

**CITY OF FREEPORT
SEPTEMBER 3, 2015 WORKSHOP MINUTES**

I. Meeting Opened

The workshop was opened at 9:05 am by Mayor Russ Barley in the Council Chambers of Freeport City Hall.

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

Staff present: City Clerk Gary Mattison, City Planner Latilda Hughes-Neel, Parks Director Dana Weiler and City Engineer Anna Hudson.

II. Invocation and Pledge

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

III. 2015-2016 Budget

Mayor Barley turned the discussion over to Mattison. Mattison passed out Expenditures, Present and Planned and asked the Council to review for omissions.

Cuchens: current?

Mattison: done means the money is out the door.

Cuchens: utility liens reoccurring?

Mattison: yes.

Brannon: any more feedback on debt forgiveness?

Mattison: FDOT looked again. In a word, they've done what they can do. The new Fiscal Services Clerk will update our accounting then go back and revisit.

Brannon: 50% debt forgiveness can't count as income.

Mattison: it needs to be credited.

Cuchens: new city signage; no idea on costs for replacement?

Farris: asking for \$25,000 for city welcome signs

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Brannon: We need a summary of 1) not raising millage rate 2) known expenses and 3) extra funds applied to needs over and above expenses.

Cuchens: everyone is responsible for Water Budget.

Laird: we need summaries on each dept. needs so that we can adjust.

Mattison passed out draft Capital Needs/ 5-Year Plan, 2014-2015 Budget Summary, draft expenditures comparisons. Preble-Rish had identified 5 priority projects. Mattison passed out budget worksheets.

Mattison: what do we include as capital projects?

Laird: this all needs to be simplified.

Mattison: questions are being directed to Banyan about modifying our categories before Jennings comes on Board. The Council can decide where meter installation goes. Need to place FDOT debt somewhere. The \$111,000 Tallahassee account needs to be added in.

Cuchens: the Tallahassee account needs to go into reserves.

Brannon, by law, we are required to keep a fund account for emergencies; a different account for reserves and we shouldn't call it reserves, we should call it something else.

Mattison: any questions that need to be addressed?

Cuchens: my biggest concern is the lack of budgeting for services, like engineering.

Hughes-Neel: All amendments to the budget must be approved by the Council in a regularly scheduled council meeting.

Cuchens: we need to in in an amount for legal services.

Mattison: the bond work alone was \$7,000. We need to increase anticipated legal services. We need to account for Capital improvements; big ticket items.

Farris: put in \$29,000 for sidewalks and \$25,000 for signage.

Mattison: how about \$30,000 for legal services?

The Council discussed salaries and health benefits and revenues.

Weiler discussed the Parks and Recreation budget.

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Farris discussed the Roads and Streets budget.

Cuchens: City facilities are under Administration: Community Center, City Hall, Blount House and Heritage Center.

Cuchens: Should we change the title of the Utility Superintendent to Utility Manager?

Hudson: a Manager would manage the employees with the certifications; wouldn't necessarily need to be certified themselves.

Cuchens: the fire assessment would be \$157,000 under General, plus we need to add \$80,000 for a bush-hog.

Mattison: we need an \$80,000 bush-hog for the water department and a \$40,000 trencher for the sewer department.

The Council discussed adjusting the new Utility Superintendent title to Utility Director and raising the salary to \$75.

IV. Meeting Adjourned

Mayor Barley called for a motion to adjourn. Councilwoman Brannon motioned to adjourn. The meeting adjourned at 11:51 pm.

CITY OF FREEPORT

Mayor

ATTEST:

City Clerk