



City of Freeport
REGULAR COUNCIL MEETING
6:30 p.m./Council Chambers/Freeport City Hall
July 26, 2018 Minutes

- I. The 2018 State of the City Address was presented by Mayor Russ Barley**
- II. Newly Elected Officials Oath of Office Ceremony was conducted by Mayor Russ Barley**
- Councilman Eddie Farris
 - Councilwoman Elizabeth Haffner
- III. Meeting Opened**
The July 26, 2018 Regular Council Meeting was called to order at 6:40 p.m. by Mayor Russ Barley. The meeting was held in City Council Chambers of Freeport City Hall.
- Council Members present: Mayor Russ Barley, Councilwoman Elizabeth Brannon, Councilman Eddie Farris, Councilwoman Amanda Green, Councilwoman Elizabeth Haffner and Councilman William “Boots” McCormick
- Staff present: City Attorney Clay Adkinson, Finance Officer Sara Bowers, Water Department Supervisor Larry Tuggle, Parks Director Charles Simmons, Planning Director Latilda Hughes-Neel, Planning Technician Elizabeth McCombs, Sewer Supervisor Robert Fawcett, Billing Supervisor Jennifer Douglas, City Engineer Cliff Knauer, and City Engineer Alex Rouchaleau.
- IV. Invocation and Pledge of Allegiance**
The invocation was given by Councilman Farris, followed by the Pledge of Allegiance to the American Flag.
- V. Recognition of Guests: None**
- VI. Public Comment on Consent Agenda: None**
- VII. Approval of Consent Agenda**
1. Bills Paid
 2. Revenue & Expenditures as of June 30, 2018
 3. June 28, 2018 Special Meeting – Marketing
 4. June 28, 2018 Regular Council Meeting
 5. July 09, 2018 Regular Council Meeting
 6. July 09, 2018 Workshop – Capacity Fees
 7. July 09, 2018 Canvassing Board Minutes

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8. July 10, 2018 Canvassing Board 2018 Election Results

Council Action: Councilman Farris made a motion to approve the Consent Agenda as presented. Councilman McCormick seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

VIII. Consideration of Additions/Deletions to Agenda

Additions

- Water – Trim Trees along City Streets & Bus Routs
- Parks – Triangle Fountain
- Councilwoman Green – Safe Water for Walton Announcement
- Mayor Barley – Council President

Deletions:

- Planning - Revised Fence/Landscaping Estimate

IX. Approval of Agenda with Additions/Deletions

Council Action: Councilwoman Brannon made a motion to approve the Agenda with specified Additions and Deletions as presented. Councilwoman Green seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

X. Public Request for Placement on City Council Agenda

1. Frederick Palmquist – Brandon Oaks Sewer Agreement
 - Mr. Palmquist addressed the Council regarding the agreement he was asked to sign for Sewer Hook-up to the City Sewer System. After discussion with the Council it was identified that Mr. Palmquist was given the incorrect agreement by the Billing Staff.
 - Attorney Adkinson advised Mr. Palmquist that connection of Brandon Oaks customers is different from other customers because of the Interlocal Agreement between the City and Walton County. Staff was directed to investigate Mr. Palmquist's concerns and contact him in the next week.
2. Randy Varner – Dog restrictions at Sports Complex Walking Trials
 - Mr. Varner addressed the Council regarding the restriction of dogs on the walking trails at the Sports Complex. Council expressed their reasons for the restrictions and thanked Mr. Varner for coming.

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XI. Staff Reports

A. City Clerk Matters

1. Walton County Economic Development Alliance 2018-2019 Budget Request

Council Action: Councilman Farris made a motion to approve paying the Walton County Economic Development Alliance 2018-2019 Budget Request in the amount of \$4,000.00. Councilman McCormick seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

2. Surplus Old Copy Machines

Council Action: Councilman Farris made a motion to approve the surplus of the copy machines as identified by the City Clerk. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

B. Finance Department

1. Set Tentative Millage Rate

Council Action: Councilman Farris made a motion to approve the Tentative Millage Rate, to be the same as the previous 2017/2018 Budget year, at 4.7302. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

2. Set First Public Budget Hearing Date

Council Action: Councilwoman Brannon made a motion to set the first Public Budget Hearing for September 11, 2018 at 5:30 P.M. Councilwoman Haffner seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

3. Set Budget Workshops

Council Action: Councilwoman Haffner made a motion to approve changing the first Budget Workshop previously set for August 1, 2018, to Monday, August 6, 2018 at 5:30 P.M. Councilman Farris seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

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Council Action: Councilwoman Brannon made a motion to approve setting the second Budget Workshop for Monday, August 13, 2018 at 5:30 P.M. Councilwoman Green seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

Council Action: Councilwoman Haffner made a motion to approve setting the third Budget Workshop for Thursday, August 23, 2018 at 5:30 P.M. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

Council Action: Councilwoman Brannon made a motion to approve setting the fourth Budget Workshop for Tuesday, August 28, 2018 at 5:30 P.M. Councilwoman Haffner seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

4. Recommendation for Printing and Mailing Services RFP

Council Action: Councilman Farris made a motion to award the Printing and Mailing Services RFP to Data Prose, at forty-seven cents (.47¢) per utility bill and point zero one cent (.01¢) per additional insert. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

5. Financial Audit RFP

Council Action: Councilwoman Brannon made a motion to award the City Financial Audit RFP to the top ranked firm, Warren Averett, LLC of Destin Florida. Councilwoman Haffner seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

C. Planning & Zoning Dept.

1. Crescent Mill @ Hammock Bay Final Plat

- The Crescent Mill @ Hammock Bay final plat was presented by City Planner Latilda Hughes-Neel. The Final Plat will be available for the Council's signature after the meeting.

Council Action: Councilman Farris made a motion to approve the Final Plat for signature. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

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2. Request for Direction – Cellular Antennas
 - City Planner Hughes-Neel presented a memo to Council regarding Building Permit Applications, that have been submitted for cellular antennas, on outdoor advertising signs in Freeport. Council discussion ensued.

Council Action: Councilwoman Brannon made a motion to uphold Staffs interpretation of prohibition of anything added to non-conforming structures and to send the issue of cellular antennas on existing conforming structures to the Planning Board for review and recommendation. Councilman Farris seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

3. ~~Revised Fence/Landscaping Estimate~~
3. Council Planning Board Appointee
 - City Planner Hughes-Neel reminded the Council that this is the time of year to review the Planning Board appointee roster.
4. Planner Hughes-Neel and Attorney Adkinson announced that the Planning Board and Recreation Board Development Activity will be agenda for Council Information in the future.

D. Parks Department

1. Bids for Riding Mower
 - Parks Director Charles Simmons requested approval for a SCAG Turf Tiger Kawasaki Mower.

Council Action: Councilman Farris made a motion to approve the lowest bid from Southern Power Works Turf Tiger 1161 26 HP Kawasaki Mower for an amount not to accede \$11,866.92. Councilman McCormick seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

2. Parks Director Simmons presented updates on the following projects:
 - Splash Pad Wall
 - Bench Pads for Basket Ball Quarts
 - Splash Pad Request for Bids advertised
 - Trails Grant Request for Bids advertised

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2. Triangle Fountain

- Parks Director Simmons presented a rendering for the City Triangle Fountain.

Council Action: Councilwoman Haffner made a motion to approve the Triangle Fountain Rendering presented by Parks Director Charles Simmons for an amount of \$4,162.00. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

E. Legal Matters

1. Capacity Fees Notice of Intent to Act

- City Attorney Adkinson presented the Summary of Proposed Capacity Fee Ordinance Process again for the Council's information. The rates the Council has adopted and approved will be inserted into the Notice of Intent. The Council Workshop held prior to the Regular Council meeting was for Public Comment and follows in accordance with the process.

Council Action: Councilman Farris made a motion to approve publishing the Notice of Intent to enact as presented. Councilwoman Haffner seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

F. Engineering

1. City Engineer Alex Rouchaleau updated the Council on the following projects:

- Beautification Grant Landscaping Phasing Plan on State Road 20
- Splash Pad Bid
- Recreation & Trails Grant Bid
- Brandon Oaks Piping Phase I
- USDA Grant - Treatment Plant
- SRF Water/Waste Water Grants
- Consumptive Use Permit
- Wagon Wheel Punch List
- Joyce Lane Force Main

2. Engineer Rouchaleau presented Timeline graphs for the Waste Water Plant, Collection System and Water Distribution System SRF/USDA Projects as requested by Council.

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3. Drinking Water Consumptive Use Permit Renewal – Dewberry proposal for additional work

Council Action: Councilwoman Brannon made a motion to approve the Renewal of Potable Water Well Permits Preliminary Permit Application and Pre-Application proposal at an hourly rate not to exceed \$5,000.00. Councilwoman Green seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

4. Blueberry Road SCOP Improvements – Council approval to advertise for bids

Council Action: Councilman Farris made a motion to approve advertisement to request for Bids for the Blueberry Road SCOP Improvements. Councilwoman Haffner seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

5. Marina Village No Wake Zone

- This Ordinance will be at no legal or engineering costs to the City. The only cost to the City will be for advertising. The engineering fees will be paid by Marina Village.

Council Action: Councilman Farris made a motion to hold first reading and advertise for second reading of the Marina Village Idle Speed – No Wake Restricted Area in Lagrange Bayou Ordinance. Councilwoman Haffner seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

6. Water Dept.

- Water Supervisor Larry Tuggle presented a quote from AJ's Services to trim all limbs on the City bus route and to cut one pine tree and trim the walkway at Blueberry Road and cut two trees at EMS Building and grind stumps.

Council Action: Councilwoman Brannon made a motion to approve the AJ's Services Quote not to exceed \$4,600.00 for tree trimming and stump grinding as presented. Councilwoman Haffner seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

XII. Old Business: None

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XIII. New Business

A. Mayor Russ Barley

1. Council President

Council Action: Councilwoman Brannon made a motion to approve Councilman Farris as Council President as recommended by Mayor Barley. Councilwoman Haffner seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

B. Councilwoman Haffner

1. Special Project Item NO. 1 on CIP and the Beautification Grant

- Councilwoman Haffner advised that the Beautification Grant currently listed on the CIP could possibly be developed into a full plan for beautification along Highway 20 and then broken into phases.
- Engineer Cliff Knauer advised that a plan for lighting was put together about a year ago. The Council was supportive of the effort, but funding opportunities were not available at that time. The cost was upwards of \$250,000.00 to \$300,000.00. Knauer offered to hold a Workshop so that the Council could discuss a full-scale project for landscaping and lighting to give Engineering direction. Enhancement grants could be looked at, as well as landscaping, to fund the project.

2. Freeport Signs

- Councilwoman Haffner presented colors of blue for the City Welcome Signs for the Council to look at that may be more cohesive with the 331 Marketing Blue presented by Frances Roy Marketing. Councilwoman Haffner would like to entertain picking a color and move forward with the signs.
- Councilwoman Green advised that the Clerk had emailed a Marketing RFQ to the Council and feels the City still needs help with marketing before a decision on the signs is made.
- Parks Director Simmons advised that the color would need to be incorporated into the Fountain as well.
- Councilwoman Brannon suggested that the Council look at the colors and vote at the next meeting which color the City will use for the signs and the fountain. The samples will be on the Clerk's desk for Council to look at and this will be on the next agenda for the Council to review. Council will initial the color they like on the back of the color sample card.

C. Councilman Farris: None

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D. Councilwoman Green

1. Safe Water for Walton

- Councilwoman Green advised the Council that on July 25th Safe Water for Walton had a Ted Talks Speaker, Cynthia Barnett, who lectured at the South Walton High School, regarding water ways and preservation. It was important to talk about our water ways and how we can develop a community mind-set on the importance of our water ways and to begin to develop different methods and strategies to protect it. On the heels of the deep injection well permit that is sitting in Marianna, this was an important topic for the community to hear about.
- Freeport was recognized and thanked at the meeting for being the first City to put the Resolution out against the Deep Injection Well.

E. Councilman McCormick: None

XIV. Public Comment

- Mr. Bobby Rogers approached the podium and addressed the Council regarding the time of the Council Meetings.
- Mr. Roberts requested information regarding the pumping and draining of septic tanks of customers who have switched to City Sewer. He was directed to submit a Records Request to the City.

XV. Adjournment

Mayor Barley adjourned the meeting at 8:24 p.m.

FREEPORT CITY COUNCIL

Mayor

ATTEST

City Clerk

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