



City of Freeport
REGULAR COUNCIL MEETING
9:00 a.m./Council Chambers/Freeport City Hall
May 09, 2017 Minutes

I. Meeting Opened

The May 9, 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, City Engineer Cliff Knauer, City Engineer William Menadier, and City Planner Latilda Hughes-Neel.

II. Invocation and Pledge of Allegiance

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

III. Recognition of Guests: None

IV. Public Comment on Consent Agenda: None

V. Approval of Consent Agenda

- Pay all Bills in Order
- April 27, 2017 Regular Meeting
- April 27, 2017 Workshop – Impact Fees

Council Action: Councilwoman McLean made a motion to approve the Consent Agenda as presented. Councilwoman Cuchens seconded the motion. All ayes, (Brannon, Cuchens, Farris, Laird, McLean); motion carried.

VI. Consideration of Additions/~~Deletions~~ to Agenda: None

VII. 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 Laird seconded the motion. All ayes, (Brannon, Cuchens, Farris, Laird, McLean); motion carried

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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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VIII. Staff Reports

A. City Clerk Matters

1. Set Waiver of Fees Workshop
 - Tuesday, May 16th @ 6:30 pm

Council Action: Councilwoman Cuchens made a motion to approve a Waiver of Fee Workshop to be held at the City of Freeport Community Center on Tuesday, May 16, 2017 at 6:30 pm. Councilwoman McLean seconded the motion. All ayes, (Brannon, Cuchens, Farris, Laird, McLean); motion carried.

2. FMIT Renewal - Property & Workers Comp. Insurance

Council Action: Councilwoman Cuchens made a motion to approve the request of a second bid for Property & Worker's Comp. Insurance from PRIA Brown & Brown. Councilman Farris seconded the motion. All ayes, (Brannon, Cuchens, Farris, Laird, McLean); motion carried.

3. Website Design Update
 - City Clerk Podraza updated the Council on the Website Design currently being created. An on-site training day with Municode has been scheduled for June 8, 2017.
4. Request approval to close City Hall – Strategic Planning Meeting
 - Employee Teambuilding Lunch/Workshop (Pot Luck provided by Dept. Heads)
 - May 24, 2017 from 11:00 am to 1:00 pm
 - Request Staff Only Attend

Council Action: Councilman Farris made a motion to close City Hall on Wednesday May 24, 2017 from 11:00 am to 1:00 pm for an Employee Teambuilding Lunch/Workshop, which will be conducted for fact finding purposes for the Strategic Planning Project currently underway by City Department Heads. Councilwoman Cuchens seconded the motion. All ayes, (Brannon, Cuchens, Farris, Laird, McLean); motion carried.

5. Schedule Elected Official Training Workshop for a Thursday evening in June
 - Quest Management Consultants, LLC – 2 Hour Training

Council Action: Councilman Farris made a motion to hold the two (2) hour Elected Official Training

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Workshop to be conducted by Quest Management Consultants, LLC on June 15, 2017 at 6:00 pm. Councilwoman Laird seconded the motion. All ayes, (Brannon, Cuchens, Farris, Laird, McLean); motion carried.

B. Planning & Zoning Dept.: None

C. Legal Matters

1. Four Mile Creek FBIP Grant Application Resolution

Council Action: Councilwoman Cuchens made a motion to approve Resolution 2017-04 regarding the Four Mile Creek FBIP Grant Application. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Cuchens, Farris, Laird, McLean); motion carried.

2. State Revolving Fund Loan Program Resolution

Council Action: Councilwoman Cuchens made a motion to approve Resolution 2017-05 regarding the State Revolving Fund Loan Program. Councilwoman McLean seconded the motion. All ayes, (Brannon, Cuchens, Farris, Laird, McLean); motion carried.

D. Parks Dept.: None

E. Engineering

1. Engineering Update Report
 - City Engineer William Menadier presented the Engineering Update Report:
 - Sewer Plant
 - New Sewer Plant Preliminary Engineering Report
 - SRF Loan
2. CIP Approval

Council Action: Councilman Farris made a motion to approve the 2017 Capital Improvement Plan. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Cuchens, Farris, Laird, McLean); motion carried.

3. Pool
 - City Engineer Cliff Knauer provided the bid information for the pool renovation to the Council. Two bids were received but only one was not turned in on time and to the

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correct location. The bid that was received was from Panama Pools & Spa. Councilwoman Cuchens advised the Council that the FRDAP Grant money was not approved for the pool. Council discussion ensued.

Council Action: Councilman Farris made a motion to move forward with the Panama Pools & Spa Bid in the amount of \$127,450.00 and repair the fiberglass on the surge tank with the understanding that specifications will be developed for the surge tank to be replaced later and to award alternate one (1) on the bid to approve the chemical feeders for \$2,750.00. Councilwoman Brannon seconded the motion.

Council discussion ensued regarding the budget and where the cost of the pool renovation will be paid from. It will cost the City approximately \$60,000.00 to operate the pool for the season. Two line items in administration were identified that could possibly be used for the renovation. Capital Outlay and Capital Improvements.

Council Action: Councilwoman Brannon made a motion to call for the question. Councilman Farris seconded. Two ayes, (Brannon, Farris); Three (3) nays, (Cuchens, McLean, Laird); motion failed.

Council discussion continued regarding the financial resources for the pool renovation. The renovation will be paid out of the Capital Outlay and Capital Improvements line items.

Mayor Barley called for a vote of the original motion that was made by Councilman Farris and seconded by Councilwoman Brannon. All ayes, (Brannon, Cuchens, Farris, Laird, McLean); motion carried.

4. 331 Watermain Extension Project
 - City Engineer Knauer presented the bids for the 331 Watermain Extension to the Council. Council discussion ensued. The project was tabled until the May 25, 2017 meeting for better preparation by Staff for the budgeting and financing of the project.

F. Water Dept.

1. Approval for Jurgen Kallenbach to attend the FRWA Conference

Council Action: Councilwoman Cuchens made a motion to approve Jurgen Kallenbach to attend the Florida Rural Water Association (FRWA) Conference in Daytona Beach on August 7, 8, & 9 for a total amount of \$1,075.00. Councilwoman Laird seconded the motion. All ayes, (Brannon, Cuchens, Farris, Laird, McLean); motion carried.

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G. Sewer Dept.: None

IX. Old Business

- A. Impact Fees
- No report

X. New Business

A. Mayor Russ Barley: None

B. Councilwoman Brannon: None

C. Councilwoman Cuchens

- Councilwoman Cuchens reminded Council and those in attendance to Save the date: May 17th - Regional Infrastructure Priorities Meeting

D. Councilman Farris

1. Walton County Emergency Management Meeting
 - June 12th from 10am - 11:30am at the Emergency Operations Center
Council agreed for Councilman Farris to attend these meetings; no action taken.

E. Councilwoman Laird: None

F. Councilwoman McLean

- Councilwoman McLean reminded everyone that the River Way South Festival will be at Morrison Springs on Saturday the 13th from 10:00 to 3:00.

G. Parks Director Weiler

- Parks Director Weiler approached the podium to address the Council regarding staffing the pool. Currently, there have not been any applicants and only one Lifeguard has responded to come back for this season. With the pool renovations having been approved, the city will be hard pressed to have it fully staffed by Memorial Day. Council discussion ensued. No action taken.

XI. Public Comment: None

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XII. Adjournment

Mayor Barley adjourned the meeting at 10:29 a.m.

FREEPORT CITY COUNCIL

Mayor

Council President

ATTEST

City Clerk

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