



City of Freeport
REGULAR COUNCIL MEETING
6:00 p.m./Council Chambers/Freeport City Hall
September 22, 2016 Agenda

I. Meeting Opened

The September 22nd 2016 Regular Council Meeting was called to order at 6:00 PM by Mayor Russ Barley. The meeting was held in City Council Chambers of Freeport City Hall.

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

Staff present: City Clerk Rebecca Podraza, City Attorney Clay Adkinson, City Planner Latilda Hughes-Neel, City Engineer Anna Hudson, Parks Director Dana Weiler, Water Supervisor Larry Tuggle, 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: None

II. Approval of Past Minutes

- September 8, 2016 Tentative Budget Hearing Minutes

Council Action: Councilwoman Cuchens made a motion to approve the September 8, 2016 Tentative Budget Hearing Minutes as presented. Councilman Farris seconded the motion. All ayes; motion carried.

- September 8, 2016 Council Workshop Minutes

Council Action: Councilman Farris made a motion to approve the September 8, 2016 Council Workshop Minutes as presented. Councilwoman Cuchens seconded the motion. All ayes; motion carried.

III. Consideration of Additions/Deletions to Agenda

1. Additions

- Legal – Proposed Resolution for Freeport Sports Complex Committee
- Planning – Request for Workshop
- Clerk – Retiree Life plan

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In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the City Clerk's office at 850-835-2822 by 5:00 p.m. on the day prior to the meeting.

No verbatim record by a certified court reporter is made of these proceedings. Accordingly, any person who may seek to appeal any decision involving the matters noticed herein will be responsible for making a verbatim record of the testimony and evidence at these proceedings upon which any appeal is to be based (see Section 286.0105, Florida Statutes).



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- Councilwoman Cuchens – Multi-government Workshop

IV. Approval of Agenda with Additions/Deletions

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

V. Staff Reports

A. City Planner

1. 2016 FAPA Planning Conference Update
 - City Planner Latilda Hughes-Neel briefed the Council on her recent participation at the FAPA Planning Conference held in Tampa Florida.
2. Request for EDA Workshop

Council Action: Councilwoman Cuchens made a motion to schedule an EDA Workshop for October 24, 2016 at 6:00 PM. Councilwoman Brannon seconded the motion. All ayes; motion carried.

B. City Clerk Matters

1. Retiree Life plan
 - Clerk Podraza presented the Florida Retirement System, Retiree Life Benefits and cost prepared by Brown & Brown PRIA. The premium would be billed to the City and the City would be required to collect the premium from the retirees.

Council Action: Councilman Farris made a motion to accept the Florida Retirement System Life Benefits for Retirees to be administered by the City of Freeport and paid by the retiree a year in advance each year. Councilwoman McLean seconded the motion. All ayes; motion carried.

2. RFQ for Legal Services
 - Clerk Podraza suggested hiring a third party for legal services to assist with reviewing and assisting with the RFQ process.

Council Action: Councilwoman Cuchens made a motion to authorize Mayor Barley to obtain a third party for legal assistance in administering the process of an RFQ for Legal Services. Councilwoman McLean seconded the motion. Two ayes, (Cuchens/McLean); three nays

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(Farris/Brannon/Laird). Motion failed.

- Councilman Farris advised the Council that although he voted for the RFQ for Legal Services, he believes that the City should reconsider doing an RFQ. Councilman Farris suggested that the RFQ be taken off the table. Council members would be invited to schedule individual meetings with the City Attorney's Office to see if any of the concerns with the current Legal Firm could be rectified.
- Councilwoman Cuchens inquired if these meetings would be free of charge to the City. City Attorney Clay Adkinson assured Councilwoman Cuchens that there would be no charge for the meetings with Council Members to the City of Freeport.

Council Action: Councilman Farris made a motion that the Request for Qualifications (RFQ) for Legal Services be pulled from the table under Parliamentary Rule and that the City Attorney will meet with Council Members at no charge to the City of Freeport. Councilwoman Brannon seconded the motion. Three ayes, (Brannon/Farris/Laird); two nays, (Cuchens/McLean). Motion carried.

3. Recommendations for Fiscal Services Job Description and Salary
 - Clerk Podraza informed the Council that the advertisement for the accounting position has ran for one week in the Defuniak Herald with the title of *City Accountant*. Podraza requested that the Council discuss the job description, title, and paygrade for the position. Council discussed and decided on a salary of \$36,000.00 base rate and a cap of \$48,000.00. The title will be City Bookkeeper. The job description will be corrected to coincide with the salary and title. No action was taken.

C. Staff Accountant: None

D. Legal Matters

1. Proposed Resolution for Freeport Sports Complex Committee
 - City Attorney Adkinson presented a proposed Resolution to repeal Resolution Numbers 2005-13 & 2016-09. These resolutions do not meet the requirements set forth in the deed for the Freeport Sports Complex, which is set according to the Land Development Code (LDC) Section 2.03.03 Citizens Boards.
 - Council discussed the proposed Resolution and the recommendations of the City Attorney. It was decided that the Resolution would be adopted and the process to add verbiage to the Land Development Code would be conducted. In this way the Council would appoint a board without the stipulations of required monthly meetings as currently outlined in the

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LDC. The Recreation Committee would not oversee day to day operations of the park and would only convene for special projects, upgrades or grants.

Council Action: Councilman Farris made a motion to adopt Resolution 2016-12 to repeal Resolution numbers 2005-13 & 2016-09 which were improperly adopted according to the deed which states that the Freeport Regional Sports Complex Committee would be set according to the Land Development Code section 2.03.03- Citizens Boards. Councilwoman Laird seconded the motion. All ayes; motion carried.

Council Action: Councilwoman Cuchens made a motion to amend the Land Development Code, to provide verbiage for the Freeport Regional Sports Complex Recreation Committee in which each Councilmember will appoint a member and the Committee shall meet twice a year. Councilwoman Laird seconded the motion. Four ayes, (Cuchens/McLean/Farris/Laird); one nay (Brannon). Motion carried.

2. Termination of Expired Contracts

- City Attorney Adkinson presented and reviewed the proposed Resolution for expired/terminated contractual and interlocal agreements along with Exhibit A listing the agreements.

Council Action: Councilwoman Brannon made a motion to adopt Resolution 2016-13 which will recognize that the expired/terminated contractual and interlocal agreements listed in Exhibit A are no longer in effect. Councilman Farris seconded the motion. All ayes; motion carried.

E. Engineering: None

F. Water Dept.: None

G. Sewer Dept.

1. Councilwoman McLean

- Update on Sewer Administration Office

Council Action: Councilman Farris made a motion to purchase an Olympia 32X80, 2254sqft trailer for the Sewer Plant Administrative Office in the amount of \$74,500.00 as presented in the bid tab provided at the September 13, 2016 Regular Council Meeting. Councilwoman McLean seconded the motion. All ayes; motion carried.

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H. Parks Dept.

1. Waiver agreements for signature by council
 - Parks Director Weiler informed the Council that both the Football and Little League Organizations have reviewed the waiver agreements with the City. An addendum will be provided to the Council from each league, stipulating in more detail what their responsibilities will be to the City. City Attorney Adkinson requested that they be sent to the City Attorney's office in advance of the Council Meeting so that they can review as to form.
3. Old City Hall
 - Parks Director Weiler reviewed a draft copy of a contract that she prepared for Fee Based Programs, to be managed by the Parks and Recreation Department, for organizations interested in renting the Old City Hall Building. Council discussed the draft contract which will be sent to the City Attorney for review. The contract will be presented at the next Council Meeting.
- 3 Parks Director Weiler announced that the City Pool is closed for the season.

VI. Old Business: None

VII. New Business

A. Mayor Russ Barley

1. The Publix Opening and Ribbon Cutting went well.
2. Collection for Flood Victims in Gonzalez Louisiana went well and the City has received a thank you letter from the Mayor of Gonzalez.
 - Councilwoman McLean gave a special thank you to Barbara Moore for her help in organizing the items. She did a great job.
3. Great Clips will open October 10, 2016. First month haircuts are \$3.99.
4. The Mayor's Ball is October 22, 2016 and proceeds go to less fortunate children in the area for Christmas gifts.
5. Bayfest is being held November 12, 2016
6. Carr Riggs & Ingram Engagement Letter for 2016 Audit
 - Mayor Russ Barley presented the letter of engagement to the Council.

Council Action: Councilwoman McLean made a motion to approve the letter of engagement from Carr Riggs & Ingram as presented. Councilwoman Cuchens seconded the motion. All ayes; motion carried.

B. Councilwoman Brannon

1. Legislative Matters
 - Councilwoman Brannon announced that the next Florida League of Cities meeting will be

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- held in Chattahoochee Florida. There have been discrepancies on the date and it will be on either October 13th or 14th. Councilwoman Brannon is waiting for confirmation.
2. Councilwoman Brannon thanked Larry Tuggle and the Water Department for rehabbing the *Welcome to Freeport* city limit signs. They look much better and their work is very appreciated.
- C. Councilwoman Cuchens
1. Councilwoman Cuchens briefed the Council on her attendance at the Rural Economic Summit. Senators who are instrumental in the Triumph Funding and how it will be distributed to communities mentioned the City of Freeport in their opening remarks. It was an incredible experience to hear the City of Freeport mentioned out of all the rural areas in the state of Florida.
 2. Multi-government Workshop
 - Councilwoman Cuchens explained that after conversations with Mayor Bob Campbell of Defuniak and Mr. Billy Williams, EDA Interim Director, it is time to bring the governments of Freeport, Defuniak and the Walton County Board of Commissioners together and begin prioritizing responsibilities for the financial support of water and sewer needs. A Workshop is being requested and will be facilitated by Billy Williams which will include DEO, legal counsel and Rural Development. The County Commission Board Room will be requested to hold the Workshop sometime in November. Councilwoman Cuchens requested Council discuss dates for the Workshop. Councilwoman Cuchens stated that Freeport needs to be the City to lead this conversation because it is our water and sewer. November 10th or 14th were suggested and Councilwoman Cuchens will coordinate with Billy Williams to schedule the meeting. Attorney Adkinson advised that this should be a Special Meeting rather than a Workshop.
- D. Councilwoman McLean
1. Health Insurance for City Council Members & Mayor

Council discussed the health insurance currently available to the Councilmembers by the City of Freeport. The recommendation of Councilwoman McLean is to discontinue the City paying for the benefits at the next election year. It can be obtained and paid for by the Councilmembers if they choose to have it.

Council Action: Councilwoman McLean made a motion that as of July 2017 the health insurance would no longer be provided to Councilmembers at the cost to the City. Health benefits may be obtained at the cost of the Councilmembers if they choose to have it. Councilwoman Cuchens seconded the motion. Three ayes, (Brannon/Cuchens/McLean); two nays, (Farris/Laird). Motion carried.

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- E. Councilman Farris: None
- F. Councilwoman Laird: None

VIII. Public Comment: None

IX. Adjournment

Mayor Russ Barley called for a motion to adjourn. Councilwoman McLean motioned to adjourn. The Mayor gaveled and the meeting adjourned at 8:04 p.m.

FREEPORT CITY COUNCIL

Mayor

Council President

ATTEST:

City Clerk

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