councilwoman Cuchens seconded the motion. All ayes; motion carried.

F. Water Dept.: None

G. Sewer Dept.

1. Councilwoman McLean
 - Sewer connection agreement

Council Action: Councilwoman Cuchens made a motion to approve the Sewer Finance and Sewer Connection agreement as presented beginning March 1, 2017. Councilman Farris seconded the motion. All ayes; motion carried.

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
REGULAR COUNCIL MEETING
9:00 a.m./Council Chambers/Freeport City Hall
February 14, 2017 Agenda

- Price increase for grinder pumps – New price: \$1950.00
Council discussion ensued. Price increase for grinder pumps was tabled until more prices could be acquired from a few other vendors.

H. Parks Dept.

1. Freeport City Pool Repairs – additional quotes
 - Parks Director Weiler reviewed the three quotes provided to Council. No action taken.
2. Old City Hall – request permission to put an exterior wall up at bay on left side.

Council Action: Councilman Farris made a motion to approve a temporary exterior wall to be constructed on the outside of the left roll-up door at Old City Hall. Councilwoman Laird seconded the motion. All ayes; motion carried.

3. Pickleball update
 - Pickleball has been well received and a lot of people are participating.
4. Ball Field Lights at Sports Complex
 - Chelco Electric has agreed to allow the City the use of their Boom Truck to replace the ball field lights at the Sports Complex. Upon approval this will be done Friday, February 17th.

Council Action: Councilman Farris made a motion to approve the replacement of the Sports Complex Ball Field Lights using Chelco's Boom Truck with the understanding that the City will assume any responsibility of damages to the concrete caused by the Boom Truck. Councilwoman Laird seconded the motion. All ayes; motion carried.

IX. Old Business: None

X. New Business

- A. Mayor Russ Barley: None
- B. Councilwoman Brannon
 1. Legislative Matters
 - The Northwest Florida League of Cities Meeting and Dinner is being held on Thursday, February 16, 2017 in Niceville. The meeting is at 6:00 and dinner is at 7:00.
- C. Councilwoman Cuchens
 1. Grant Updates
 - Councilwoman Cuchens informed the Council that because of a death in the family, she was unable to attend a meeting that was scheduled with DEO and with the Florida

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
REGULAR COUNCIL MEETING
9:00 a.m./Council Chambers/Freeport City Hall
February 14, 2017 Agenda

Communities Trust for the opportunity to present the City of Freeport's Land Acquisition Grant Application Presentation. Councilwoman Cuchens thanked Councilwoman McLean who did not hesitate to step up and go in her place along with Parks Director Weiler to present in Tallahassee. The presentation was given to the Florida Communities Trust for the piece of property West of City Hall.

- Thanks to the hard work of Dana Weiler and Councilwoman Cuchens in writing this grant, the City of Freeport is now the proud owner of 5.5 acers of property valued at \$614,000.00 dollars.
- Communities Trust Staff were thrilled with the ideas presented on the Unique Abilities Park. The City of Freeport went beyond the normal scoring on the grant application. This meant so much to Councilwoman Cuchens who was not able to go and present with Parks Director Weiler. Councilwoman Cuchens thanked Parks Director Weiler and Councilwoman McLean again for going to Tallahassee and presenting.
- A site visit is scheduled for Wednesday, February 15th with the Florida Communities Trust Staff to do a walk-through of the property at 10:00 am. Councilwoman Cuchens invited Council to attend the Walk-Through on Wednesday and informed the Council that City Planner Latilda Hughes-Need and City Engineer Cliff Knauer will also be in attendance during the Walk-Through.
- This couldn't have been done without the support of those who helped in putting this project together. Councilwoman Cuchens thanked City Planner Latilda Hughes-Neel, Dewberry Preble-Rish, and all those who played a part in the project.
- Other grant opportunities will be available for funding the park so this will not be a burden on the City of Freeport.

2. Approval for DEP Recreational Trails Program Grant

Council Action: Councilwoman Cuchens made a motion to approve the application process for the DEP Recreational Trails Program Grant for up to \$200,000.00. Councilwoman Laird seconded the motion. All ayes; motion carried.

3. Request CIP Update

*Council Action: Councilwoman Cuchens made a motion to update the Capital Improvement Plan as follows: **VII. Recreation #14 Restroom Facility, Walking Trail, and Exercise Area(s) at Freeport Regional Sports Complex Project Cost - \$200,000.00.** Councilman Farris seconded the motion. All ayes; motion carried.*

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
REGULAR COUNCIL MEETING
9:00 a.m./Council Chambers/Freeport City Hall
February 14, 2017 Agenda

4. Computer for Council Use

Councilwoman Cuchens made a motion to purchase a Computer for Councilmembers to use in the City Conference Room. Councilwoman Laird seconded the motion. Three ayes, (Cuchens, Farris, Laird); one nay, (Brannon); motion carried.

5. Strategic Plan Special Meeting

Council Action: Councilwoman Cuchens made a motion to schedule a Special Meeting to be held on February 23, 2017 at 5:00 pm to complete the City of Freeport Strategic Plan. Councilman Farris seconded the motion. All ayes; motion carried.

D. Councilwoman McLean

1. Report on Northwest Florida Water Management Meeting (SWIM)
 - Councilwoman McLean updated the Council on the SWIM meeting that was held at the City of Freeport Community Center and reported that it went very well.
2. Impact Fees Information
 - Councilwoman McLean presented a hand-out to Council for informational purposes on Impact Fees.
3. Request City Attorney to Conduct Ethics Training
 - Councilwoman McLean requested that City Attorney Adkinson consider conducting an Ethics Training Class at Freeport City Hall. Attorney Adkinson agreed to consider it. Councilwoman Brannon suggested that the City also consider asking the Florida League of Cities to conduct a class. Planner Latilda Hughes-Neel suggesting that the City also invite surrounding cities to participate.

E. Councilman Farris

1. ~~Street Lights and 3 Way Stop on Blue Ridge Park Way~~

F. Councilwoman Laird: None

XI. Public Comment

1. Mr. Gary Adams of Hammock Bay approached the podium. He announced to the Council that as a retired detective from Dade County, he believes in drug free zones. Mr. Adams requested information regarding drug testing of City Employees and Council Members. Council discussion ensued. City Attorney Adkinson elaborated on the State of Florida laws regarding this subject.

Mr. Adams requested information from the City Attorney in regards to reporting violations of the Sunshine Law. City Attorney Adkinson advised that anyone who believes that a

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
REGULAR COUNCIL MEETING
9:00 a.m./Council Chambers/Freeport City Hall
February 14, 2017 Agenda

Councilmember has committed a crime, the appropriate authority to report it would be the Office of the State Attorney or the Sheriff's Office. This may also be reported to Attorney General's Office. The local Law Enforcement Office is the agency tasked with that. The Sunshine Law has both civil and criminal implications.

2. Becky Sumner of Hammock Bay approached the podium and thanked Parks Director Weiler and Chris Campbell for an awesome day of kayaking on the beautiful water ways. Ms. Sumner wanted the Council to hear that as a citizen, that Park's Director Assistant Chris Campbell and Parks Director Weiler went above and beyond and it was a great day. Ms. Sumner elaborated on programming she would like to see in the future.

XII. Adjournment

Councilwoman McLean adjourned the meeting at 10:29 am.

FREEPORT CITY COUNCIL

Mayor

Council President

ATTEST:

City Clerk

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).

Tab
3

***Check Detail Register©**

February 16-17

		Check Amt	Invoice	Comment
Total KINGDOM IMPRINTS		\$99.00		
<hr/>				
Paid Chk#	027047	2/16/2017	L&K CONTRACTING COMPANY INC	
G 410-16400	Distribution System	\$23,963.61	FINAL	BUS 331 SEWR UPGRD
Total L&K CONTRACTING COMPANY INC		\$23,963.61		
<hr/>				
Paid Chk#	027048	2/16/2017	LOWES	
E 410-533-43009	Miscellaneous	\$32.20	913453	CHEMICALS-WATER
E 410-533-44600	Bldg Maint & Furniture	\$162.26	913454	SHOP LIGHT & WIRING
Total LOWES		\$194.46		
<hr/>				
Paid Chk#	027049	2/16/2017	MOUNT, DEBORAH	
E 001-510-44900	Administration Expense	\$100.00	FEB 14 CC	SECURITY-CITY COUNCIL MEETING
Total MOUNT, DEBORAH		\$100.00		
<hr/>				
Paid Chk#	027050	2/16/2017	QUILL	
E 420-535-45100	Office Supplies	\$64.45	7193	SEWER-OFFICE SUPPLIES
E 410-533-45100	Office Supplies	\$29.99	7890	LARRY HOLE PUNCH
E 001-510-45100	Office Supplies	\$45.98	7891	ADMIN-OFFICE SUPPLIES
E 001-510-45100	Office Supplies	\$99.99	7892	ADMIN-OFFICE SUPPLIES
E 001-510-45100	Office Supplies	\$38.67	7914	ADMIN OFFICE SUPPLIES
E 001-510-45100	Office Supplies	\$294.78	7916	ADMIN-OFFICE SUPPLIES
E 410-533-45100	Office Supplies	\$6.99	8340	WATER SUGAR
Total QUILL		\$580.85		
<hr/>				
Paid Chk#	027051	2/16/2017	Sunshine State One-Call	
E 410-533-44900	Administration Expense	\$149.19	0000146972	811-WATER
E 420-535-43009	Miscellaneous	\$195.17	0000146972	811-SEWER
Total Sunshine State One-Call		\$344.36		
<hr/>				
Paid Chk#	027052	2/16/2017	SYNERGYNDS	
E 410-533-44620	System Maint & Repairs	\$500.00	2017-4545	DEDUCTIBLE ON WELL 6 DAMAGE
Total SYNERGYNDS		\$500.00		
<hr/>				
Paid Chk#	027053	2/16/2017	TRIANGLE CHEVROLET	
E 420-535-44610	Vehicle & Equip Maint	\$3,961.11	11154	REPAIR 2008 TRUCK
Total TRIANGLE CHEVROLET		\$3,961.11		
<hr/>				
Paid Chk#	027054	2/16/2017	WALTON CONSTRUCTION SERVICE	
E 410-533-44620	System Maint & Repairs	\$2,100.00	2017/015	WATER-BORE ON 331 S
Total WALTON CONSTRUCTION SERVICE		\$2,100.00		
<hr/>				
Paid Chk#	027055	2/16/2017	WINDSTREAM (ALL TEL LONG DIST)	
E 412-534-44300	Utilities	\$19.76	FEB 2017	NORTH BAY WIRELESS
E 420-535-44100	Telephone Expense	\$44.62	FEB 2017	SEWER WIRELESS
E 410-533-44100	Telephone Expense	\$19.75	FEB 2017	WATER WIRELESS
Total WINDSTREAM (ALL TEL LONG DIST)		\$84.13		
10101 Payables		\$43,765.24		

Fund Summary

10101 Payables

001 General Fund	\$5,088.59
410 Water Fund	\$31,490.32
412 North Bay Water Fund	\$550.90
420 Sewer Fund	\$6,635.43
	<hr/>
	\$43,765.24

***Check Detail Register©**

February 16-17

		Check Amt	Invoice	Comment
10101 Payables				
Paid Chk# 027034	2/16/2017	Aqua Products		
E 420-535-45200	Operating Supplies & Mat	\$270.00	20170176	CYLINDER RENTAL
	Total Aqua Products	\$270.00		
Paid Chk# 027035	2/16/2017	Chevron U.S.A., Inc.		
E 420-535-45210	Gas & Oil	\$172.80	4922085	FUEL FOR VEHICLES
	Total Chevron U.S.A., Inc.	\$172.80		
Paid Chk# 027036	2/16/2017	CRAIGS GENERATOR SERVICE		
E 410-533-44600	Bldg Maint & Furniture	\$810.30	SC02933	GENERATOR MAINT
E 412-534-44600	Bldg Maint & Furniture	\$531.14	SC02934	GENERATOR MAINT
	Total CRAIGS GENERATOR SERVICE	\$1,341.44		
Paid Chk# 027037	2/16/2017	EXXON		
E 001-572-43000	Operating Expense	\$42.17	48456038	FUEL-PARKS
E 410-533-45210	Gas & Oil	\$1,579.27	48456038	FUEL-WATER
E 420-535-45210	Gas & Oil	\$611.39	48456038	FUEL-SEWER
	Total EXXON	\$2,232.83		
Paid Chk# 027038	2/16/2017	FERGUSON ENTERPRISES, INC.		
E 420-535-45200	Operating Supplies & Mat	\$139.08	1218451	SEWER PIPE
	Total FERGUSON ENTERPRISES, INC.	\$139.08		
Paid Chk# 027039	2/16/2017	Freeport Auto Parts		
E 420-535-44610	Vehicle & Equip Maint	\$1,176.81	JAN2017	SEWER VEHICLE MAINT
E 410-533-44610	Vehicle & Equip Maint	\$63.54	JAN2017	WATER VEHICLE MAINT
E 001-510-44610	Vehicle & Equip Maint	\$286.76	JAN2017	PARKS-VEHICLE MAINT
	Total Freeport Auto Parts	\$1,527.11		
Paid Chk# 027040	2/16/2017	GARLAND LAWN CONTROL		
E 001-572-45250	Grounds Maintenance	\$2,300.00	570671	JAN TREATMENT
	Total GARLAND LAWN CONTROL	\$2,300.00		
Paid Chk# 027041	2/16/2017	GULF ICE SYSTEMS INC		
E 001-572-43050	Community Center Operations	\$561.31	298865	ICE MACHINE REPAIRS-COMM CENTER
	Total GULF ICE SYSTEMS INC	\$561.31		
Paid Chk# 027042	2/16/2017	H D WATERWORKS		
E 410-533-45200	Operating Supplies & Mat	\$724.22	G331814	MAINT/REPAIR SENSUS
E 410-533-45200	Operating Supplies & Mat	\$722.00	G693377	HOUSING & CABLE
E 410-533-45200	Operating Supplies & Mat	\$528.00	G722457	SENSUS WIRE CABLE
	Total H D WATERWORKS	\$1,974.22		
Paid Chk# 027043	2/16/2017	HAWKINS INC		
E 001-572-46345	Casey Park & Pool Complex	\$709.50	4017665	POOL CHEMICALS
E 001-572-46345	Casey Park & Pool Complex	\$162.00	4018589	POOL CHEMICALS
	Total HAWKINS INC	\$871.50		
Paid Chk# 027044	2/16/2017	HEALTHMARK		
E 001-510-42610	Employee Screening expense	\$38.50	D GODWIN	DRUG SCREEN
	Total HEALTHMARK	\$38.50		
Paid Chk# 027045	2/16/2017	JANICE MCLEAN		
E 001-510-44000	Travel Expense	\$408.93	FEB EXPENS	TRAVEL EXPENSE
	Total JANICE MCLEAN	\$408.93		
Paid Chk# 027046	2/16/2017	KINGDOM IMPRINTS		
E 410-533-42600	Uniform Expenses	\$99.00	CFP-110	SHIRTS FOR D GODWIN

City of Freeport
 112 Highway 20 West
 Freeport, FL 32430

Copy Machine Rental

Vendor	Monthly Lease	Total	Color copies	B&W copies	Notes
CPC Office Technologies	2 Ricoh MPC3504SPF @ 120.00	240.00	.0490	.0055	48 Mo./ Includes sm scanner/copier for clerks office. Just pay copies
Konica Minolta	2 Bizhub C368 @120.64 ech	241.28	0.0490	.0055	4 yr State State Contract
	No bid for 3rd copier received				
Harris Business Machines	2 Cannon C5535 & 1 c250if	493.27	.065	.012	c250if: Color .0973 & BW .0157 State Contract

Tab 4

Tab
3

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COMMISSION OF _____,
FLORIDA, CERTIFYING ITS SUPPORT FOR ACCESS TO BP OIL SPILL FUNDS BY
RURAL INLAND COUNTIES AND COMMUNITIES IN NORTHWEST FLORIDA.**

WHEREAS, the _____ CITY COMMISSION is concerned about the economic health and well-being of residents in Northwest Florida's rural inland counties and communities; and

WHEREAS, we strongly believe in the need to be proactive and not reactive in order to maintain and create employment opportunities benefitting our citizens while still supporting the quality of life in our rural communities; and

WHEREAS, the six rural inland counties in Northwest Florida not already participating in the current BP Oil spill funding disbursements are all part of the Governor's longest designated Rural Area of Opportunity which was formerly known as a Rural Area of Critical Economic Concern; and

WHEREAS, Northwest Florida suffered serious impacts from the 2010 BP oil spill; and

WHEREAS, the rural inland counties and communities in Northwest Florida have faced significant losses in labor force, employment by residents of the rural inland counties and communities, negative impacts to their tax base, lack of funds for infrastructure improvements and workforce training, while still working to promote regional development goals; and

WHEREAS, funds have been made available to the State of Florida for designation to areas impacted by the 2010 BP oil spill; and

WHEREAS, failure to take steps to improve the regional economic health of the rural counties and communities in Northwest Florida will lead to continued economic decline; and

WHEREAS, improved economic conditions in rural Northwest Florida are beneficial to all of Florida;

NOW, THEREFORE, BE IT RESOLVED THAT THE _____ CITY COMMISSION DOES HEREBY RESOLVE THAT WE:

1. SUPPORT EFFORTS TO IMPLEMENT RURAL LEGISLATION DESIGNED TO INCREASE THE ABILITY OF RURAL FLORIDA TO COMPETE AT ALL LEVELS OF FLORIDA'S ECONOMY;
2. SUPPORT EFFORTS TO UTILIZE FIVE PERCENT (5%) OF FUNDS COMING TO FLORIDA TO BE USED TO HELP THE SIX NON-COASTAL COUNTIES AND THEIR COMMUNITIES IN NORTHWEST FLORIDA DESIGNATED AS PART OF THE GOVERNOR'S RURAL AREA OF OPPORTUNITY OVERCOME THE TRAGEDY THAT WAS THE BP OIL SPILL;

3. CALL UPON THE LEGISLATURE TO CREATE A DESIGNATED FUNDING STREAM UTILIZING FIVE PERCENT OF THE BP FUNDS COMING TO FLORIDA FOR THE PURPOSE OF REGIONAL ECONOMIC TRANSFORMATION;
4. This resolution shall become effective upon its adoption.

DONE, ADOPTED, AND PASSED by the City Commissioners of _____, Florida
this ____ day of _____, 2017.

_____, FLORIDA

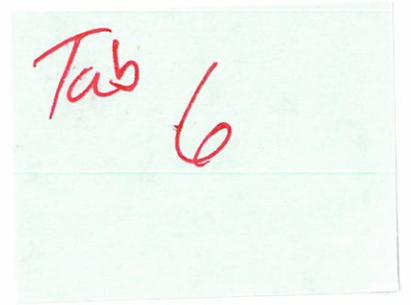
BY: _____
_____, Chairman/Mayor
_____, City Commission

ATTEST:

_____, Clerk
_____, Florida

BY: _____

FEBRUARY 16, 2017



SUBJECT: Sewer for Brandon Oaks

Attendees: Mark Davis, Larry Jones, Bill Chapman, Greg Graham, Anna Hudson
Janice McLean, Clayton Adkinson

In discussion to provide sewer to the 56 homes in Brandon Oaks currently on septic tanks

The following points were discussed:

1. How to lower the cost of the grinder pumps and the installation and removal of the Septic tank.
2. The cost to the City of Freeport for financing the balance after the credit given by Walton County.
3. The possibility of going out for bids for a contractor to handle all the installation, Closing the septic tank according to City of Freeport, Health Dept. specs.
4. Could the City of Freeport finance the impact fee?

How does the Council feel about the above items? Do we want to go out for bids?

I have attached the letter prepared by Anna Hudson showing the cost for this project.

February 14, 2017

RE: Brandon Oaks Septic Removal/Sewer Connection Incentive

Dear Property Owner,

Recently, the Walton County Board of County Commissioners has made available escrow monies that have been on retainage with the County since 2003 for the Brandon Oaks Subdivision infrastructure improvements. The Board has elected to offer a proportional share of these remaining funds to residents whom are currently on septic tanks within the Brandon Oaks subdivision to assist residents to tie into the City of Freeport's sanitary sewer system. The proportional share of escrow funds per resident would equate to approximately \$2,589.53 and would be given to the City of Freeport to offset existing sewer connection fees that are currently in place.

The following breakdown indicates the current total cost of a sewer connection (outside residential):

City Connection Fee	
Tap Fee	\$2,000
Impact Fee	\$2,500
Deposit	\$50
<u>Grinder Pump/Package Cost</u>	<u>\$1,950</u>
	\$6,500
Additional Customer Costs*	
Road Bore	\$300
Electrical Connection	\$500
<u>Septic Abandonment (Incl. Permit)</u>	<u>\$1,000</u>
	\$1,800
Total Connection Cost to Customer	\$8,300.00
	<u>County Escrow Funds</u> \$2,589.53
Maximum Cost per Customer**	\$5,710.47

* This cost is typically coordinated by the customer; however, due to the unique circumstances with escrow funds, the City and the County will coordinate this effort for cost savings. Typical individual septic abandonment costs range from \$1,500 and up.

**The County incentive total is based on the escrow monies available divided by 100% participation from eligible residents. Therefore, that incentive value may increase based on resident participation but it will not decrease below \$2,589.53.

**BRANDON OAKS SEWER CONNECTION/SEPTIC REMOVAL
INCENTIVE PROGRAM**

Full Name: _____

Mailing Address: _____

Phone Number: _____

Email: _____

Brandon Oaks Property Address (if different than Mailing Address) or Parcel ID:

Yes, I would like to be included in this one-time assistance program.

No, I do not wish to participate at this time.

I understand that the County and City are providing a one-time assistance program to allow eligible residents to connect to the City of Freeport's existing sewer system. I have indicated above my intent on participating or not participating in this program and I hereby attest that I am the property owner of the property address stated above.

SIGNATURE

DATE