



Freeport City Council
April 27, 2017
Regular Council Meeting
Package



City of Freeport
REGULAR COUNCIL MEETING
6:00 p.m./Council Chambers/Freeport City Hall
April 27, 2017 Agenda

- I. Meeting Called to Order**
- II. Invocation and Pledge of Allegiance**
- III. Recognition of Guests**
- IV. Public Comment on Consent Agenda**
- V. Approval of Consent Agenda (Attachment) **TAB 1: (A-E)****
 - Pay all Bills in Order **A**
 - April 11, 2017 Regular Council Meeting Minutes **B**
 - April 11, 2017 Workshop – Purchasing Policy **C**
 - April 13, 2017 Special Meeting DOT & DOC Contracts **D**
 - April 13, 2017 Special Meeting – Impact Fees & Brandon Oaks **E**
- VI. Consideration of Additions/Deletions to Agenda**
- VII. Approval of Agenda with Additions/Deletions**
- VIII. Staff Reports**
 - A. City Clerk Matters
 - 1. Elected Official Training Proposal (Attachment) **TAB 2**
 - 2. Brown & Brown Pria Employee Benefits Renewal (Attachment) **TAB 3**
 - 3. Website Design Update (Attachment) **TAB 4**
 - B. Planning & Zoning Dept.
 - C. Legal Matters
 - D. Parks Dept.
 - 1. Certified Pool Operator Course for Chris Campbell
 - Panama City Beach May 24th – 25th \$290.00
 - 2. Extension of contract services with Garland Lawn Service LLC (Attachment) **TAB 5**
 - 3. Pay increase request for Chris Campbell – 6-month Evaluation
 - 4. Follow up on communication (Attachment) **TAB 6**
 - E. Engineering
 - 1. Engineering Update Report
 - 2. Capital Improvement Plan Approval (Attachment) **TAB 7**
 - 3. US 331 Water Main Extension Bid Approval
 - F. Water Dept.
 - G. Sewer Dept.
 - 1. Approve recommendation for Sewer Worker – Jacob Dixon
- IX. Old Business**
- X. New Business**
 - A. Request for Waiver of Fees – Community Center (Attachment) **TAB 8**
 - B. Information Regarding Available Property – 4.37 acres \$250,000.00 (Attachment) **TAB 9**

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- C. Business/Non-Residential Registration (Attachment) **TAB 10**
- D. Mayor Russ Barley
 - 1. NRPA Training for Parks Department Staff (Attachment) **TAB 11**
 - 2. Donate Old Ball Field Lights
 - 3. Gordy Williams for City Historian
- E. Councilwoman Brannon
 - 1. Legislative Matters
- F. Councilwoman Cuchens
- G. Councilman Farris
- H. Councilwoman Laird
- I. Councilwoman McLean
- XI. Public Comment**
- XII. Adjournment**

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Consent

Agenda

TAB 1

A-E

***Check Detail Register©**

Tab 1A

April 16-17

Check Amt Invoice Comment

10101 Payables

| Paid Chk# | Date | Vendor | Check Amt | Invoice | Comment |
|-----------------------|-----------|--|--------------------|--------------|-----------------------------|
| 10101 Payables | | | | | |
| Paid Chk# 027180 | 4/12/2017 | ADVANCE AUTO PARTS | | | |
| E 410-533-44610 | | Vehicle & Equip Maint | \$21.99 | 845270603074 | WATER TRUCK PART |
| E 420-535-44610 | | Vehicle & Equip Maint | \$83.98 | 845270745248 | SEWER TRUCK REPAIR |
| E 001-510-44610 | | Vehicle & Equip Maint | \$151.99 | 845270804208 | ERINIE'S TRUCK |
| | | Total ADVANCE AUTO PARTS | \$257.96 | | |
| <hr/> | | | | | |
| Paid Chk# 027181 | 4/12/2017 | Aqua Products | | | |
| E 420-535-45200 | | Operating Supplies & Mat | \$320.00 | 20170467 | SEWER CYLINDER RENTAL |
| | | Total Aqua Products | \$320.00 | | |
| <hr/> | | | | | |
| Paid Chk# 027182 | 4/12/2017 | B & M Tire Center | | | |
| E 420-535-44610 | | Vehicle & Equip Maint | \$20.00 | 14145 | TIRE REPAIR-SEWER |
| E 420-535-44610 | | Vehicle & Equip Maint | \$20.00 | 15909 | TIRE REPAIR-SEWER |
| | | Total B & M Tire Center | \$40.00 | | |
| <hr/> | | | | | |
| Paid Chk# 027183 | 4/12/2017 | BENNETT, DAVID | | | |
| E 001-510-43130 | | Outside Labor & Services | \$100.00 | APRIL | SECURITY FOR CITY COUNCIL |
| | | Total BENNETT, DAVID | \$100.00 | | |
| <hr/> | | | | | |
| Paid Chk# 027184 | 4/12/2017 | CARR, RIGGS & INGRAM, LLC | | | |
| E 001-510-43200 | | Auditing Services | \$5,500.00 | 16255367 | AUDITOR |
| | | Total CARR, RIGGS & INGRAM, LLC | \$5,500.00 | | |
| <hr/> | | | | | |
| Paid Chk# 027185 | 4/12/2017 | CHELCO | | | |
| E 001-510-44300 | | Utilities | \$623.86 | 25144983 | ADMIN |
| E 001-541-44300 | | Utilities | \$2,555.70 | 25144983 | STREETS |
| E 001-572-43050 | | Community Center Operations | \$90.78 | 25144983 | COMM CENTER |
| E 001-572-44300 | | Utilities | \$167.55 | 25144983 | PARKS & REC |
| E 001-572-46340 | | Laird Park Expenses | \$27.66 | 25144983 | LAIRD PARK |
| E 001-572-46345 | | Casey Park & Pool Complex | \$483.85 | 25144983 | POOL |
| E 001-572-46355 | | Heritage Museum Operations | \$53.08 | 25144983 | MUSEUM |
| E 001-572-46360 | | Blount House Operations | \$60.68 | 25144983 | BLOUNT HOUSE |
| E 001-572-46365 | | Freeport Regional Sports Comp | \$2,209.05 | 25144983 | PARKS |
| E 410-533-44300 | | Utilities | \$7,414.99 | 25144983 | WATER |
| E 412-534-44300 | | Utilities | \$887.32 | 25144983 | NORTH BAY |
| E 420-535-44300 | | Utilities | \$6,332.31 | 25144983 | SEWER |
| | | Total CHELCO | \$20,906.83 | | |
| <hr/> | | | | | |
| Paid Chk# 027186 | 4/12/2017 | CHRISTINE TENEWITZ | | | |
| R 410-34330 | | Sales | \$187.20 | REFUND | |
| R 420-34330 | | Sales | \$706.40 | REFUND | |
| | | Total CHRISTINE TENEWITZ | \$893.60 | | |
| <hr/> | | | | | |
| Paid Chk# 027187 | 4/12/2017 | City of Freeport | | | |
| E 410-533-44300 | | Utilities | \$34.09 | APRIL | OLD CITY HALL WATER 2381 |
| E 001-510-44300 | | Utilities | \$85.32 | APRIL | CITY HALL WATER 2720 |
| E 001-572-44300 | | Utilities | \$34.00 | APRIL | LAIRD PARK WATER 3338 |
| E 001-572-43050 | | Community Center Operations | \$34.88 | APRIL | COMMUNITY CENTER WATER 4296 |
| E 001-541-44300 | | Utilities | \$19.00 | APRIL | TRIANGLE WATER 4812 |
| E 001-572-46355 | | Heritage Museum Operations | \$34.00 | APRIL | MUSEUM WATER 5070 |
| E 001-571-43000 | | Operating Expense | \$35.98 | APRIL | LIBRARY-WATER 5144 |
| E 420-535-44300 | | Utilities | \$39.72 | APRIL | LIFT STATION-WATER 5566 |
| E 001-572-46360 | | Blount House Operations | \$28.25 | APRIL | BLOUNT HOUSE 5673 |
| E 001-510-44300 | | Utilities | \$33.20 | APRIL | MARSE LANDING 5864 |
| E 001-572-46365 | | Freeport Regional Sports Comp | \$54.26 | APRIL | SPORTS COMPLEX 5878 |
| E 001-572-46365 | | Freeport Regional Sports Comp | \$34.87 | APRIL | TENNIS COURT 5880 |
| E 001-572-46345 | | Casey Park & Pool Complex | \$386.27 | APRIL | POOL 8719 |

***Check Detail Register©**

April 16-17

| | | | Check Amt | Invoice | Comment |
|---|---------------------------|---------------------------------------|--------------------|-------------|---------------------------------|
| E 420-535-44300 | Utilities | | \$36.88 | APRIL | LIFT STATION 10179 |
| E 001-572-46345 | Casey Park & Pool Complex | | \$29.00 | APRIL | WATER FOUNTAIN 11642 |
| Total City of Freeport | | | \$919.72 | | |
| <hr/> | | | | | |
| Paid Chk# 027188 | 4/12/2017 | COMMUNITY COFFEE COMPANY | | | |
| E 001-510-45100 | Office Supplies | | \$80.00 | 2484703373 | COFFEE -FEB BILL LOST |
| Total COMMUNITY COFFEE COMPANY | | | \$80.00 | | |
| <hr/> | | | | | |
| Paid Chk# 027189 | 4/12/2017 | CPC OFFICE TECHNOLOGIES | | | |
| E 410-533-44610 | Vehicle & Equip Maint | | \$158.75 | 20446697 | WATER COPY MACHINE |
| E 001-510-44610 | Vehicle & Equip Maint | | \$158.75 | 20446697 | ADMIN COPY MACHINE |
| Total CPC OFFICE TECHNOLOGIES | | | \$317.50 | | |
| <hr/> | | | | | |
| Paid Chk# 027190 | 4/12/2017 | CRC DATA TECHNOLOGIES | | | |
| E 001-510-43130 | Outside Labor & Services | | \$1,310.00 | 76366 | COMPUTER SERVICE |
| E 410-533-44610 | Vehicle & Equip Maint | | \$157.50 | 76526 | WATER COMPUTER |
| E 420-535-44610 | Vehicle & Equip Maint | | \$187.50 | 76526 | SEWER COMPUTER |
| Total CRC DATA TECHNOLOGIES | | | \$1,655.00 | | |
| <hr/> | | | | | |
| Paid Chk# 027191 | 4/12/2017 | EXXON | | | |
| E 001-572-43000 | Operating Expense | | \$30.80 | MARCH | FUEL-ADMIN |
| E 410-533-45210 | Gas & Oil | | \$1,615.43 | MARCH | FUEL-WATER |
| E 420-535-45210 | Gas & Oil | | \$1,398.20 | MARCH | FUEL-SEWER |
| Total EXXON | | | \$3,044.43 | | |
| <hr/> | | | | | |
| Paid Chk# 027192 | 4/12/2017 | FERGUSON ENTERPRISES, INC. | | | |
| E 410-533-45200 | Operating Supplies & Mat | | \$985.10 | 1223211 | WATER PARTS |
| Total FERGUSON ENTERPRISES, INC. | | | \$985.10 | | |
| <hr/> | | | | | |
| Paid Chk# 027193 | 4/12/2017 | FULL SCOPE SURVEYING, LLC | | | |
| E 001-554-44900 | Administration Expense | | \$800.00 | 976 | SURVEY FOR CDBG GRANT |
| Total FULL SCOPE SURVEYING, LLC | | | \$800.00 | | |
| <hr/> | | | | | |
| Paid Chk# 027194 | 4/12/2017 | JOHN DEERE COMPANY | | | |
| E 001-572-46400 | Capital Outlay | | \$7,232.74 | 115680591 | PARKS GATOR |
| E 410-533-46400 | Capital Outlay | | \$7,232.74 | 115680591 | WATER GATOR |
| Total JOHN DEERE COMPANY | | | \$14,465.48 | | |
| <hr/> | | | | | |
| Paid Chk# 027195 | 4/12/2017 | KONICA MINOLTA BUSINESS SOLUTI | | | |
| E 001-510-44610 | Vehicle & Equip Maint | | \$117.09 | 244731374 | FINAL PAYMENT ADMIN COPIER |
| E 410-533-44610 | Vehicle & Equip Maint | | \$117.09 | 244731559 | FINAL PAYMENT BILLING COPIER |
| Total KONICA MINOLTA BUSINESS SOLUTI | | | \$234.18 | | |
| <hr/> | | | | | |
| Paid Chk# 027196 | 4/12/2017 | MILLS HEATING & AIR | | | |
| E 420-535-44600 | Bldg Maint & Furniture | | \$769.00 | 85642 | SERVICE A/C -SEWER |
| Total MILLS HEATING & AIR | | | \$769.00 | | |
| <hr/> | | | | | |
| Paid Chk# 027197 | 4/12/2017 | NEOPOST | | | |
| E 001-510-44900 | Administration Expense | | \$175.00 | APRIL STMNT | POSTAGE |
| Total NEOPOST | | | \$175.00 | | |
| <hr/> | | | | | |
| Paid Chk# 027198 | 4/12/2017 | OKALOOSA GAS DISTRICT | | | |
| E 001-571-44300 | Utilities | | \$27.08 | MARCH | GAS- CONCESSION STAND GENERATOR |
| E 001-510-44300 | Utilities | | \$15.89 | MARCH | GAS CITY HALL GEN |
| Total OKALOOSA GAS DISTRICT | | | \$42.97 | | |
| <hr/> | | | | | |
| Paid Chk# 027199 | 4/12/2017 | QUILL | | | |
| E 420-535-45100 | Office Supplies | | \$117.69 | 7118 | INK-LARRY PRINTER |
| E 001-510-45100 | Office Supplies | | \$51.99 | 7153 | REPLACEMENT REC'D |

***Check Detail Register©**

April 16-17

| | | Check Amt | Invoice | Comment |
|---|-----------------------|-------------------------------------|------------|---------------------------|
| E 001-510-45100 | Office Supplies | (\$51.99) | 783519 | CREDIT FOR ITEM NOT REC'D |
| E 001-510-45100 | Office Supplies | \$79.98 | 7934 | COPY PAPER -OFFICE |
| E 001-510-45100 | Office Supplies | \$24.64 | 7934 | BINDER SUPPLIES |
| Total QUILL | | \$222.31 | | |
| <hr/> | | | | |
| Paid Chk# 027200 | 4/12/2017 | RUSS BARLEY | | |
| E 001-510-44000 | Travel Expense | \$193.23 | 1ST QUARTE | MILEAGE |
| Total RUSS BARLEY | | \$193.23 | | |
| <hr/> | | | | |
| Paid Chk# 027201 | 4/12/2017 | Sunshine State One-Call | | |
| E 420-535-44100 | Telephone Expense | \$149.19 | 149069 | SEWER ONE CALL |
| E 410-533-44100 | Telephone Expense | \$195.17 | 149162 | WATER ONE CALL |
| Total Sunshine State One-Call | | \$344.36 | | |
| <hr/> | | | | |
| Paid Chk# 027202 | 4/12/2017 | TRIANGLE CHEVROLET | | |
| E 410-533-44610 | Vehicle & Equip Maint | \$52.57 | 13113 | WATER TRUCK REPAIR |
| E 410-533-44610 | Vehicle & Equip Maint | \$1,288.86 | 13113 | WATER TRUCK REPAIR |
| Total TRIANGLE CHEVROLET | | \$1,341.43 | | |
| <hr/> | | | | |
| Paid Chk# 027203 | 4/12/2017 | WALTON COUNTY ECOMONIC DEVEL | | |
| E 001-510-44800 | Membership Fees | \$900.00 | 3RD QUARTE | |
| Total WALTON COUNTY ECOMONIC DEVEL | | \$900.00 | | |
| 10101 Payables | | \$54,508.10 | | |

Fund Summary

| <u>10101 Payables</u> | |
|--------------------------|-------------|
| 001 General Fund | \$23,978.43 |
| 410 Water Fund | \$19,461.48 |
| 412 North Bay Water Fund | \$887.32 |
| 420 Sewer Fund | \$10,180.87 |
| | <hr/> |
| | \$54,508.10 |

***Check Detail Register©**

April 16-17

Check Amt Invoice Comment

10102 Payroll

| Paid Chk# 014658 4/12/2017 STANDARD INSURANCE COMPANY | | | Check Amt | Invoice | Comment |
|---|-----------------------|--|-----------------|---------|--------------------|
| G 001-21820 | Insurance Withholding | | \$137.48 | MARCH | INS PD BY EE-ADMIN |
| G 410-21820 | Insurance Withholding | | \$198.46 | MARCH | INS PD BY EE-WATER |
| G 420-21820 | Insurance Withholding | | \$74.54 | MARCH | INS PD BY EE-SEWER |
| Total STANDARD INSURANCE COMPANY | | | <u>\$410.48</u> | | |
| 10102 Payroll | | | <u>\$410.48</u> | | |

Fund Summary

| <u>10102 Payroll</u> | | |
|----------------------|--|-----------------|
| 001 General Fund | | \$137.48 |
| 410 Water Fund | | \$198.46 |
| 420 Sewer Fund | | \$74.54 |
| | | <u>\$410.48</u> |



Tab 1B

City of Freeport
REGULAR COUNCIL MEETING
9:00 a.m./Council Chambers/Freeport City Hall
April 11, 2017 Minutes

I. Meeting Opened

The April 11, 2017 Regular Council Meeting was called to order at 9:00 a.m. by Mayor Russ Barley. The meeting was held in City Council Chambers of Freeport City Hall.

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

Staff present: City Clerk Rebecca Podraza, City Attorney Clay Adkinson, Finance Officer Sara Bowers, Parks Director Dana Weiler, Sewer Operator Bridget Hilgenberg, Water Supervisor Larry Tuggle, Sewer Crew Leader Addison Parker, City Engineer Cliff Knauer, and Billing Supervisor Jennifer Douglas.

II. Invocation and Pledge of Allegiance

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

I. Recognition of Guests

- Bill Imfeld, Executive Director of the Economic Development Alliance

Mr. Imfeld addressed the Council regarding Economic Development in Freeport. Mr. Imfeld feels that Freeport will be the spearhead for Walton County's growth over the next couple of decades. This is a tremendous opportunity for Freeport.

II. Public Comment on Consent Agenda: None

III. Approval of Consent Agenda

- Pay all Bills in Order
- February 23, 2017 Regular Council Meeting Minutes
- February 23, 2017 Special Council Meeting Minutes – Strategic Plan
- February 23, 2017 Special Council Meeting Minutes – FLDEP Rec. Trails Prog. Grant
- March 14, 2017 Regular Council Meeting Minutes
- March 23, 2017 Regular Council Meeting Minutes
- March 23, 2017 Workshop – Grinder Pumps
- March 30, 2017 Workshop – CIP/Impact Fees

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Council Action: Councilwoman Cuchens made a motion to approve the Consent Agenda as presented. Councilman Farris seconded the motion. All ayes; motion carried.

IV. Consideration of Additions/Deletions to Agenda

Additions:

- Clerk – FAYSA Meeting May 1st
- Councilman Farris – Sports Complex
- Councilman Farris – Coyote Landfill
- Councilman Farris – DOT Contract
- Councilwoman McLean – Information on Sewer

Deletions: None

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 Brannon seconded the motion. All ayes; motion carried.

VI. Staff Reports

A. City Clerk Matters

1. City of Freeport Website Update
 - Clerk Podraza updated the Council on the status of the new City Website design being created with aha Municode and the City Design Team: Councilwoman Kasey Cuchens, Parks Director Dana Weiler and City Clerk Rebecca Podraza.

B. Finance

1. Revenue & Expenditure Reports
 - City Finance Officer Sara Bowers presented the Revenue & Expenditure Report for Council information.

C. Planning & Zoning Dept.: None

D. Legal Matters

1. City Attorney Clay Adkinson advised the Council on Social Media and the Sunshine Law.

E. Parks Dept.

1. Approve Sponsorship and travel for Susan McMiniman to represent Freeport in this year's

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National Senior Games for an approximate amount of \$1,500.00.

Council Action: Councilwoman Cuchens made a motion to approve Susan McMiniman to represent Freeport in this year's National Senior Games for half the expenses not to exceed \$750.00. Councilwoman McLean seconded the motion. Four ayes, (Cuchens, McLean, Laird, Farris); one nay, (Brannon). Motion carried.

2. Request approval to advertise for summer hires in April or May after decision on the pool.

Council Action: Councilwoman Laird made a motion to approve Parks Director Weiler to advertise for pool staff once the decision is made when to open. Councilwoman Cuchens seconded the motion. All ayes; motion carried.

F. Engineering

1. Engineering Update Report

- City Engineer Cliff Knauer presented the Engineering Update Report
 - SCOP Grant has been submitted for Robinwood Dr. & Four Mile Road
 - FBIP Grant for Marse Landing Boat Loading Dock submitted
 - Construction of Fluffy Landing Complete
 - US 331 Water Tie-In Bid Opening date is April 21, 2017

2. Laird Park Drainage Improvements

- City Engineer Cliff Knauer advised the Council that an FBIP Grant may be possible to fund the Laird Park Improvements Project up to \$50,000.00 with no matching funds needed. It was agreed by Council that this Grant Application would be included in the process of completing the project.

Council Action: Councilwoman Cuchens made a motion to approve the Laird Park Drainage Improvements Proposal for Professional Services and Scope of Work Agreement presented by Dewberry Preble-Rish in the amount of \$4,500.00. Councilwoman Laird seconded the motion. All ayes; motion carried.

3. Water Storage Tank Inspection and Maintenance Proposal

Council Action: Councilwoman Cuchens made a motion to approve the Freeport Water Storage Tank Inspection and Maintenance Proposal for Professional Services and Scope of Work Agreement presented by Dewberry Preble-Rish in the amount of \$10,000.00. Councilman Farris seconded the motion. All ayes; motion carried.

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4. 2017 Capital Improvement Plan
 - To be presented with changes and updates at the April 27, 2017 Meeting for approval
5. Preliminary Engineering Report Proposal for Professional Engineering Services to submit to USDA

Council Action: Councilwoman McLean made a motion to approve the Proposal for Professional Engineering Services for the Preliminary Engineering Report (PER) Project for the City of Freeport in the amount of \$40,000.00 for the Sewer Plant Site. Councilwoman Cuchens seconded the motion. All ayes; motion carried.

6. Sewer Plant Repair on Clarifier Number 2

Council Action: Councilwoman McLean made a motion to approve emergency repairs to Clarifier Number 2 in the amount not to exceed \$25,000.00. Councilman Farris seconded the motion. All ayes; motion carried.

G. Water Dept.

1. Water Supervisor Larry Tuggle updated the Council on the progress of the Meter Installation project.
2. Water Supervisor Larry Tuggle requested the Council set a Special Meeting to discuss the DOT & DOC Contracts. The meeting was set by the Mayor for Thursday, April 13, 2017 at 6:30 PM.

H. Sewer Dept.

1. Janice McLean
 - School Request (Budgeted For 2016/2017)
 - a.) Robert Fawcett – August 6-9 – Daytona Beach – 2017 Annual FRWA Conference \$387.00 plus meals. He is driving city truck (no mileage) - (\$327 motel – 50.00 registration)
 - b.) Bridget Hilgenberg – May 29- June 1 – Daytona Beach – AI/FL Joint Conference \$729.00 plus meals. (This includes \$50.00 for school, 528.00 3 nights Hotel- 151.00 mileage)

Council Action: Councilwoman McLean made a motion to approve training and travel for Sewer Supervisor Robert Fawcett and Sewer Operator Bridget Hilgenberg. Councilman Farris

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seconded the motion. All ayes; motion carried.

2. Information on Sewer

- Councilwoman McLean advised the Council on the Florida Rural Water Association Asset Management Study that is currently being done at no cost to the City. This is a requirement for the SRF Funds that the City has applied for. This study will be presented by the Rural Water Association to the Council when completed.
- Councilwoman McLean has met with Mr. Paul Johnson who provides biological improvements studies for sewer plants. He has offered his services to the City of Freeport if needed. Florida Rural Water also provides this service at no charge.
- Councilwoman McLean provided a list of Lift Stations to the Council and a new form that will be used when the Maintenance Crew complete maintenance on the Lift Stations.
- Sewer Plant Operator Bridget Hilgenberg addressed the Council regarding the Sewer Department's need for more employees.
- Sewer Plant Operator Bridget Hilgenberg addressed the Council and provided an opportunity to answer any questions or concerns regarding the Sewer Plant. Council discussion ensued.
- Becky Sumner approached the podium and requested information from the Council regarding the progress on the new Sewer Plant. City Engineer Cliff Knauer provided the information requested.

VII. Old Business

A. New Impact Fee Rates and Ordinance

1. A 90 Day Notice will need to be advertised if the Council moves forward with a new impact fee rate. A Workshop was scheduled immediately following the 6:30 pm Special Meeting on April 13, 2017.

VIII. New Business

A. Mayor Russ Barley

1. Mayor Barley announced that the 1st Baptist Church will hold their annual Sunrise Service April 16, 2017 behind City Hall from 6:00 am to 7:00 am.

B. Councilwoman Brannon

1. Legislative Matters

- Councilwoman Brannon advised the Council that the Executive Director for the North-

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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
April 11, 2017 Minutes

West Florida League of Cities has been sending out Legislative Updates. Be on the lookout for those or request a copy from the City Clerk.

C. Councilwoman Cuchens: None

D. Councilman Farris

1. Wastewater Treatment Plant

- Councilman Farris inquired if the Wastewater Reclaim Tank is currently in use. Sewer Operator Bridget Hilgenberg informed the Council that it is not and updated the Council on the status of the Tank. Councilwoman McLean provided background information on the Reclaim Tank and City Engineer Knauer also provided information to the Council regarding the permitting of the Tank.

1. Pool

- Councilman Farris requested that the pool repairs be made prior to the approval of the FRDAP Grant in order for the pool to be open Memorial Day. Councilwoman Cuchens requested that the specifications be written to include the work specified on the FRDAP Grant Application for the pool.

Council Action: Councilman Farris made a motion to direct City Engineers and Staff to draft specifications and advertise for formal RFP for Pool Repairs to open the pool by May 26, 2017. Councilwoman Brannon seconded the motion. All ayes; motion carried.

3. Sports Complex

- Councilman Farris requested more communication between Council, Staff and the Community Members who are using the Sports Complex.

4. Coyote Landfill

- Councilman Farris thanked Councilwoman Brannon for her part as a citizen and member of the community in the clean-up of the Coyote Landfill by the County. He also thanked the Mayor for his efforts as in this as well.

E. Councilwoman Laird: None

F. Councilwoman McLean: None

IX. Public Comment

Tracy Louthain approached the podium requesting an amendment to the agreement between the FAYSA and the City to exclude the volunteers from having to clean the public restrooms after the

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City of Freeport
REGULAR COUNCIL MEETING
9:00 a.m./Council Chambers/Freeport City Hall
April 11, 2017 Minutes

use of the facility. Mayor Barley requested that an Agenda Request be made for this item at the next Council Meeting for discussion.

X. Adjournment

Mayor Barley adjourned the meeting at 10:56 a.m.

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.

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City of Freeport WORKSHOP

Immediately Following 9:00 am Meeting
Council Chambers/Freeport City Hall
April 11, 2017 Minutes

Tab 1C

I. Meeting Opened

The April 11, 2017 Workshop was called to order at 11:08 AM by Mayor Russ Barley. The meeting was held in City Council Chambers of Freeport City Hall.

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

Staff present: City Attorney Clay Adkinson, Finance Officer Sara Bowers, Water Supervisor Larry Tuggle and Parks Director Dana Weiler

II. Invocation and Pledge of Allegiance

The invocation and Pledge of Allegiance to the American Flag were given at the previous 9:00 AM Regular Council Meeting.

I. Purchasing Policy

- City Finance Officer Sara Bowers presented a draft copy of a Purchasing Policy to the Council. The following items were discussed:
 - Purchase Orders & Blanket Purchase Orders
 - Internal Control
 - Emergency Procurement
 - Spending Limits
 - Fuel Expense Charges
- Council requested to edit the following items:
 - Page 9 - Remove Fixed Assets Procedure
 - Page 16 - Change Competitive Written Quotes - \$3,000.00 to 10,000 Mayor and Supervisors
 - Page 16 - Change Competitive Written Quotes – 10,001.00 to \$19,999.99 City Council
- City Attorney recommended the changes be made to the draft and added to Old Business on the next Regular Council Meeting Agenda.

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**City of Freeport
WORKSHOP**

Immediately Following 9:00 am Meeting
Council Chambers/Freeport City Hall
April 11, 2017 Minutes

II. Adjournment

Mayor Barley adjourned the meeting at 11:55 p.m.

FREEPORT CITY COUNCIL

Mayor

Council President

ATTEST:

City Clerk

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Tab 1 D

City of Freeport
Special Meeting
6:30 p.m./Council Chambers/Freeport City Hall
April 13, 2017 Agenda

I. Meeting Opened

The April 13, 2017 Workshop 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, Councilwoman Kasey Cuchens, Councilwoman Janice McLean, Councilman Eddie Farris, Councilwoman Jennifer Laird, and Councilwoman Elizabeth Brannon

Staff present: City Attorney Clay Adkinson, City Attorney Clayton Adkinson, Finance Officer Sara Bowers, Water Supervisor Larry Tuggle, Billing Supervisor Jennifer Douglas, and Parks Director Dana Weiler

II. Invocation and Pledge of Allegiance

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

III. DOT & DOC Contract

Mayor Barley turned the meeting over to Water Supervisor Larry Tuggle. Tuggle explained the current needs of the Streets Department regarding maintenance of the right-of-way's. Park's Director Weiler also explained the needs of the Parks Department and that the DOC Inmate Crew is a crucial part of upkeep for the Parks. Council discussion ensued.

Council Action: Councilwoman McLean made a motion to cancel the Department of Transportation Contract, continue with the Department of Corrections Inmate Crew Contract and hire a Part-Time Seasonal employee to help with the maintenance of the street right-of-way's in the City. 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.

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City of Freeport
Special Meeting
6:30 p.m./Council Chambers/Freeport City Hall
April 13, 2017 Agenda

IV. Adjournment

Mayor Barley adjourned the meeting at 6:48 pm.

FREEPORT CITY COUNCIL

Mayor

Council President

ATTEST:

City Clerk

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Table

City of Freeport
Special Meeting
7:00 PM/Council Chambers/Freeport City Hall
April 13, 2017 Agenda

I. Meeting Opened

The April 13, 2017 Workshop was called to order at 7:00 pm by Mayor Russ Barley. The meeting was held in City Council Chambers of Freeport City Hall.

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

Staff present: City Attorney Clay Adkinson, City Attorney Clayton Adkinson, Water Supervisor Larry Tuggle and Billing Supervisor Jennifer Douglas

II. Invocation and Pledge of Allegiance

The invocation and the Pledge of Allegiance were given at the 6:30 Special Meeting.

III. Brandon Oaks/Walton County Offer

City Attorney Clayton Adkinson met with County Commissioner Bill Chapman and County Attorney Mark Davis on April 13, 2017 regarding the 56 units having sewer issues at Brandon Oaks that are not connected to City Sewer. The following proposal was presented:

- The County will pay the tap fees and the deposit fee for each customer for a total of \$114,800.00
- The County would be responsible for all costs associated with connecting the 56 new customers at Brandon Oaks.
- The County requests a waiver of all Impact Fees in exchange for them paying the other costs.

There are no findings that this was an offer made by the Board of County Commissioners collectively as a whole, after Councilwoman Cuchens spoke with two other County Officials.

Council Discussion ensued.

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City of Freeport
Special Meeting
7:00 PM/Council Chambers/Freeport City Hall
April 13, 2017 Agenda

Council Action: Councilwoman Cuchens made a motion for the Freeport City Attorneys' to contact the Walton County Board of County Commissioners, and request that they provide a formal proposal to the City of Freeport, including a detailed statement of the process for installation of the sewer connections for the 56 Units in Brandon Oaks and the contributions they intend to make, as well as outlining the contributions they are requesting from the City of Freeport financially. Councilwoman McLean seconded the motion. All ayes; motion carried.

IV. Impact Fees

- Councilwoman McLean provided a handout with a proposal she put together which recommends one rate inside and outside the City.
- City Engineer Knauer approached the podium and discussed the Water Impact Fee conclusions provided in the Impact Fee Study.
- Discussion ensued regarding the Equivalent Residential Unit (ERU) Calculations and the methodology of how they are presently being done.
- Discussion ensued regarding the current Ordinance and fees.

Council Action: Councilwoman Cuchens made a motion to hold an Impact Fee Workshop on April 27, 2017 at 5:00 pm. Councilwoman McLean seconded the motion. All ayes; motion carried.

V. Adjournment

Mayor Barley adjourned the meeting at 8:39 pm.

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City of Freeport
Special Meeting
7:00 PM/Council Chambers/Freeport City Hall
April 13, 2017 Agenda

FREEPORT CITY COUNCIL

Mayor

Council President

ATTEST:

City Clerk

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Becky Podraza

From: Paula Arnold <parnold@questmanagementconsultants.com>
Sent: Monday, April 17, 2017 10:42 AM
To: Becky Podraza
Subject: Training
Attachments: GENERAL INFO01.28.09.doc; BIO.DOC

Tab 2

Hi Becky,

I hope you have a wonderful Easter holiday. This email is following up from our phone conversation last week regarding Council training for your 5 Council members plus the Mayor.

I was thinking we should do a 2 hour training and we would cover Forms of Government, Roberts Rules of Order, Sunshine Law, Government Purchasing, Policy Setting and the role of the Council, and just touch on some ethics issues since they will all need to go through the Ethics course. I can prepare some handouts for them and probably work up a PowerPoint presentation. I can offer this training to you for a total of \$350.00.

I have attached some additional information about myself and my firm for your review. I would love the opportunity to work with you on some of your other goals such as policy and procedures (both Personnel and Administrative), job descriptions, and employee training. Typically, these type services are offered on a set-fee basis and my approach is that my job is not done until you, the staff, and the Council are all satisfied and you have a Council approved policy, or product. However, sometimes when a municipality has a number of things they want to tackle we enter into an annual agreement which allows a monthly stipend based upon a certain number of hours per month. That approach allows us to work on a few things simultaneously and provides an opportunity for me to become more familiar with staff and with your specific and particular challenges so we are sure to customize everything directly to your needs. I am open to either approach.

Please let me know when you have had a chance to review this email and I'll be happy to answer any questions or provide additional information. I look forward to the opportunity to discuss this offer with you as your earliest convenience.

Paula Arnold, Management Consultant
Quest Management Consultants, LLC



QUEST MANAGEMENT CONSULTANTS, LLC
1424 SW EDGEWOOD AVENUE
GREENVILLE, FL 32331
QUESTCONSULT@EARTHLINK.NET
(850)673-7851

OWNER/MANAGER – Paula Arnold

Quest Management provides assistance to clients in managing their resources effectively and developing policy and procedures that provide the most efficient use of those resources. Listed below is a summary of services offered by Quest Management Consultants.

- **HUMAN RESOURCES**
 - Policy/procedures manuals
 - Position Descriptions
 - Forms development
 - Pay classification plans
 - Salary Study
 - Staff and Supervisor Training

- **GRANTS**
 - Grant Writing
 - Grants Administration
 - Project Management
 - Research studies to evaluate grant availability and provide recommendations

- **ADMINISTRATION**
 - Policy/procedures manuals (Purchasing, SOP's, Charter, etc.)
 - Forms development
 - Efficiency Assessment

- **PLANNING AND ZONING**
 - Planning assistance to local governments
 - Zoning applications assistance to businesses dealing with local government
 - Procedures and forms development

- **TRAINING**
 - Customer Service
 - Sexual Harassment
 - Discrimination
 - Safety Awareness
 - Human Resources
 - Performance Evaluations
 - Elected Official Training

Quest Management Consultants, LLC is pleased to provide the following list of clients for reference.

Town of Branford – Charter, management consulting, Personnel Policy, Pay and Classification Plan, Salary Study, Ordinance codification

Madison County Memorial Hospital – grants administration and grant writing

Jefferson County Senior Citizens Council – grant writing and administration - \$960,000 for a new facility – approved and grant received

The Arc Big Bend. – grants writing/administration, project management, community relations, job readiness training

Senior Citizens Council of Madison County – grant writing-\$1.27 million for new facility

City of Jasper – Personnel policy, currently working on Position Descriptions

Town of White Springs – Personnel Policy, Standard Operating Guidelines, Pay/Classification Study, Salary Study, Fire Department SOG's

City of Sopchoppy – Personnel Policy, Pay Classification Plan, Salary Study, Job Descriptions, SOG's

Pace Water System – Personnel Policy, SOG's, Pay Classification Plan, Salary Study, Position Descriptions, Supervisor Training, Customer Service Training, HR Consultant

Riley Palmer Construction Company – Efficiency Assessment, HR policy development and training

Wakulla County – Personnel Policy, Purchasing Policy

City of Bristol – Personnel Policy, Pay and Classification Plan

City of DeFuniak Springs – Purchasing Policy, Performance Evaluation Program and Staff Development

Madison County Chamber of Commerce – management and administration

North Florida Community College – Adjunct Professor, business training

Taylor Technical Institute – Adjunct Instructor – Business Education

PAULA ARNOLD BIO

Paula Arnold is the Owner/Manager of Quest Management Consultants, LLC. Quest Management serves local governments, non-profit organizations, as well as private firms by providing a variety of management tools and consultation to assist organizations to operate in an efficient and effective manner and to maximize their available resources.

Ms. Arnold is a Certified Public Manager and holds a Bachelor's Degree in Business Administration with a minor in Human Resources, as well as a Certificate of Supervisory Management from the Florida State University's Institute of Public Government. She also holds a current Florida Real Estate License. Ms. Arnold has extensive experience in development of policy and procedures, human resource management, training, and planning, organizational structure, project management, grants writing/administration, and economic development.

As a former County Manager (Madison County (6 years from 1998 to 2004), Ms. Arnold has direct local government experience which provides her with knowledge and understanding of the unique needs of each community.

Ms. Arnold has developed curriculum and presented a variety of training for business and Human Resource topics such as; Customer Service Training, Supervisor Training, Performance Evaluations, Sexual Harassment, Discrimination in the workplace, small business management, and employment awareness training for students with disabilities. Other training experience includes Adjunct Instructor for Taylor Technical Institute and ITT Technical Institute.



Tab 3

April 12, 2017

Rebecca Podraza
City of Freeport
112 Highway 20 West
Freeport, FL 32439

RE: October 1, 2017 – Group Insurance Renewal
Medical – Florida Blue policy #60734
Dental – Standard policy #145623
Life and AD&D, Voluntary Life – Standard policy #145623

Dear Ms. Podraza:

As you are aware, your group employee benefit insurance is coming up for renewal on October 1, 2017 with Florida Blue and Standard. You should receive from the carriers your renewal packages containing renewal rates at least 45 days prior to your renewal date.

In order to ensure that your renewal rates are in line with today's marketplace, we will obtain quotes from alternative carriers to provide them with a complete analysis of your employee benefits package. We will need updated group information, so we can have sufficient time to obtain alternate quotes, present your renewal and assist with your renewal decisions.

Please be sure to complete the enclosed census in its entirety. If an eligible employee does not participate in benefits, please indicate that they waived their right to benefits.

Please complete and return to our office the census with copies of your most recent bills from each of the carriers by May 1, 2017. We appreciate your business and look forward to our continued relationship. Please do not hesitate to give us a call should you have any questions.

Kind regards,

A handwritten signature in cursive script that reads 'Morgan Hathaway'.

Morgan Hathaway
Account Representative



Tab 4

WEBSITE DESIGN UPDATE

FREEPORT DESIGN TEAM PROGRESS REPORT

- aha Municode Web Design Company was approved by Council on February 14, 2017
- Letter of Engagement signed with Municode on Feb. 22, 2017
- February 27th - initial phone contact with Dave Fels, Municode Project Lead, to discuss the design process and schedule 1st meeting.
 - Design Team to include: Kasey Cuchens, Dana Weiler, and Becky Podraza
- March 1st – First Design Team Meeting - Discussed Specifications outline and design plan.
- April 10, 2017 - Updated cover page to include City Logo and sample inner page provided to Clerk.
- April 19, 2017 – Second Design Team Meeting – Discussed the Website Content and timeline for approval.
- April 24th – May 11th Clerk will continue to work with Municode and collaborate with staff and Council to provide content information, as well as streamline the content from the old site to the new site.
- May 11, 2017 - Training for Website Administrators to update and maintain the website.

TIMELINE TO PERFORM AND IMPLEMENT PROGRAM ACTIVITY

- **March 15 – outline, design plan of website to EFI for approval**
 - Emailed first draft to Mr. Roy Baker of Opportunity Florida on March 16th
 - Revised 1st draft after receiving clarification on the Enterprise Florida branding that is needed to comply with the grant.
 - Emailed revised draft to Mr. Roy Baker for approval on March 21st.
 - APPROVED March 21, 2017



- **May 15 – website content complete and submitted for approval**
 - *Per Dave Fels, the City is currently ahead of schedule the Team should be able to request a Special Meeting at the first Council Meeting in June to present the completed website to Council.*
- **June 30 – implement approved plan for website**
 - *Team's new target date is to have the site approved by Opportunity Florida and live before July 11th in order for it to be ready before the election.*
- **September 30 – website complete**

GARLAND LAWN CONTROL

PO BOX 400

SHALIMAR, FL 32579

850-259-2276

Tab 5

RYAN GARLAND

OWNER/CERTIFIED OPERATOR

Dear Customer,

Thank you for the opportunity for Garland Lawn Control to serve your lawn service needs.

Enclosed you will find a proposal and schedule for your lawn.

Any questions please call 850-259-2276

Sincerely,

Ryan Garland

Garland Lawn Control

GARLAND LAWN CONTROL MONTHLY LAWN PROGRAM

January- Check PH, apply lime or sulfur

February- pre and post emergent, herbicide

March- fertilizer and mole cricket bait

April- insecticide and iron

May- post emergent, herbicide and nutrients

June- liquid iron and insecticide

July- insecticide and micronutrients

August-insecticide and fertilizer

September- insecticide, post emergent and herbicide

October-apply insecticide and nutrients

November- winterize

December-pre and post emergent, herbicide

These services may vary for some lawns. They may need different treatment and will be treated accordingly. Fungicides, insecticides, and herbicides applied as needed.

Renewal-

Our fee for your monthly lawn program for Freeport Sports Complex is \$2300 per application starting April 2017-April 2018. This service will continue on a month to month program until terminated by either party.

Please let us know if you have any questions.

Customer

Date

Ryan Garland

Garland Lawn Control



Tab 6

Freeport Parks & Recreation
Dana Weiler, Director

dweiler@freeportflorida.gov

Cell 850-307-3242 Office 850-835-2822 Fax 850-835-3137

P.O. BOX 339 * FREEPORT CITY HALL * 112 HIGHWAY 20 WEST * FREEPORT, FLORIDA 32439

To: Mayor, Council and City Clerk

April 2017

Subject: Communication Follow up as requested

Mayor and Council,

In response to Councilman Farris's concern about communication, I wanted to provide everyone with an update.

After the April 11th regular council meeting, I forwarded 44 text messages between myself and Freeport Youth Sports, I also offered to forward other messages as well as email correspondence. Based on this information, one can easily see that constant communication takes place. I also have text and email correspondence with Freeport Area Youth Sports and all other organizations that have a contract with Parks & Recreation. All of this can be provided to anyone who would like to view it.

Parks & recreation updates:

Chris and myself with help from the DOC have been working very hard to clean up the parks. There is an abundance of fall debris that we are still working on. Having the picnic tables and split rail fencing come in at the same time and getting those items taken care of was the priority. We have also been trimming unhealthy shrubbery and clearing out vines.

We will be working towards accomplishing the following:

Pressure wash Casey Park/Complex playground
Paint the outside of the bathrooms
Build the outside wall at Old City Hall
Adding new landscaping to the complex
Relocate picnic tables to other parks (wanted to wait until after the Spring Event)



Chris and I have both taken the training through the NRPA and National Arthritis Foundation and are certified to facilitate the "Walk with EASE" program. We will be making appointments to present the program to the Town Planters and the Walton County Council on Aging.

Currently we have contracts from The Florida Aces and The Florida Grind travel ball teams for practices on Sundays and some weekday evenings through the month of May.

May 13th Chris and I will be at Morrison Springs to assist with The Choctawhatchee River Fest

Upcoming: June 5 – 9 the Challenger Soccer Camp will be at the sports complex.

Kayaks/Canoes: Our new Florida Fish and Wildlife liaison Beau Yeiser is on board and we will be receiving a trailer with all equipment needed to do paddle programs in June. An information sheet will be provided as well as registration information.

If ever anyone would like more details all you need to do is ask. We have a lot going on and to provide you with all the details would be very lengthy. As always we invite each and every one of you to come out and walk through any of our areas with us to provide feedback and another perspective.

Thank you
Dana and Chris

Tab 7

SCHEDULE OF CAPITAL IMPROVEMENTS
 FISCAL YEARS 2015 - 2020
 (UPDATED 4-19-2017)
 CITY OF FREEPORT

| Project Description | Funding Source | Project Cost \$ | Scheduled (w/in 5 Fiscal Years) | Scheduled (beyond 5 Fiscal Years) | Consistent with Other Elements | Status |
|--------------------------|----------------|-----------------|---------------------------------|-----------------------------------|--------------------------------|--------|
| 1. S Nick Wilson Way | | \$94,984.00 | | X | | |
| 2. Kyle Laird Drive | | \$96,858.00 | | X | | |
| 3. N Jackson Street | | \$107,325.00 | | X | | |
| 4. Hollyn Court | | \$7,499.00 | | X | | |
| 5. Sawyer Court | | \$5,250.00 | | X | | |
| 6. Jakes Way | | \$33,744.00 | | X | | |
| 7. Live Oak Street | | \$24,059.00 | | X | | |
| 8. Gracie Bell Boulevard | | \$26,246.00 | | X | | |
| 9. Hammock Trail E | | \$199,465.00 | | X | | |
| 10. Hammock Trail W | | \$288,699.00 | | X | | |
| 11. Shipyard Road | | \$82,017.00 | | X | | |
| 12. North Street | | \$38,900.00 | | X | | |
| 13. Madison Street | | \$68,738.00 | | X | | |
| 14. Van Buren Street | | \$14,060.00 | | X | | |
| 15. Genoa Street | | \$14,763.00 | | X | | |
| 16. S Jackson Street | | \$69,988.00 | | X | | |
| 17. CR 83A | | \$1,690,200.00 | | X | | |
| 18. Industrial Court | | \$26,557.78 | | X | | |
| 19. Tulane Street | | \$6,890.00 | | X | | |
| 20. Village Court | | \$18,747.00 | | X | | |
| 21. Bent Oak | | \$75,456.00 | | X | | |
| 22. Whispering Creek Ave | | \$90,906.00 | | X | | |
| 23. Partridge Lane | | \$53,179.00 | | X | | |
| 24. Water Tower Road | | \$21,403.00 | | X | | |
| 25. Highland Street | | \$16,708.00 | | X | | |
| 26. Old Eucheeanna Rd | | \$60,302.00 | | X | | |
| 27. Hazelwood Lane | | \$18,122.00 | | X | | |
| 28. Breckyn Loop | | \$34,682.00 | | X | | |
| 29. Great Hammock Bend | | \$287,840.00 | | X | | |
| 30. Rhapsody Street | | \$12,936.00 | | X | | |
| 31. Echo Cove | | \$18,278.00 | | X | | |
| 32. Whispering Way | | \$64,536.00 | | X | | |
| 33. Mango Lane | | \$75,924.00 | | X | | |
| 34. Mango Cove | | \$5,999.00 | | X | | |
| 35. Secret Street | | \$43,868.00 | | X | | |
| 36. Windchime Way | | \$81,408.00 | | X | | |
| 37. Lullaby Lane | | \$5,000.00 | | X | | |
| 38. Quiet Cove | | \$10,124.00 | | X | | |
| 39. Camellia Lane | | \$11,248.00 | | X | | |
| 40. Camellia Cove | | \$7,874.00 | | X | | |
| 41. Camellia Court | | \$91,109.00 | | X | | |
| 42. Harmony Way | | \$32,901.00 | | X | | |
| 43. Leap Year Lane | | \$22,778.00 | | X | | |
| 44. Barefoot Cove | | \$12,514.00 | | X | | |
| 45. Winter Way | | \$9,561.00 | | X | | |
| 46. Autumn Avenue | | \$28,402.00 | | X | | |
| 47. Whitman Way | | \$71,425.00 | | X | | |

| | | | | | | | | |
|----------------------------|--|------|----------------|---|--|--|--|-----------------------------|
| 103. Laurel Oaks Drive | | | \$6,499.00 | X | | | | |
| 104. Harrison Street | | | \$29,245.00 | X | | | | |
| 105. John Adams Street | | | \$19,403.00 | X | | | | |
| 106. Washington Street | | | \$25,972.00 | X | | | | |
| 107. Jefferson Street | | | \$28,964.00 | X | | | | |
| 108. Sparkleberry Lane | | | \$59,474.00 | X | | | | |
| 109. CR 883 (Business 331) | | SCOP | \$1,159,044.00 | X | | | | Funded: \$400K |
| 110. Spring Street | | | \$26,246.00 | X | | | | |
| 111. Blueberry Road | | SCOP | \$60,615.00 | X | | | | Funded; Not yet Constructed |
| 112. Four Mile Road | | SCOP | \$149,193.00 | X | | | | |
| 113. Lagrange Road | | | \$336,191.00 | X | | | | |
| 114. Garrett Lane | | | \$25,308.00 | X | | | | |
| 115. Lowery Road | | | \$14,998.00 | X | | | | |

II. Florida Department Of Transportation Five-Year Work Program – City of Freeport

| Project Description | Funding Source | Project Cost \$ | Scheduled (w/in 5 Fiscal Years) | Scheduled (beyond 5 Fiscal Years) | Consistent with Other Elements | Status |
|--|----------------|-----------------|---------------------------------|-----------------------------------|--------------------------------|--------------------------------------|
| 1. CR-883 (Old US-331) Madison St. from Azales Dr. to New US-331 | FDOT SCRAP | \$469,759.00 | X | | | Engineering funded 2108 \$469,759 |
| 2. CR-883 (Old US-331) Madison St. from Azales Dr. to New US-331 | FDOT SCRAP | \$1,871,883.00 | X | | | Construction funded 2019 \$1,871,993 |
| 3. Blueberry Road Improvements | FDOT SCOP | | | | | |
| 4. | | | | | | |
| 5. | | | | | | |

III. Bridge Replacements/Improvements

| Project Description | Funding Source | Project Cost \$ | Scheduled (w/in 5 Fiscal Years) | Scheduled (beyond 5 Fiscal Years) | Consistent with Other Elements | Status |
|---|----------------|-----------------|---------------------------------|-----------------------------------|--------------------------------|--------|
| 1. Bayloop Rd at Bear Creek | | \$200,000.00 | X | | | |
| 2. Roof Structure for Existing Pedestrian Path @ Bridge | | \$75,000.00 | | X | | |
| 3. | | | | | | |
| 4. | | | | | | |
| 5. | | | | | | |

IV. Special Projects

| Project Description | Funding Source | Project Cost \$ | Scheduled (w/in 5 Fiscal Years) | Scheduled (beyond 5 Fiscal Years) | Consistent with Other Elements | Status |
|---|-----------------------|-----------------|---------------------------------|-----------------------------------|--------------------------------|----------|
| 1. Intersection Improvements at E Bay Loop and SR 20/ SR 20 Beautification (Sidewalks & Lighting) | DOT Enhancement Grant | \$200,000.00 | X | | | |
| 2. Industrial Park Roadway Extension to US 331 | | \$596,200.00 | X | | | |
| 3. Freeport Elementary/ Kylea Laird Drive/331 Business Sidewalk Extension | CTST | \$32,000.00 | X | | | Planning |
| 4. North Street Pedestrian Improvements | CTST | \$17,500.00 | X | | | |
| 5. Madison Street Pedestrian Improvements | CTST | \$49,000.00 | | X | | |
| 6. Four Mile Road Pedestrian Improvements | CTST | \$43,000.00 | X | | | |

V. Facilities

| Project Description | Funding Source | Project Cost \$ | Scheduled (w/in 5 Fiscal Years) | Scheduled (beyond 5 Fiscal Years) | Consistent with Other Elements | Status |
|---|----------------|-----------------|---------------------------------|-----------------------------------|--------------------------------|---|
| 1. Civic Centre/Cultural Arts Centre/Amphitheatre (assume 5000 SF at \$150/SF and no property acquisition required) | | | | | | Submitted for \$500k through Legislative Appropriation for Cultural Arts Bldg. (2-7-17) |
| 2. Improved EMS Facilities (within City Limits) | USDA- RD | \$750,000.00 | X | | | |
| 3. | | \$200,000.00 | | X | | |
| 4. | | | | | | |
| 5. | | | | | | |

VI. City Drainage Plan/Improvements

| Project Description | Funding Source | Project Cost \$ | Scheduled (w/in 5 Fiscal Years) | Scheduled (beyond 5 Fiscal Years) | Consistent with Other Elements | Status |
|--|----------------|-----------------|---------------------------------|-----------------------------------|--------------------------------|---|
| 1. Stormwater Master Plan | RESTORE | \$75,000.00 | X | | | Awarded; Awaiting Funds from Walton Co. BCC |
| 2. Madison Street Stormwater Treatment | NRCS/USDA | \$40,000.00 | X | | | |
| 3. Kylea Laird & SR 20 Drainage Improvements | NRCS/USDA | \$50,000.00 | X | | | |
| 4. | | | | | | |

VII. Recreation

| Project Description | Funding Source | Project Cost \$ | Scheduled (w/in 5 Fiscal Years) | Scheduled (beyond 5 Fiscal Years) | Consistent with Other Elements | Status |
|--|------------------------|-----------------|---------------------------------|-----------------------------------|--------------------------------|---|
| 1. Lafayette Creek Docks Phase 2 | FBIP/NRDA | \$200,000.00 | X | | | Funded for Construction waiting on ACOE Permits |
| 2. Fournille Creek Mooring Field | FBIP | \$100,000.00 | | X | | |
| 3. Waterfront Property Purchase for Festivals and Parks | FRDAP | unknown | | X | | |
| 4. Lagrange Bayou/ Intracoastal Waterway Channel Dredging | | \$3,500,000.00 | | X | | |
| 5. Wayfinding Signage for Waterfront Areas | FBIP | \$25,000.00 | | X | | |
| 6. Marse Landing/Fournille Creek Parking & Bank Fishing | | \$200,000.00 | X | | | In Permitting (Wetland Mitigation) |
| 7. Splash Pad at Freeport Regional Sports Complex | FRDAP | \$70,000.00 | | 2017/2018 | | |
| 8. Paddle Trail at Four Mile Creek/Tucker Town Road | | \$100,000.00 | X | | | |
| 9. Skate Park (Phase 2 @ Sports Complex) | | \$30,000.00 | | X | | |
| 10. Restroom Facility, Walking Trail and Exercise Area(s) at Sports Complex | FRDAP & Florida Trails | \$200,000.00 | | 2017/2018 | | |
| 11. Archery Range at Sports Complex | | \$5,000.00 | X | | | |
| 12. Multi-purpose Room at Sports Complex | | \$50,000.00 | | X | | |
| 13. Bay Loop Bike Path Pavilion & Parking | Florida Trails | \$50,000.00 | | X | | |
| 14. Bay Loop Bike Path Signage Plan | | \$5,000.00 | | X | | |
| 15. Lagrange Bayou Recreational Park | | \$200,000.00 | X | | | Application in Process |
| 16. Recreational Renovation to City Parks, City Sports Complex and the City Swimming Pool | FRDAP | \$50,000.00 | | 2017/2018 | | |
| 17. Master Pedestrian/ Multi-Use Path Plan | | \$10,000.00 | X | | | Pending City Staff |
| 18. City Center Barrier Free Park play area, pavilion, sensory stations, kiosk, water fountain | RDDAP | \$100,000.00 | | 2018/2019 | | |
| 19. City Center Barrier Free Park hard surface trail, boardwalk, lookout area, exercise stations | FL Rec Trail | \$200,000.00 | | 2018/2019 | | |
| 20. Casey Park Walking Trail, benches, landscaping, basketball surface (5 years) | FRDAP | \$100,000.00 | X | | | |
| 21. Cultural Arts Facility | Dept. of State | \$500,000.00 | X | | | |
| 22. Convert Old Bating Cage to Skateboard area | Tony Hawk | \$20,000.00 | X | | | |
| 23. Dept. of Interior Property | | | X | | | |

VIII. City Sanitary Sewer System

| Project Description | Funding Source | Project Cost \$ | Scheduled (w/in 5 Fiscal Years) | Scheduled (beyond 5 Fiscal Years) | Consistent with Other Elements | Status |
|---|----------------|-----------------|---------------------------------|-----------------------------------|--------------------------------|----------------------------------|
| 1. WWTF Expansion/Upgrade 1.5 MGD Expandable to 2.0 MGD | USDA-RD | \$15,000,000.00 | X | | | Submitted SRF / Legislative Both |
| 2. US 331 Sewer Expansion | | \$12,000,000.00 | X | | | Submitted Phase I |
| 3. Bay Area Sewer Expansion | SRF | \$5,800,000.00 | X | | | Submitted Phase I |
| 4. Existing Lift Station Maintenance | | \$100,000.00 | | | | |
| 5. Bay Grove Industrial Park Lift Station Upgrade & Force Main Tie-In | | \$60,000.00 | | | | |

IX. City Potable Water System

| Project Description | Funding Source | Project Cost \$ | Scheduled (w/in 5 Fiscal Years) | Scheduled (beyond 5 Fiscal Years) | Consistent with Other Elements | Status |
|---|--------------------|-----------------|---------------------------------|-----------------------------------|--------------------------------|---|
| 1. US 331 Water Upgrades/Expansion | USDA-RD | \$8,000,000.00 | X | | | Legislative Submitted by Walton County 2017 |
| 2. Business 331 & SR 20 Intersection Water Upgrades | SRF/USDA-RD/NWFWMD | \$331,240.00 | X | | | |
| 3. SR 20 East Water Expansion/Bruce Tie-In | USDA-RD/NWFWMD | \$1,943,350.00 | X | | | |
| 4. CR 3280/ Tubbs Lane Water Pressures/ Extension | SRF/USDA-RD | \$75,000.00 | | X | | |
| 5. Water Well & Elevated Tank Maintenance | | \$50,000.00 | X | | | |
| 6. Meter Upgrades/Installation | | \$1,050,000.00 | X | | | |
| 7. Rock Hill Area Water Expansion | USDA-RD/NWFWMD | \$3,500,000.00 | X | | | |

X. Potential Land Acquisition

| Project Description | Funding Source | Project Cost \$ | Scheduled (w/in 5 Fiscal Years) | Scheduled (beyond 5 Fiscal Years) | Consistent with Other Elements | Status |
|--|----------------|-----------------|---------------------------------|-----------------------------------|--------------------------------|---|
| 1. American Legion Property (adjacent to Community Center) | | | | | | |
| 2. Property West of City Hall | FCT | | 2017/2018 | | | City approved (1/26/2017) matching funds of \$10k/year for three years be allocated to the project contingent upon FCT Grant approval beginning in 2018 (Preliminary Approval Rec.) |
| 3. Lafayette Creek (Rease Property 80+ acres) | | | | | | |
| | | | 4 | | | |



Tab 8

CITY OF FREEPORT

REQUEST FOR PLACEMENT ON CITY COUNCIL AGENDA

Date Submitted: 4-17-17

NAME(S): Bobbi Silver - Reddick

Physical Address: 407 B.H. Reddick rd. Bruce FL 32455

Mailing Address: 407 B.H. Reddick Bld. Bruce FL 32455

Phone Number: Work/Home/Cell (circle one) 850-693-4787 or 850-333-5238

Matter to come before the Council (give specific details & attach documentation):

All fees to be waived for Freeport Community Center rent for a Benefit dinner to help Stacey Fleming and family, with her medical expenses + travel expenses, due to her health conditions (Cancer) She will be going back to M.D. Cancer center in June for more test and to see how her treatment is working.

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 ___ NO [X]

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:

[X] 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)

___ 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)



CITY OF FREEPORT

- X 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 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 : / / (date) & : (time) | |
| | Staff Reviewer: |
| Information needed to complete package: _____ _____ | |
| Resubmitted Package for Completeness Review: / / (date) : (time) | |
| Complete Incomplete | Staff Reviewer: |
| Package determined to require legal review by (Name) YES NO | |
| Package forwarded to City Attorney via mail fax email on / / | |
| Package scheduled for City Council Meeting / / by (Reviewer) | |

Tab 9



[Sales In Area](#) | [Previous Parcel](#) | [Next Parcel](#) | [Field Definitions](#) | [Return to Main Search](#) | [Walton Home](#)

| Owner and Parcel Information | | | |
|------------------------------|--|--------------------|-------------------------------|
| Owner Name | GRIFFIN JOYCE MELVIN & | Today's Date | April 20, 2017 |
| Mailing Address | GRIFFIN ROBERT JACK SR 324 OHIO AVE VALPARAISO, FL 32580 | Parcel Number | 15-1S-19-23000-030-0010 |
| Location Address | 40 CO HWY 83-A | Tax District | City of Freeport (District 2) |
| Property Usage | VACANT (000000) | 2016 Millage Rates | 13.5941 |
| Section Township Range | 15-1S-19 | Acreage | 4.37 |
| | | Homestead | N |

[Show Parcel Maps](#) | [Generate Owner List By Radius](#)

| Value Information | | Legal Information |
|---|------------------------------|--|
| | 2016 Certified Values | |
| Building Value | \$0 | COM SE COR NW1/4 OF NW1/4, RUNN 88 DEG W 528FT FOR BEG, N 2 DEG E 330FT, N 88 DEG W 630.3 FT TO BRANCH, SLY ALONG BRANCH TO PT WHICH IS 11 DEG 58'W 336.2 FT, RUN S 88 DEG E 697FT TO POB. LESS: V 194 P 155 AND: COM SE/C NW1/4, N 88 DEG W 528FT, N 2 DEG E 330FT, N 88 DEG 2 9.3FT TO HWY ROW FOR BEGN 88 DEG 2 144.8FT, S 18 DEG 15'W 41.2FT, S 67 DEG 20'3 122.3FT TO HWY, N 29 DEG 30'E ALONG HWY 94FT TO POB. OR 414-590 LESS & EXCEPT: COM SE/C OF NW4OF NW4 OF SEC 15, N 88 DEG W 528FT, N 02 DEG E 330FT, N 88 DEG W 9.3FT TO A PT ON WLY R/WLINE OF SR 83A & POB, N 88 DEG W 147.67FT, S 27 DEG 33'27"W 49.88FT, S 66 DEG 32'56"E 130.02FT TO A PT ON WLY R/W LINE OF SR N 0 83-A, N 29 DEG 30'E ALONG R/W LINE 104.33FT TO POB. OR 2972-3508 LESS & EXCEPT: THAT PART OF THE FOLLOWING DESCRIBED PROPERTY LYING E OF FL ST RD 83-A: COM AT THE SE CORNER OF THE NW1/4 OF SEC 15-1S-19W, WALTON CTY, FL. RUN N 88 W 528FT TO POB, THEN N 2 DEG E 330FT, THEN N 88 W 630.3FT TO A BRANCH, THEN SELY ALNG BRANCH TO A POINT WHICH IS S 11 DEG 58 W & 336.2FT FROM THE PREVIOUS POINT, THEN S 88 DEG E 697FT TO POB, CONTAINING 0.20 AC MOL. OR 3029-105 |
| Extra Feature Value | \$0 | |
| Land Value | \$54,625 | |
| Land Agricultural Value | \$0 | |
| Agricultural (Market) Value | \$0 | |
| Just (Market) Value* | \$54,625 | |
| Assessed Value | \$54,625 | |
| Exempt Value | \$0 | |
| Taxable Value | \$54,625 | |
| Maximum Save Our Homes Portability | \$0 | |
| AGL Amount | | |
| "Just (Market) Value" description - This is the value established by the Property Appraiser for ad valorem purposes. This value does not represent anticipated selling price. | | |
| Tax Information | | |

| Building Information |
|---|
| No buildings associated with this parcel. |

| Extra Features Data | | | | |
|---|-----------------|------------------------------|-------|----------------------|
| Description | Number of Items | Unit Length x Width x Height | Units | Effective Year Built |
| No records associated with this parcel. | | | | |

| Land Information | | | | |
|------------------|-----------------|-----------|----------|-------|
| LAND USE | NUMBER OF UNITS | UNIT TYPE | Frontage | Depth |
| SFR | 287.5 | FF | 287 | 0 |

| Sale Information | | | | | | | | | |
|-------------------|-----------|------------|------------|-----------|-----------|--------------------|--------------------|---------|---------|
| Multi-Parcel Sale | Sale Date | Sale Price | Instrument | Deed Book | Deed Page | Sale Qualification | Vacant or Improved | Grantor | Grantee |
| No | | \$ 100 | | | 105 | Unqualified | Improved | | |

| | | | | | | | | | |
|----|------------|--------|-----------------|--------------------------------------|------|-------------|----------|---|---|
| | 12-21-2016 | | Quit Claim Deed | 3029 Clerk Documents | | | | GRIFFIN JOYCE MELVIN | GRIFFIN JOYCE MELVIN & GRIFFIN ROBERT JACK SR |
| No | 12-10-2009 | \$ 100 | Quit Claim Deed | 2831 Clerk Documents | 2342 | Unqualified | Improved | GRIFFIN JOYCE MELVIN SUCCESSOR TRUSTEE OF | GRIFFIN JOYCE MELVIN |
| No | 05-07-2009 | \$ 100 | Quit Claim Deed | 2816 Clerk Documents | 2351 | Unqualified | Improved | GRIFFIN JOYCE MELVIN | GRIFFIN JOYCE MELVIN |
| No | 10-03-1997 | \$ 100 | Quit Claim Deed | 1743 Clerk Documents | 376 | Unqualified | Vacant | MELVIN DANIEL JAMES & THELMA ORENE | MELVIN DANIEL JAMES & THELMA ORENE TRUSTEES |
| No | 03-01-1987 | \$ 100 | N/A | 414 Clerk Documents | 588 | Unqualified | Improved | | |

| | | | | | |
|-------------------------------|---------------------------------|-----------------------------|-----------------------------------|---------------------------------------|-----------------------------|
| Sales In Area | Previous Parcel | Next Parcel | Field Definitions | Return to Main Search | Walton Home |
|-------------------------------|---------------------------------|-----------------------------|-----------------------------------|---------------------------------------|-----------------------------|

The Walton County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The Senior Exemption Does Not Apply to All Taxing Authorities. Just (Market) Value is established by the Property Appraiser for ad valorem tax purposes. It does not represent anticipated selling price. Working values are subject to change. Website Updated: April 5, 2017

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Tab 10



CITY COUNCIL:

Earl King, President/Seat 1
Elizabeth Brannon, Seat 2
Ray Jackson, Seat 3
Charlie Simmons, Seat 4
Harold Taunton Jr., At Large

MAYOR:

Mickey Marse

CITY CLERK:

Robin Haynes

CITY PLANNER:

Latilda Henninger AICP

To the Owners/Operators of Non-Residential Entities within the City of Freeport:

The City of Freeport is required by the State of Florida to annually produce information regarding all non-residential activity within the incorporated limits of the City. This includes all commercial businesses, industrial businesses, professional offices, personal service businesses, and all non-profit/not-for-profit organizations including churches, service organizations, day-cares, government agencies and clubs. The information needed is very general in nature and is required to maintain compliance with the City's status as a Rural Enterprise Zone.

The City also maintains a current business and service directory for the convenience of its citizens and visitors, based on this information.

In order to cover administrative maintenance of this information, the City is charging an annual \$25 administration fee. Please remit the attached form with a check/money order for \$25, payable to the City of Freeport. If you have multiple non-residential structures/businesses/uses within the City, you will need to submit one form and fee per non-residential structure/business/use.

You can drop off the attached form to the City Planner or the City Clerk at Freeport City Hall or you may mail this information to:

Attn: Business/Non-Residential Registration
City of Freeport
P.O. Box 339
Freeport, Florida 32439

The deadline for submittal of this information is December 30th, 2011.



City of Freeport

BUSINESS/NON-RESIDENTIAL REGISTRATION FORM

Applicable to all non-residential activities/structures, including non-profits and not-for-profits and on-site management offices of multi-family rentals. This form must be submitted to the City of Freeport with the required administration fee BEFORE January 1 of each calendar year.

Date:

Business/Entity Name:

For-Profit: _____ Non-Profit: _____ Not-for-Profit: _____

Other (describe): _____

Owner's/Board's Name:

Physical Address:

Mailing Address:

Phone Number:

Fax Number:

E-Mail Address:

On-Site Manager-Supervisor/Title:

Description of Primary Entity Activity:

Description of any secondary/ancillary activities (sub-let space/on-site periodic activities, etc.):

Number of on-site employees, including owners (if applicable):

Administrative Fee: \$25, payable to the City of Freeport.

Form & Fee to be returned to: Freeport Planning Dept. / P.O. Box 339/ Freeport FL 32439

DEADLINE FOR SUBMITTAL: DECEMBER 30, 2011

2014 BUSINESS REGISTRATION

| BUSINESS NAME | PHYSICAL ADDRESS | PHONE NUMBER | PRIMARY ENTITY ACTIVITY |
|---------------------------------------|-----------------------------------|--------------|---|
| | 48 Commerce Lane Bldg 2 Units 3-4 | 407-679-0644 | |
| Advanced Refrigeration & Air Inc. | | 835-2001 | commercial refrigeration - supermarkets |
| American Roofing Co. Wholesale LLC | 19 Commerce Lane | 504-219-2170 | wholesale roofing materials |
| Auto-Chlor Services | 415 Bulldog Rd | 850-835-4588 | commercial ware-washing/sales |
| B & M Tire Center Inc | 114 Hwy 20 E | 850-880-6175 | retail tire sales |
| Bargains & More | 15890 Business 331 | 850-835-2856 | salvage groceries |
| Bates Barbershop aka Al's Barber Shop | 15761 Hwy 331 Business | 850-835-2524 | barber shop |
| Bayou Glass | 19-A Hwy 20 W | 850-685-5889 | auto/residential glass repair/replacement |
| Beach Place Land Development | 90 Industrial Court | 850-835-3337 | storage |
| Beard Equipment Company | 33 Industrial Court | 850-835-4206 | equipment sales/product support |
| Best Friends Pet Doctor | 16019 Hwy 331 Business S | 850-419-2821 | veterinary clinic |
| Bible Baptist Church | 15139 Highway 331 S | 214-880-3527 | church |
| Builder's First Source | 16584 US 331 S | 850-835-3500 | manufacture/distr. Home building supplies |
| C.W. Roberts Contracting Inc. | 160 Industrial Park Rd | 850-835-1871 | asphalt paving/heavy construction |
| Cemex | 47 Robinwood Dr | 850-892-2111 | wholesale cement |
| CHELCO | 112 Hwy 20 W | 850-267-2558 | electical co-op/customer service |
| Christ the King Catholic Mission | 15542 Business 331 | 850-835-2511 | church |
| Clary Glenn Chapel | 150 Hwy 20 E | 850-835-7417 | funeral business |
| Clay Blizzard Trucking LLC | 32 Industrial Court | 225-368-3900 | trucking and logging |
| Community Coffee Company LLC | 413 Bulldog Road | 650-6800 | wholesale coffee service |
| Destiny Worship Center | 902 Hwy 20 E | 850-835-4127 | church |
| Dr. Mary A Hencinski DMD | 30 Blueberry Rd | 850-835-1235 | dentistry |
| Dr. Robert L. Teitelbaum MD PA | 281 Hwy 20 W St A/B | 850-835-7080 | physician |
| El Jacalito Taqueria y Tortilleria | 16735 331 S | 850-835-5200 | restaurant/market |
| Emerald Coast Flowers & Gifts | 172 Hwy 20 E | 850-835-2630 | flower & gift shop |
| Express Lane | 979 Hwy 20 E | 860-687-9433 | convenience store w/gas & Hardees |
| Fisherman's Boatyard | 132 Hales Lane | 850-835-2035 | boatyard |
| Fisherman's Cove Marina | 621 Marina Village Blvd | 850-835-4221 | marina |
| Frank's Cash & Carry | 244 Hwy 20 E | 850-892-3334 | retail hardware, building and garden supplies |
| Freeport Assembly of God Inc. | 17457 US Hwy 331 S | 850-835-2292 | church |
| Freeport Auto Parts | 317 Hwy 20 W | 850-835-2822 | retail auto parts & products |
| Freeport City Hall | 112 St Hwy 20 W | 850-892-1211 | city business |
| Freeport Elementary School | 15381 331 Business | 850-835-9867 | school kindergarten - 4th |
| Freeport Family Chiropractic | 40 Washington St | 850-880-6622 | chiropractic/therapeutic massage |
| Freeport Family Fitness | 131 Hwy 20 W | 850-835-1292 | fitness center/gym |
| Freeport Fire Dept. | 100 Washington St | 850-892-1200 | fire protection |
| Freeport High School | 12615 Hwy 331 Bus. | 850-835-1043 | school 9th-12th grades |
| Freeport Industries Inc. | 47 Shipyard Road | 850-835-2908 | business office |
| Freeport Launderette | 114 Hwy 20 E | 850-892-1221 | coin laundry |
| Freeport Middle School | 360 Kylea Laird Drive | | school 5th-8th grades |

2014 BUSINESS REGISTRATION

| | | | |
|---|-------------------------------------|---------------------|--|
| Freeport Plaza | 863 Hwy 20 E | 850-240-1257 | car wash/storage/shopping plaza |
| Freeport Presbyterian Church | 340 Hwy 20 E | 850-835-2447 | church |
| Freeport Shopping Plaza | 16735 Hwy 331 S | 706-563-9191 | retail shopping center |
| Freeport Wastewater Treatment Plant | 718 Earl Godwin Rd | 850-835-2822 | city sewer system maintenance |
| Freeport Water Department | 423 Madison St | 850-835-2822 | city water system maintenance |
| Ft. Walton Concrete | 465 Bulldog Road | 850-256-4112 | pouring ready-mix concrete |
| G & S. Boats | 143 Yacht Drive | 850-835-7700 | yacht/boat repair & construction |
| Graphic Properties dba Palmetto Properties & Realty | 18045 US Hwy 331 S | 850-835-4153 | real estate sales |
| Gulfstream Shipbuilding LLC | 116 Shipyard Road | 850-835-4125 | ship-building |
| H&T Contractors | 376 Ben King Rd | 850-835-0231 | construction |
| Habitat for Humanity ReStore | 17656 Hwy 331 S | 850-835-0067 | donated bldg supplies/used household goods |
| Hammock Bay Freeport Master Assn Inc. | 1850 Great Hammock Bend | | homeowner association |
| Head Hunter, The | 121 Hwy 20 W | 850-835-4617 | hair salon |
| Heritage Church (Pentacostal Ministries Inc.) | 926 Co Hwy 83A W | 850-835-2277 | church/day care |
| Hungry Howie's/Freeport | 16019 Hwy 331 Bus. Unit 8 | 850-835-1355 | pizza restaurant/delivery |
| HydroScout | 15199 Business 331 | 850-835-7092 | leak detection/pipe cleaning |
| Jan Hooks Real Estate Group LLC | 1305 State Hwy 20 E | 850-585-2677 | real estate |
| Jimmy's Paint & Body Shop | 14905 Business 331 | 850-835-2533 | collision repair/painting/24-hr tow |
| Kelley's Food Depot | 166 Hwy 20 E | 850-433-0762 | grocery store |
| LaGrange Landing | 7 Town Center Loop Ste C16 SRB | 850-267-8458 Ext, 2 | homeowners association |
| Larry Bachelor Mechanical | 237 Bulldog Rd | 850-835-0327 | commercial/residential HVAC |
| Lucky Star | 15992 Business 331 | 850-835-5255 | bar |
| Magnolia Bay Estates Owner's Assoc. | 112 Hunter's Way | 850-267-8458 | homeowner assoc. |
| Marcantonio Dentistry | 842 Hwy 20 E Ste 102 | 850-835-5437 | pediatric dental office |
| Marina Village at LaGrange Bayou HOA | 621 Marina Village Blvd | 850-835-2035 | homeowners association |
| Mims Real Estate Advisors | 35 Rhapsody St | 850-835-4444 | real estate brokerage office |
| Murphy Oil | 424 Madison St. | 850-835-4123 | fuel terminal |
| Okaloosa Gas District | 271 Bulldog Rd | 850-729-4700 | warehouse |
| Palms of Freeport Townhomes | 15284 Business 331 | 678-380-2267 | apartment rentals |
| PanCare Community Health Center-Walton County | 479 Hwy 20 E | 850-880-6568 | medical/dental clinic |
| Peoples National Bank | 15835 Business 331 | 850-835-2143 | bank |
| Preble-Rish | 261 Hwy 20 E Unit #A | 850-880-6767 | engineering/surveying |
| Prissy Hen, The | 131 Hwy 20 W | 850-880-6511 | gift shop/boutique |
| Provencher Piers Inc | 26 Stella Drive | 850-830-2004 | marine construction/pile driving |
| Rachel's Diner/Freeport Café | 39 Hwy 20 E | 850-835-4626 | restaurant |
| Ready Mix USA | 647 Co Hwy 83-A E | 850-785-1934 | production of ready-mix concrete |
| Redbox Automated Retail LLC | 16075 331 Business (Dollar General) | 630-756-8021 | unmanned DVD Rental/Sales Kiosk |
| Saltwater Steel Co. | 16784 US Hwy 331 S | 229-894-2110 | light manufacturing |
| Savvy Brunette & Co. Hair Salon, The | 271 State Highway 20 E | 850-880-6690 | hair salon |

2014 BUSINESS REGISTRATION

| | | | |
|---|------------------------|--------------|--|
| Schissler LLC | | 850-835-4221 | commercial property owners |
| Southern Wine & Spirits of America | 40 Nick Wilson Way | 305-627-1261 | office, warehouse, direct sales |
| Subway Sandwich Shop (GALO Ent. LLC) | 16189 Hwy 331 S | 850-638-9808 | fast food restaurant |
| Texaco Station fka Shell Station #354 | 16094 Hwy 331 Business | 850-835-4411 | convenience store/gas station |
| TJ's Table | 119 Hwy 20 W | 850-880-6353 | restaurant |
| Tri State Ice Company LLC | 96 Hwy 20 E | 334-796-6751 | ice vending |
| Trinity Massage & Bodyworks | 901 Highway 20 E | 850-835-1250 | therapeutic massage; body/facial treatments |
| Trustmark fka BankTrust | 16234 Hwy 331 S | 850-835-7785 | commercial banking |
| Utility Solutions Group LLC | 1167 Hwy 83 N | 850-951-2670 | site & underground utility excavation/construction |
| Veronica's Health Crunch | 15891 331 Bus. Unit #1 | 352-409-1124 | manufacture of snack mix |
| Walton County Sheriff - Freeport Substation | 289 Madison Street | 850-892-8186 | sheriff's office substation |
| Waste Management Inc. of Florida | 107 Bulldog Rd | 850-301-2816 | waste collection operation |
| Weeks Pharmacy LLC | 132 State Hwy 20 E | 850-835-2028 | pharmacy |
| Windham Septic Service Inc. | 67 Joe Campbell Rd | 850-835-3356 | septic system installer/ |

Becky Podraza

Tab 11

From: Becky Podraza
Sent: Friday, April 21, 2017 8:44 AM
To: Becky Podraza
Subject: FW: Come to New Orleans. Come Be Inspired

From: Dana Weiler
Sent: Monday, April 10, 2017 8:04 AM
To: Russ Barley <rbarley@freeportflorida.gov>
Cc: Jennifer Laird <jlaird@freeportflorida.gov>
Subject: FW: Come to New Orleans. Come Be Inspired

Mayor Barley – request that Chris and I be able to attend the NRPA conference. I did put travel and training in the budget. September 26 – 28 in New Orleans so that is close enough to drive.

Thank you
Dana

From: Amanda Hersey, NRPA Director of Conferences [<mailto:customerservice@nrpa.org>]
Sent: Sunday, April 9, 2017 12:30 PM
To: Dana Weiler <dweiler@freeportflorida.gov>
Subject: Come to New Orleans. Come Be Inspired

[View email in mobile format](#)





Come to New Orleans. Come Be Inspired.

Enter Now To Win a Trip to the NRPA Annual Conference

Parks and recreation brings people together from all walks of life, just as New Orleans is a city known for embracing its cultural diversity. That's why New Orleans is the perfect location for the [2017 NRPA Annual Conference](#).

This year's conference is about more than just sharing great ideas. It's about seizing new opportunities and facing challenges head on. It's about cultivating relationships with others who want to break out of the monotony. It's about challenging yourself and your peers to replace the typical with the extraordinary. Come to New Orleans. Come be inspired.

Before registration opens on May 1, we are giving one lucky person the chance to [win a trip to the 2017 NRPA Annual Conference in New Orleans](#). The winner will receive:

- One full-package registration (*including hundreds of education sessions, tickets to all the events and access to the largest exhibit hall for the industry*)
- 3-night hotel accommodations
- Airfare provided in partnership with Southwest Airlines.

Enter by April 30 for your chance to win!

Enter to Win

2017 NRPA Annual Conference Details

Dates to Remember:

- Registration opens May 1 at 12 p.m. ET
- Early Bird Discount ends August 1
- The Conference runs September 26–28

Where is it?

- New Orleans Ernest N. Morial Convention Center

Reasons to Attend:

- The largest annual gathering of park and recreation professionals provides the best opportunity to meet new people, reconnect with colleagues or network with speakers and exhibitors.
- The Exhibit Hall allows you to test out hundreds of cutting edge equipment and products from top brands.
- Return to your agency full of new ideas and a better understanding of how to best serve your community.

No purchase necessary. One entry per person. Entries must be received by 11:59 PM ET on April 30, 2017. Entrants must be at least 18 years old and be a legal resident of USA. Void in Quebec and Puerto Rico. [See Official Rules](#) for complete details.