

City of Freeport
REGULAR COUNCIL MEETING MINUTES
April 23, 2015 Agenda

I. Meeting Called to Order

The April 23, 2015 City Council Meeting was called to order at 7:00 pm by Mayor Russ Barley.

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, City Clerk Gary Mattison, City Planner Latilda Hughes-Neel, City Parks Director Dana Weiler, City Water Supervisor Larry Tuggle, City Sewer Employee Addison Parker, City Sewer Employee Waren Mann, City Maintenance Employee James Bird and Lt. Bill Currid/Walton County Sheriff's Dept.

II. Invocation and Pledge of Allegiance

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

III. Recognition of Guests - none

IV. Addison Parker – Certificate of Valor

Mayor Russ announced the following to the audience:

“On April 8, 2015 during work hours, Sewer Plant Employee Addison Parker came upon a serious car accident on Highway 331 and Bay Grove Road. City employee Parker immediately responded with a fire extinguisher on the burning vehicle. He pulled the occupant of the burning car to safety and then continued to fight the fire with his extinguisher until help arrived. Addison Parker saved a life that day.”

Mayor Barley called Parker to the front of Council Chambers podium and presented Parker with a “Certificate of Valor” to a standing ovation from all present.

V. Approval of Past Minutes

- **4/9/15 WS – Strategic Planning**

Council Action: Councilman Farris motioned to approve the 4/19/15 FCC Workshop Minutes as presented. Councilwoman McLean seconded the motion. All ayes; motion carried.

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VI. Approval of Additions/~~Deletions~~ to Council Agenda

Additions:

City Clerk Mattison: VII.A.3. 1st Reading/No Action: Internal Rate Issues

Councilwoman Laird: IX.E.2. FYS All-Star Practice Fee Reduction

Councilwoman Brannon: IX.B.2/3 Notice of Attendance added

City Planner Hughes-Neel:

VII.B.1 Development Name Change

VII.B.2 Local Artist Request

VII.B.3 SHIP Program/Website

Deletions:

Councilwoman Brannon: IX.B.2/3 ~~request for approval~~ deleted

VII. Staff Reports

A. City Clerk Updates

1. Fire Assessment Numbers

Clerk Mattison stated that he was still obtaining the information the Council wanted, but would bring the numbers back by the 1st meeting in May.

Council Discussion:

Councilwoman Brannon questioned how the fire assessment was handled the previous year. City Planner Hughes-Neel stated that when the Council made the agreement for the County to take over the Fire Dept., the City paid the fire assessment for everything within the city limits and turned over the balance of the fire department's \$500,000 budget to the County. The sewer agreement was made separately.

Councilwoman Laird asked how much the fire assessment was for the City. Hughes-Neel stated that it was in the neighborhood of \$156,000.

Councilwoman Cuchens asked Attorney Adkinson if the City could pay a portion of the assessment and pass the remainder to the citizens. Attorney Adkinson stated that it would require additional paperwork by the County and the County would have to be consulted as to whether they would even consider a different rate structure.

Council Action: Councilwoman Brannon motioned for the City to pay the 2015

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Fire Assessment for the City of Freeport. Councilman Farris seconded the motion.

Council Discussion:

Councilwoman Cuchens stated that she didn't think there's enough information to discuss the matter or make a vote. Cuchens reminded everyone that the assessment amount is unknown and they shouldn't vote without having an actual amount.

Councilwoman McLean stated that she thought splitting the assessment may be a problem.

Clerk Mattison stated that he would have to get with the County Administrator to see if that would be an option.

Continued Council Action: Mayor Barley called for the question on the motion on the floor. The vote was 3 ayes (Brannon, Farris and Laird) to 2 nays (Cuchens and McLean). Motion carried.

Council Continued Discussion

Councilwoman Cuchens stated that she would still want Clerk Mattison to bring the actual figures to the next council meeting.

2. Workshop Dates

Clerk Mattison reminded the Council that they had scheduled a Capital Improvements Plan workshop for 6:00 on May 28, 2015.

Council Action: the Council set an additional workshop for Monday May 11, 2015 at 6:00 pm in order to discuss 1) Draft 2015-2016 Strategic Plan and 2) Draft Personnel Policies Manual.

3. 1st Reading – No Action/Internal Rate Issues

Clerk Mattison handed out a memo (*attached*) with proposed restructured fee rates for 1st Reading.

ITEM	CURRENT RATE	RECOMMENDED RATE
Returned Check Fee	\$25.00	\$37.50 (Bank Charges)

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Lien Searches	0	\$10.00
Debit Card ISF	0	\$41.50 (Bank Charges)
Grinder Pumps	\$1,650	\$1900 (City Costs)
Hydrant Fees	\$1.00	\$2.00

Mattison stated that he would bring this item back to the Council at the next regular council meeting.

Council Action: none.

B. Planning & Zoning Dept.

1. Development Name Change

City Planner Hughes-Neel stated that the developer of Shoppes of Freeport had requested that they be allowed to change the spelling of their project name to “Shops of Freeport.” The project is the location of the new Publix.

Council Action: Councilwoman McLean motioned to approve the name change. Councilwoman Cuchens seconded the motion. All ayes; motion carried

2. Local Artist Request

City Planner Hughes-Neel presented a request for local artist Brenda Osbourne to hang one of her paintings in City Hall.

Council Discussion: Council directed Hughes-Neel to have Osbourne submit a Request for Placement on Council Agenda

Council Action: none.

3. SHIP Program/Website

City Planner Hughes-Neel requested that the Council allow information regarding the SHIP 1st Time Homeowners Program to be linked on the city website.

Council Discussion: information needs to be studied.

Council Action: Councilwoman Brannon motioned to continue this item to the May 12 council meeting. Councilman Farris seconded the motion. All ayes; motion carried.

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C. Legal Matters - none

D. Parks Dept.

1. Application for Trail Grant Draft

Parks Director Weiler

Councilwoman Cuchens had questions regarding the match funding. Weiler stated that she would use the remaining sidewalk funds and the actual value of the existing sidewalk/bike-path could be used as match. Per Weiler, the monies would come out of Parks 2015-2016 Budget. Council noted that the application was approved at the previous meeting.

2. Archery Instruction Program/Informational Item
3. Revised Pool Procedures/Fee Structure/Informational Item (*attached*)

This item will be on the May 12 agenda for vote.

E. Engineering

1. Preble-Rish City Engineer Updates

City Engineer Cliff Knauer informed the Council that they are finalizing the bid specifications for the Freeport Community Center. The bid specifications will be vetted by the City Attorney and advertising will begin the following week.

2. Praestare Contract Update

Jody Solomon gave an update of the utility relocation project on the 331 S four-laning. Per Solomon, the roadwork is 90% complete. The 331 S 4-lane highway is scheduled to be open January of 2016. The utility work is 90% complete. Solomon estimated that the work would be complete June of 2015.

Council Discussion: City Clerk Mattison asked how much of the \$234,000 contract has already been paid to Praestare. Solomon committed to getting with Mattison on Tuesday of the following week. Mattison requested copies of the agreement, what has been paid out and what the balances owned are. Mattison asked if there were any additional agreements other than the original agreement. Solomon stated there was no agreement other than the original agreement.

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F. Water Dept.- none

G. Sewer Dept. – none

Councilwoman McLean passed out a summary of the monthly sewer meeting held at City Hall (*attached*).

VIII. Old Business – none

IX. New Business

A. Mayor Russ Barley – none

B. Councilwoman Brannon

1. Legislative Matters

Councilwoman Brannon stated she was working on the FDOT relocation debt forgiveness.

2. ~~Request to attend~~ Notice to attend NWFLC Annual Conference in Orlando/August

3. ~~Request Approval to attend~~ Notice to attend Emerald Cost Transportation Symposium November 12 & 13 in Sandestin ~~Request~~ – committee training

C. Councilwoman Cuchens – none

D. Councilman Farris

1. City Attorney & Meetings

Councilman Farris stated that he would like for the city attorney to attend all council meetings and workshops.

Council Action: Councilman Farris made the motion for the city attorney to attend all meetings and workshops. Councilwoman Brannon seconded the motion.

Council Discussion: Councilwoman McLean stated that workshops were only discussion; she didn't think it would be necessary for the city attorney to attend when no votes are taken.

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Continued Council Action: Mayor Barley called for the vote. 4 ayes (Farris, Cuchens, Brannon and Laird) and 1 nay (McLean).

E. Councilwoman Laird

1. FYS/ Fee Reduction Request for All-Star Practices

Councilwoman Laird stated that FYS's contract ends May 9th; they are requesting a new contract for All Star practices and are requesting a reduction from \$4000 to \$1200 because they will only use the fields for practices, all-star teams only, no concessions and no lights. Councilwoman Cuchens stated that the fees need to be looked at if the Council is making a \$2800 concession on fees.

Parks Dir. Weiler stated that the amount was fair; it accounted for an hourly rate which the Council has not yet established. Weiler stated that she has draft hourly rates worked up to present to the Council.

Council Action: Councilwoman Cuchens motioned to approve as presented. Councilwoman Laird seconded the motion. All ayes; motion carried.

2. Dana Weiler – Probation completed

City Clerk Mattison stated that he would conduct an employee evaluation and bring a recommendation back to the Council.

F. Councilwoman McLean

1. Jim Smith/Lobbyist

Councilwoman McLean stated that Mr. Smith could not make it to the meeting.

Councilwoman McLean also updated the Council that the Co-Bank Loan Request had been approved with no exceptions.

G. City Expenditure Data

City Clerk Mattison stated that the monthly report had been given the previous meeting/no changes. He would e-mail new data the Tuesday before the meeting.

H. Pay All Bills in Order – presented at previous meeting

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X. Public Comment

City Attorney Adkinson asked to be able to address the earlier motion regarding counsel attending all meetings. Adkinson stated that he was willing to be there, but it probably wouldn't always be necessary. Councilwoman Cuchens stated that they needed to use discretion in using Attorney Adkinson's time. Councilwoman Brannon suggested that perhaps City Clark Mattison could use discretion in determining if the city attorney should be present for a discussion.

Council Action: none.

XI. Adjournment

Mayor Barley called for a motion to adjourn. Councilwoman McLean motioned to adjourn. Meeting adjourned at 8:01 pm.

FREEPORT CITY COUNCIL

Mayor

Council President

ATTEST:

City Clerk