



City of Freeport
REGULAR COUNCIL MEETING
6:30 p.m./Council Chambers/Freeport City Hall
August 23, 2018 Minutes

I. Meeting Opened

The August 23, 2018 Regular Council Meeting was called to order at 6:30 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 Clerk Rebecca Podraza, City Attorney Clay Adkinson, Finance Officer Sara Bowers, Parks Director Charles Simmons, Planning Director Latilda Hughes-Neel, Sewer Supervisor Robert Fawcett, City Engineer Alex Rouchaleau, City Engineer Cliff Knauer.

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

1. Bills Paid
2. August 13, 2018 Workshop-Budget
3. August 14, 2018 Regular Meeting

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.

VI. Consideration of Additions/Deletions to Agenda

Additions

- Finance – Set Budget Workshop
- Parks – Splash Pad

Deletions:

- Finance - Budget Amendment Policy

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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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VII. Approval of Agenda with Additions/Deletions

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

VIII. Staff Reports

A. City Clerk Matters

1. Employee Benefits Insurance Renewal

- City Clerk Podraza Presented the Executive Summary of Group Health Plan proposals for the 2018/2019 Budget Year. Staff recommendation is to accept the Florida Blue Proposed Blue Select 16504.

Council Action: Councilwoman Brannon made a motion to approve the Florida Blue Proposed Blue Select 16504, with an estimated monthly premium of \$19,148.00, as presented. Councilman Farris seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

- Clerk Podraza presented the Executive Summary for Group Dental and an additional package for a Group Vision Plan for the 2018/2019 Budget Year. Staff recommendation is to accept the Current/Renewal of the Standard Dental Plan and add the proposed Standard VSP Signature Vision Plan. Premiums are paid 100% by the employees if elected.

Council Action: Councilman Farris made a motion to approve the renewal of the current Standard Dental Plan and add the Standard VSP Signature Vision Plan as electives to be paid 100% by the employee. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

- Clerk Podraza presented the Executive Summary of the Group Basic Life and AD&D Plans, which will remain the same for the 2018/2019 Budget Year.

Council Action: Councilman Farris made a motion to approve the renewal of the current Standard Basic Life and AD&D Plans. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

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B. Finance Department

1. **Timecard Approval Policy**
 - Finance Officer Sara Bowers presented proposed changes to the Timecard Approval Policy.

Council Action: Councilwoman Haffner made a motion to approve the proposed changes to the Timecard Approval Policy as presented. Councilman Farris seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

2. **Budget Amendment Policy**
3. **Brandon Oaks Sewer Improvements**
 - Finance Officer Sara Bowers requested approval to use Impact Fees for the Brandon Oaks Sewer Improvements.

Council Action: Councilwoman Brannon made a motion to approve the use of Impact Fees for the Brandon Oaks Sewer Improvements. Councilman McCormick seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

4. **Set Budget Workshop**
 - Finance Officer Bowers requested approval to schedule a Budget Workshop during the week of September 3, 2018.

Council Action: Councilwoman Green made a motion to approve a Budget Workshop on Thursday, September 6, 2018 at 5:30 pm. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

C. Planning & Zoning Dept.

1. **1st Reading/LDC Amendment/Stormwater**
 - City Planner Latilda Hughes-Neel presented the LDC Amendment Ordinance for first reading and advertising.

Council Action: Councilman Farris made a motion to approve first reading and advertisement to amend the Freeport Land Development Code, to provide for revisions to the stormwater regulations, subject to Severability Language being amended per Legal Counsel. Councilman McCormick seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

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2. Resolution for LSA/Housing Element - Approval for Transmittal to DEO
 - City Planner Hughes-Neel presented a Resolution stating intent to amend the Comprehensive Plan.

Council Action: Councilman McCormick made a motion to approve Resolution No. 2018-07, stating intent to approve transmittal of the draft Revised Housing Element to the Department of Economic Opportunity, for review in accordance with Section 163.3191, Florida Statutes as presented. Councilman Farris seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

3. 1st Reading/LDC Amendment – Mixed Income Housing PDP
 - City Planner Latilda Hughes-Neel presented the Ordinance amending the Comprehensive Plan with revisions to the Housing Element. Council discussion ensued.

Council Action: Councilwoman Green made a motion to continue this item until the Regular Council Meeting being held on September 27, 2018. Councilman McCormick seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

4. Planning Updates
 - City Planner Hughes-Neel updated the council on the following:
 - Preserve Update on LSA
 - North Shore Mini Storage PDP Amendment
 - Marquee Crossings Project Commercial Lots on 16 acers

5. PDRB/Rec Bd Appts.
 - City Planner Hughes-Neel asked if Council had any changes to the Current Planning Board appointments.

Council Action: Councilwoman Brannon made a motion to remove her existing appointee and appoint Kasey Cuchens as her Planning Board Appointment. Councilwoman Green seconded the motion. Four ayes, (Brannon, Farris, Green, Haffner); one nay, (McCormick); motion carried.

D. Parks Department

1. Splash Pad
 - Parks Director Charles Simmons presented the KORKAT bid for the Splash Pad with additional \$25,000.00 additional features and 400 sq. ft. of space.

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- Parks Director Simmons announced that Jay Odom is donating \$25,000.00 to the project.

Council Action: Councilman Farris made a motion to award the Splash Pad Bid to KORKAT for \$100,000.00 with an additional 400 Sq. Ft. of concrete and added features for an additional amount of \$25,000.00 for a total not to exceed \$125,000.00. Councilwoman Haffner seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

- Councilwoman Haffner thanked Jay Odom for his generous donation to the project.
- Parks Director Charles Simmons advised that the Triangle Fountain Project is complete.

E. Legal Matters

1. City Attorney Adkinson requested discussion and direction from Council regarding the Capacity Fee Ordinance. Prior to presenting a draft Ordinance for first reading and advertisement, Attorney Adkinson requested direction on the following:
 - Amount of time customers will be grandfathered in who have already paid tap and impact fees.
 - Effective date for the Capacity Fee structure to begin.
 - Decision needs to be made on if the Minimum Base Rates will begin when the tap is installed.
 - Mandatory Refresh Date needs to be imbedded in the Ordinance Language to revisit rates. Councilwoman Green suggested this be one (1) year due to the current pricing increases.
 - Language will be added to Ordinance that indicates future rate changes will be made in Resolution Form
2. Walton County project for consideration of the Triumph Gulf Coast, Inc. Board
 - City Attorney Adkinson advised the Council that an application has been submitted by Walton County for consideration of the Triumph Gulf Coast, Inc. Board. This application is posted on the City Website.
 - County Administrator Larry Jones approached the podium and advised that the project will not be heard at the Board of Triumph Golf Coast, Inc. Meeting being held on September 12, 2018.

F. Engineering

1. Recreation Trail Bids
 - Engineer Rouchaleau advised that four (4) bids were received for the Recreation Trails Grant.

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- 1) Gulf Coast Utility @ \$131,525.00
 - 2) H & T Contractors @ \$96,300.00
 - 3) Green Energy @ \$95,000.00
 - 4) CWR @ \$127,749.25
- Prices came in higher than expected. Staff requests that Contractors be requested to revise their pricing or provide alternatives to the current bids to bring the pricing down.

Council Action: Councilwoman Brannon made a motion to approve staff to contact Contractors and request cost saving alternatives to bring pricing for the project down. Councilman Farris seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

- Mr. Odom approached the podium and announced that he would provide the clearing part of the project. That will help on the pricing.
2. ~~Splash Pad Bids~~
 3. Updates
 - Blueberry Road - Additional Funding Approved
The additional funding was awarded by FDOT and the contract will be awarded to H&T
 - The Water USDA Funding Grant was not approved but will be resubmitted in February. The Sewer USDA Funding was approved from Hwy 331 to the Sewer Plant.
 4. Beautification Grant Resolution

Council Action: Councilwoman Brannon made a motion to approve Resolution No. 2018-08 supporting the application for the Florida Beautification Grant Program and Project Maintenance. Councilman Farris seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

G. Water Dept.: None

H. Sewer Dept.: None

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IX. Old Business

A. Municipal Home Rule Resolution

Council Action: Councilman Farris made a motion to approve Resolution No. 2018-09 honoring fifty years of Municipal Home Rule in the Florida Constitution and committing to an educational initiative to help Floridians understand this beneficial right. Councilman McCormick seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

X. New Business

A. Mayor Russ Barley

- Mayor Barley requested approval of the HC Quality Painting, LLC estimate in the amount of \$6,380.00 to paint City Hall.

Council Action: Councilwoman Brannon made a motion to approve the HC Quality Painting, LLC Estimate to paint City Hall, in the amount of \$6,380.00. Councilman Farris seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

XI. Public Comment: None

XII. Adjournment

Mayor Barley adjourned the meeting at 7:49 p.m.

FREEPORT CITY COUNCIL

Mayor

ATTEST

City Clerk

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