



City of Freeport

REGULAR COUNCIL MEETING MINUTES

January 11, 2022, 9:00 AM

Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilwoman Elizabeth Brannon, Councilman Eddie Farris, Councilman Tripp Hope, Councilman Mark Martin, Councilwoman Elizabeth Haffner

Staff Members Present: City Manager Charlie Simmons, City Attorney Clay Adkinson, Sr., Planning Director Latilda Neel, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, Parks Director Travis Digges, Sewer Supervisor Robert Fawcett, City Engineer Alex Rouchaleau, Water Supervisor Larry Tuggle, and Utility Billing Supervisor Lourdes Johnson

1. Meeting Called to Order

The meeting was called to order at 9:00 AM by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

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

3. Recognition of Guests

a. Mayor Barley recognized and welcomed Liberty Partners and Bill Imfeld of the Walton County Economic Development Alliance to the meeting.

4. Consent Agenda

a. Bills

b. Regular Council Meeting Minutes – December 14, 2021

c. Memo to City Council – Capacity Fees

(Continued on next page)

d. Revenue and Expenditure Report through November 2021

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

Moved by: Councilwoman Haffner

Seconded by: Councilman Farris

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye

Councilman Hope: aye

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

8. Consideration of Additions/Deletions to Agenda

Councilwoman Brannon – Appointments to the Planning Board and Recreation Board.

Liberty Partners – 2022 Legislative Session Presentation

9. Approval of Agenda with Additions/Deletions

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

To approve the Agenda with the specified additions as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye

Councilman Hope: aye

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

10. Staff Reports

a. Water

(Continued on next page)

b. Sewer

c. Parks

1. Parks & Recreation Director Digges gave the following updates:

The college level football goals have been installed and the drainage for field two is complete. The repainting of the Splashpad has also been completed.

The Barrier-Free Park trails have been flagged and the pavilion has been staked off. He invited the Council to visit the area and provide any feedback they may have for possible changes. The Council thanked him for his hard work.

d. City Manager

1. City Manager Simmons gave the following American Metal Bearing visit update to the Council:

City Manager Simmons told the Council details of his trip to the American Metal Bearing (AMB) plant in California with Walton County Commissioner Boots McCormick and EDA Director Bill Imfeld. He explained they took a tour of the plant and saw how their business operates and what they could offer the county in the way of the economy if they relocated. He said it was exciting and impressive to see equipment he had not seen before and what they were building. He noted AMB told him no other city has taken the time to visit their plant. He said Walton County and Freeport are working hard to bring AMB here and he believes their chances of making that happen are high. He said AMB will be in Walton County in February. He expressed the importance of them working with the local schools for training and internships and how this will allow young adult residents to stay in Freeport with excellent higher paying job opportunities. He said the AMB California plant is just two-and-half acres and the Freeport land offered is 11-acres. He explained the large parcel is important to AMB because they have new technology to implement, and the 11-acres would allow them to expand their business.

Bill Imfeld said the trip was enlightening and they were able to have one-on-one conversations with some of the employees who are looking forward to relocating to Florida. He said they are happy employees and they expressed that some would like to live near the bay or the forest areas, which makes Freeport a good fit. He said the company makes products not only

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for the United States but also for Australia, the United Kingdom and Canada. For product creation, an individual employee, after a one-to-two-year training program, is then able use to take raw materials from start to finish of the product, so it is not like a traditional assembly line. He told the Council should AMB choose to relocate to Northwest Florida that they would approach their subcontractors and vendors to also relocate. He thanked City Manager Simmons for all his work on this project and commended City Attorney Adkinson for his continued efforts to make this successful.

- e. City Clerk
- f. Finance
- g. Billing
- h. Planning

1. City of Freeport LSA 2021-01 - 2nd Reading

Planning Director Hughes-Neel presented two ordinances as part of the large-scale amendment (LSA) proposed for second reading, one for the amendment and the other for Property Rights as now required by state law. She said staff is recommending to hold second reading and a motion to approve.

Moved by: Councilman Farris

Seconded by: Councilman Hope

Approval to hold second reading for City of Freeport LSA and Property Rights Ordinances

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilman Hope:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

Planning Director Hughes-Neel held second reading.

Clerk's Note: the above-mentioned ordinances are 2022-01 and 2022-02.

2. Destiny Worship Expansion

(Continued on next page)

Planning Director Hughes-Neel presented the Council with the Destiny

Workshop proposed expansion, which she told them was needed due to the church's rapid growth. She said the Planning Board unanimously approved to recommend the Council approve the project. She asked the Council for a vote to approve the project. Pastor Steve Vaggalis of Destiny Worship summarized the history of the church's growth and showed appreciation for the city support they have received.

Councilwoman Haffner commented that she has worked for Destiny Worship Center over three years and noted the extensive community work the church has done with charity work such as, a School Backpack and Shoes Program and a Christmas Outreach Program for children in foster care to receive gifts. She said how much of a blessing they have been to not only her family but the community at large.

Moved by: Councilwoman Haffner
Seconded by: Councilwoman Farris

To approve the Destiny Worship Center expansion project

Mayor Barley called for public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilman Hope:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

3. Carr LSA 2020-21 - 1st Reading

Planning Director Hughes-Neel reminded the Council of the previous annexation of 2,000-plus acres of land for the Carr Family and told them the ordinance presented pertains to that. She said the land will have a mixed zoning designation and the developers will submit specific zoning applications in the future. She told them staff is recommending approval and there was no correspondence received from anyone to oppose it. She noted they meet all requirements of the city comprehensive plan and land development code. She asked the Council for approval to hold first reading.

(Continued on next page)

Moved by: Councilman Farris

Seconded by: Councilman Hope

To approve first reading for Carr LSA 2020-21 Ordinance

Mayor Barley called for public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye

Councilman Hope: aye

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

i. Legal

1. City Attorney Clay Adkinson, Sr. asked the Council to give City Manager Simmons approval to schedule an Executive Session meeting for a pending litigation matter.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

To approve City Manager Simmons to schedule an Executive Session meeting for a legal matter.

Mayor Barley called for public comment and there was none

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye

Councilman Hope: aye

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

j. Engineering

1. Resolution for FDOT SCOP Municipal South Jackson Roadway Improvements.

(Continued on next page)

City Engineer Rouchaleau asked the Council to approve a resolution for the FDOT SCOP Municipal South Jackson Roadway Improvements to close out the project.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

To approve a Resolution for the FDOT SCOP Municipal South Jackson Roadway Improvements

Mayor Barley called for public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilman Hope:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

Clerk's Note: the above-mentioned resolution is 2022-01.

11. Old Business

12. New Business

1. Cliff Knauer of Dewberry provided the Council with a Community Center update. He presented the Council with a revised site plan. He said the primary changes made were removing some parking spots for landscaping and added double row parking on the east boundary line. He stated they also shifted the building forward to avoid taking our oak trees. He said they will be proposing a 50 by 80 community center with access on the east and west side. He said this update was the first step towards planning efforts and they are also working on sketches of the interior of the community center which he will share with them at a future date. He said the interior will have bathrooms, a kitchen, a large stage area with some seating to be elevated for acoustics.

2. Liberty Partners presented their 2022 legislative session update PowerPoint presentation and report to the Council. In attendance were Jennifer Green, Tim Parsons, and Katie Taff.

Jennifer Green asked the Council for a motion to give Mayor Barley authority to sign an appropriation attestation for submitted projects.

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Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

To give authority to Mayor Barley to sign an appropriation attestation for submitted projects.

Mayor Barley called for public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye

Councilman Hope: aye

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

Clerk's Note: A copy of the above-mentioned Liberty Partners PowerPoint presentation and report can be viewed in the City Clerk's office.

a. Mayor Russ Barley

b. Councilwoman Brannon

1. Recreation Board and Planning Board appointment changes.

Councilwoman Brannon stated she needed to make two board appointment changes. She requested to move Racyne Digges from the Recreation Board to the Planning Board.

Moved by: Councilwoman Haffner

Seconded by: Councilman Hope

To approve moving Racyne Digges from the Recreation Board to the Planning Board.

Mayor Barley called for public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye

Councilman Hope: aye

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

Councilwoman Brannon requested to appoint Larry Cato to the Recreation Board.

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Moved by: Councilwoman Haffner
Seconded by: Councilman Farris

To approve the appointment of Larry Cato to the Recreation Board.

Mayor Barley called for public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilman Hope:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

- c. Councilman Farris
- d. Councilwoman Haffner
- e. Councilman Hope
- f. Councilman Martin

13. Public Comment

Mayor Barley called for public comment and there was none.

14. Adjournment

Mayor Barley motioned to adjourn. The meeting adjourned at 10:06 AM.

Clerk's Note: An audio copy of this meeting is available on the city's website.

Minutes prepared by City Clerk Gatewood and approved by the City Council on January 27, 2022.



Russ Barley, Mayor

ATTEST:



Kathie Gatewood, City Clerk



The seal is circular with a dotted border. Inside the border, the words "CITY OF FREEPORT" are written in a circle at the top, and "FLORIDA" is at the bottom. In the center, the word "SEAL" is prominently displayed, with "CORPORATE" written above it.



City of Freeport

REGULAR COUNCIL MEETING MINUTES

January 27, 2022, 6:30 PM
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilwoman Elizabeth Brannon, Councilman Eddie Farris, Councilman Tripp Hope, Councilman Mark Martin, Councilwoman Elizabeth Haffner

Staff Members Present: City Manager Charlie Simmons, City Attorney Clay Adkinson, Planning Director Latilda Neel, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, Sewer Supervisor Robert Fawcett, Wastewater Treatment Supervisor Paul Johnson, and City Engineer Alex Rouchaleau.

1. Meeting Called to Order

The meeting was called to order at 6:30 PM by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

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

3. Recognition of Guests

Mayor Barley welcomed Walton County Commission Danny Glidewell and Liberty Partners to the meeting.

4. Consent Agenda

a. Bills

b. Regular Council Meeting Minutes – January 11, 2022

c. Revenue and Expenditure Report for month ending December 31, 2021

(Continued on next page)

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilman Hope:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

7. Consideration of Additions/Deletions to Agenda

City Manager Simmons – Utility Disconnect Delay

8. Approval of Agenda with Additions/Deletions

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

To approve the Agenda with the specified additions as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilman Hope:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

9. Staff Reports

- a. Water
- b. Sewer

(Continued on next page)

c. Parks

1. Freeport Little League

In Parks and Recreation Director Digges absence, City Manager Simmons asked the Council for a motion to waive the Sports Complex fees for the 2022 Freeport Little League season.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

To waive Sports Complex fees for the 2022 Freeport Little League season

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilman Hope:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

d. City Manager

1. City Manager Simmons gave the following American Metal Bearing negotiation update to the Council:

American Metal Bearing has chosen the City of Freeport for their site relocation. He said AMB will be at the February 8, 2022, Regular Council Meeting to give a presentation to the Council. He explained the city is still in negotiations with AMB, but those items will be worked out shortly. He expressed what a good fit AMB will be for the city and the county. City Manager Simmons asked Commissioner Glidewell to give the Council updates.

Commission Glidewell told the Council there were many things the city and the county have been working on together such as the 331 Sewer Project and the Defuniak Springs project north of that. He said once they are complete, it will be difficult to recognize US 331 once the growth begins. He expressed confidence in the Marquis Way extension becoming a reality. He said Walton County working with Freeport and the surrounding cities as started yielding very good results. He commended City Manager Simmons for being a good partner in these cooperative efforts. He said one of the big changes has been with the Okaloosa-Walton Transportation Planning Organization (TPO), which has been a past challenge. He said this year the county received more money from the TPO than ever before. He

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commended Councilman Martin for his role in helping to achieve that. Councilman Martin noted in the past that the city and county didn't always work together, and he is hopeful that it continues. Councilwoman Brannon thanked Commissioner Glidewell for helping Freeport. She thanked them for working for the city's benefit when in Tallahassee. She commended the Walton County Commission, Charlie, and Councilman Martin for all their efforts.

2. Ratifying Utility Disconnect

City Manager Simmons explained to the Council that due to Billing Department staff illnesses disconnects needed to be delayed by one week. He asked for Council approval to move January 2022 disconnects to Tuesday, February 1, 2022.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

To approve ratifying the January Utility Disconnects until February 1, 2022.

Mayor Barley called for public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilman Hope:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

e. City Clerk

1. Change to Personnel Policy – Employment Separation and COVID-19

City Clerk Gatewood asked the Council for motions to approve each Personnel Policy. Councilwoman Haffner asked what type of test PCR was, to which City Clerk Gatewood replied it was a laboratory test. Councilman Farris asked if the policy would deplete employee Paid Time Off (PTO) hours if they filled out the required Leave Request Form. City Clerk Gatewood explained employees would be required to fill out the Leave Request Form initially to use PTO, but once the employee provided written COVID-19 test results showing positive that the PTO hours would be rescinded, and the employee would receive COVID-19 pay instead.

(Continued on next page)

Moved by: Councilwoman Haffner
Seconded by: Councilwoman Brannon

To approve the Employee COVID-19 Policy as presented.

Mayor Barley called for public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilman Hope:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

Councilwoman Haffner commented the word “emergency” in the separation policy was vague and said she preferred the policy give the City Manager discretion to approve situations on a case-by-case basis. She asked City Attorney Adkinson for wording guidance, to which he recommended to remove “except in the case of an emergency” and recommended to add, “except when approved by the City Manager upon showing of good cause.”

Moved by: Councilwoman Haffner
Seconded by: Councilman Martin

To approve the Separation Policy as amended by the Council.

Mayor Barley called for public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilman Hope:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

City Manager Simmons told the Council staff will be presenting them with updates to the Employee Policy Handbook soon now that the city has a City Manager.

f. Finance

1. Budget Amendment

(Continued on next page)

Finance Officer Bowers asked the Council for a motion to approve the Budget Amendment as presented.

Moved by: Councilman Farris

Seconded by: Councilman Martin

To approve the proposed Budget Amendment.

Mayor Barley called for public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilman Hope:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

g. Billing

h. Planning

1. Owls Head Commercial Re-Zoning/2nd Reading- Adoption of Ordinance

Planning Director Hughes-Neel presented the Council with the above-mentioned proposed ordinance and a map showing the area location. She stated her department has not received any correspondence or comments regarding the proposed ordinance. She asked the Council for a motion to hold second reading

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

To approve holding Second Reading of the Owls Head Commercial Re-Zoning Ordinance 2022-03

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilman Hope:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

Planning Director Hughes-Neel held second reading:

(Continued on next page)

AN ORDINANCE AMENDING THE ZONING MAP SERIES INCLUDED BY REFERENCE IN ARTICLE 3 OF THE LAND DEVELOPMENT CODE OF THE CITY OF FREEPORT, SPECIFICALLY THE PARCEL IDENTIFIED WITH PROPERTY REFERENCE NUMBERS 26-1N-19-17000-001-0000 and 26-1N-19-17000-001-0030 CONTAINING APPROXIMATELY 23.32 ACRES MORE OR LESS AND DESCRIBED BY THE LEGAL DESCRIPTION CONTAINED IN SECTION 1 BELOW AMENDING THE ZONING ASSIGNMENT AND ASSIGNING ZONING FROM C-1 GENERAL COMMERCIAL TO R-3 HIGH DENSITY RESIDENTIAL

Clerk's Note: The above-mentioned map can be viewed in the City Clerk's Office.

i. Legal

1. First Reading – Wright Annexation Ordinance

City Attorney Adkinson told the Council the land being discussed was a small piece of land approximately three-quarters of an acre which is located on US 331 and directly north and across from Riverwalk Boulevard. He asked the Council for a motion to approve first reading.

Moved by: Councilwoman Brannon

Seconded by: Councilman Martin

To approve holding first reading for the Wright Annexation Ordinance

Mayor Barley called for public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilman Hope:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

City Attorney Adkinson held second reading (Ordinance number to be determined upon second reading):

AN ORDINANCE ANNEXING TO THE TERRITORIAL LIMITS OF THE CITY OF FREEPORT, FLORIDA, CERTAIN PROPERTY AND REDEFINING THE BOUNDARIES OF THE CITY FREEPORT, FLORIDA, SO AS TO INCLUDE THEREIN THE PROPERTY ANNEXED HEREIN, IN

(Continued on next page)

ACCORDANCE WITH THE VOLUNTARY ANNEXATION PROVISIONS OF
FLORIDA STATUTES SECTION 171.044, PROVIDING FOR
SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

j. Engineering

City Engineer Rouchaleau gave the following updates. He said the 331 North Sewer Project is going well, noting that Chelco is adding power poles in the area (separate from project). He said the 331 South Sewer Project is moving along well. He presented the Council with some budgeted utility project proposals for approval.

1. CR3280 Water Main Upgrade Phase I Proposal

City Engineer Rouchaleau asked the Council for a motion to approve the CR3280 Water Main Upgrade Phase I Proposal.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

To approve the CR3280 Water Main Upgrade Phase I Proposal

(Continued on next page)

Mayor Barley called for public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye

Councilman Hope: aye

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

2. 83A West Sewer Improvements Proposal

City Engineer Rouchaleau asked the Council for a motion to approve the 83A West Sewer Improvements Proposal.

Moved by: Councilman Martin

Seconded by: Councilman Hope

To approve the 83A West Sewer Improvements Proposal

Mayor Barley called for public comment and there was none.

(Continued on next page)

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilman Hope:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

3. Bay Area Sewer Expansion Phase I (McDaniels Fish Camp Area)
Proposal

City Engineer Rouchaleau asked the Council for a motion to approve the Bay Area Sewer Expansion Phase I Proposal.

Moved by: Councilwoman Brannon

Seconded by: Councilman Martin

To approve the Bay Area Sewer Expansion Phase I Proposal

Mayor Barley called for public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilman Hope:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

4. 83A West Water Main Improvements – Phase II Proposal

City Engineer Rouchaleau asked the Council for a motion to approve the 83A West Water Main Improvements – Phase II Proposal.

Moved by: Councilman Farris

Seconded by: Councilman Hope

To approve the 83A West Water Main Improvements – Phase II Proposal

Mayor Barley called for public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

(Continued on next page)

Councilman Farris: aye
Councilman Hope: aye
Councilwoman Brannon: aye
Councilwoman Haffner: aye
Councilman Martin: aye

Carried.

10. Old Business

11. New Business

1. Liberty Partners - Update on 2022 Legislative Appropriations Project Requests

Jennifer Green, Katie Tuff and Tim Parsons of Liberty Partners provided the Council with a legislative session update.

- a. Mayor Russ Barley
- b. Councilwoman Brannon
- c. Councilman Farris

1. Master Sidewalk Plan

Councilman Farris expressed the importance of a City Master Sidewalk Plan and said he has been a strong advocate for more sidewalks in Freeport for years. He stressed the need to keep children and families safe on the side of the roads. He told the other Councilmembers he has been working with Planning Director Hughes-Neel, City Engineer Alex Rouchaleau and Dewberry Engineer Cliff Knauer on this project and they will be presenting a plan to the Council soon.

- d. Councilwoman Haffner
- e. Councilman Hope
- f. Councilman Martin

12. Public Comment

Mayor Barley called for public comment and there was none.

13. Adjournment

Mayor Barley motioned to adjourn. The meeting adjourned at 7:11 PM.

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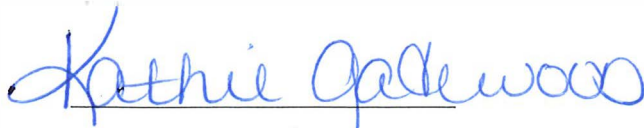
REGULAR CITY COUNCIL MEETING – JANUARY 27, 2022

Minutes were prepared by City Clerk Gatewood and approved by the City Council on February 8, 2022.



Russ Barley, Mayor

ATTEST:



Kathie Gatewood, City Clerk





City of Freeport

REGULAR COUNCIL MEETING MINUTES

February 8, 2022, 9:00 AM
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilwoman Elizabeth Brannon, Councilman Eddie Farris, Councilman Mark Martin, Councilwoman Elizabeth Haffner

Staff Members Present: City Manager Charlie Simmons, City Attorney Clay Adkinson, Planning Director Latilda Neel, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, Billing Supervisor Lourdes Johnson, Sewer Supervisor Robert Fawcett, Wastewater Treatment Supervisor Paul Johnson, and City Engineer Alex Rouchaleau.

City Clerk's Note: Councilman Hope was absent with notice.

1. Meeting Called to Order

The meeting was called to order at 9:01am by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

The invocation was given by Councilwoman Haffner, followed by the Pledge of Allegiance to the American Flag.

3. Recognition of Guests

Mayor Barley welcomed Walton County Commissioners Boots McCormick and Mike Barker along with Bill Imfeld of the Walton County Economic Development Alliance, American Metal Bearing CEO Michael Litton and Tim Parsons of Liberty Partners to the meeting.

4. Consent Agenda

a. Bills

b. Regular Council Meeting Minutes – January 27, 2022

(Continued on next page)

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

Moved by: Councilwoman Brannon

Seconded by: Councilman Farris

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

7. Consideration of Additions/Deletions to Agenda

Councilwoman Haffner – Great Hammock Bend Bridge

8. Approval of Agenda with Additions/Deletions

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

To approve the Agenda with the specified additions as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

9. Staff Reports

a. Water

b. Sewer

c. Parks

1. Updates

(Continued on next page)

Parks Director Digges told the Council he was working with City Clerk Gatewood to implement an online reservations system with calendar for park fields, the community pool and the concession stand through the city website. He said this would make the reservation process easier and allow renters to block out more than one day at a time.

d. City Manager

1. City Manager Simmons invited American Metal Bearing CEO Michael Litton to speak to the Council.

Mr. Litton thanked the Council for their support in negotiating with his company to relocate their business to Freeport. He gave a presentation with an overview of the company's history leading up to becoming a defense contractor, where they are today, and where they would like to be in the future. He said the company works with the U.S. Navy, the Air Force and NASA. He explained that due to size constraints in their current location that they have been unable to expand. He expressed his employees desire and excitement to live in Freeport to enjoy the outdoors, a quieter area, easy access to the beaches and more affordable housing. He said there were still a few negotiating items left but that American Metal Bearing has chosen Freeport for their relocation. He said their company is a firm believer in community and they will be working with the local schools to recruit potential long-term employees. He said in their current state, they routinely give tours to high school students to encourage them to explore their industry for employment. He told the Council historically that his company moves about every 40 years, and he is hoping Freeport is their forever home.

Clerk's Note: An electronic copy of the above-mentioned presentation is available to view in the City Clerk's Office.

e. City Clerk

f. Finance

g. Billing

h. Planning

i. Legal

1. Freeport, Inc. Annexation Ordinance – First Reading

City Attorney Adkinson asked the Council for a motion to hold first reading of the Freeport, Inc. Annexation Ordinance.

(Continued on next page)

Moved by: Councilman Farris
Seconded by: Councilwoman Haffner

To approve first reading for the Freeport, Inc. Annexation Ordinance

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

City Attorney Adkinson held first reading:

AN ORDINANCE ANNEXING TO THE TERRITORIAL LIMITS OF THE CITY OF FREEPORT, FLORIDA, CERTAIN PROPERTY AND REDEFINING THE BOUNDARIES OF THE CITY FREEPORT, FLORIDA, SO AS TO INCLUDE THEREIN THE PROPERTY ANNEXED HEREIN, IN ACCORDANCE WITH THE VOLUNTARY ANNEXATION PROVISIONS OF FLORIDA STATUTES SECTION 171.044, PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

j. Engineering

10. Old Business

11. New Business

1. Liberty Partners - Update on 2022 Legislative Appropriations Project Requests

Tim Parsons provided the Council with a legislative session update and a written weekly legislative session summary.

Clerk's Note: A copy of the above-mentioned summary report is available to view in the City Clerk's Office.

- a. Mayor Russ Barley
- b. Councilwoman Brannon
- c. Councilman Farris
- d. Councilwoman Haffner

(Continued on next page)

1. Great Hammock Bend Bridge – Councilwoman Haffner thanked City Manager Simmons for repairing the bridge.

e. Councilman Hope

f. Councilman Martin

12. Public Comment

Mayor Barley called for public comment and there was none.

13. Adjournment

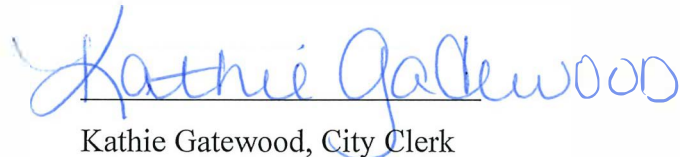
Mayor Barley motioned to adjourn. The meeting adjourned at 9:46am.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on February 24, 2022.



Russ Barley, Mayor

ATTEST:



Kathie Gatewood, City Clerk





City of Freeport

REGULAR COUNCIL MEETING MINUTES

February 24, 2022, 6:30 PM
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilwoman Elizabeth Brannon, Councilman Eddie Farris, Councilman Mark Martin, Councilwoman Elizabeth Haffner, Councilman Tripp Hope

Staff Members Present: City Manager Charlie Simmons, City Attorney Clay Adkinson, Planning Director Latilda Neel, Planning Technician Samantha Graves, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, Billing Supervisor Lourdes Johnson, Sewer Supervisor Robert Fawcett, Wastewater Treatment Supervisor Paul Johnson, Parks & Recreation Director Travis Digges and City Engineer Alex Rouchaleau.

1. Meeting Called to Order

The meeting was called to order at 6:30 p.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

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

3. Recognition of Guests

Mayor Barley welcomed Tony Vallee, City of Defuniak Springs Councilman to the meeting.

4. Consent Agenda

a. Bills

b. Regular Council Meeting Minutes – February 8, 2022

5. Public Comment on Consent Agenda

(Continued on next page)

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

Councilwoman Brannon commended City Clerk Gatewood for the minutes presented.

7. Consideration of Additions/Deletions to Agenda

1. City Manager – Ratifying billing department disconnection delay and removal of late fees.

2. City Engineer – Resolutions for Small City Outreach Program (SCOP).

3. Councilman Martin – Legislative Update.

8. Approval of Agenda with Additions/Deletions

Mayor Barley called for public comment and there was none.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

To approve the Agenda with the specified additions as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

(Continued on next page)

9. Staff Reports

- a. Water
- b. Sewer
- c. Parks
- d. City Manager

1. City Manager Simmons asked the Council for approval for Joint Transportation Meeting with the cities of Defuniak Springs, Paxton, Freeport, and Walton County on March 1, 2022, at 6:00 p.m. at the Defuniak Springs Community Center.

Mayor Barley called for public comment and there was none.

Moved by: Councilman Farris
Seconded by: Councilman Hope

To give the City Manager approval for Joint Transportation Meeting with the cities of Defuniak Springs, Paxton, Freeport, and Walton County on March 1, 2022, at 6:00 p.m.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

2. Ratifying Billing Department Disconnect Delay and Removal of Late Fees

City Manager Simmons explained to the Council there was a mail delay for residents receiving their utility billing statement in February. He further explained that the city is experiencing a delay in receiving mailed payments as well. He said staff is working with the Freeport Postmaster to avoid any future issues. The Mayor commended Billing Supervisor Johnson for all of the hard work her and her staff have put in to take care of this situation noting many hours were spent calling hundreds of customers and manually removing nearly one thousand late fees from the billing system. City Manager Simmons and the Council also thanked Billing Supervisor Johnson.

Mayor Barley called for public comment and there was none.

(Continued on next page)

Moved by: Councilwoman Brannon
Seconded by: Councilwoman Haffner

To ratify the Billing Department disconnect delay and remove all late fees for February 2022.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

e. City Clerk

1. Community Newsletter Proposal

City Clerk Gatewood presented the Council with a memo outlining the uses for the proposed monthly newsletter, explaining it would be published in digital and paper form for the public. She noted the Mayor, Councilmembers, the City Manager and Department Heads could contribute content each month and this would be a good opportunity for more communication with the residents. The newsletter would be created by the City Clerk and the Clerk's Office Student Intern. City Manager Simmons thanked the City Clerk for creating the program.

Mayor Barley called for public comment and there was none.

Moved by: Councilman Hope
Seconded by: Councilwoman Brannon

To approve a monthly newsletter to be published by the City Clerk's office.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

(Continued on next page)

- f. Finance
- g. Billing
- h. Planning

1. Orange Data Systems- Approval to utilize free on-line lien search platform

Planning Director Hughes-Neel detailed the lien search process to the Council making them aware of the amount of time staff spends performing the lien searches and time spent answering continuous inquiries. She explained the ease of the proposed platform to streamline lien searches to free up staff time. City Manager Simmons asked how much the service would cost, to which the Planning Director said of the fee collected, a portion would be given to the city and the rest to the company. She directed the Council to look at the agreement example in the meeting package. She asked the Council for approval to allow the City Manager to execute the agreement to move forward with using the service. City Attorney Adkinson recommended changes to sections 9 and 14 of the agreement. The last line of Section 9 would change by adding “Nothing herein shall be deemed to waive the City’s right to sovereign immunity.” to the last section. Section 14 would change by changing the word Sarasota to Walton.

Mayor Barley called for public comment and there was none.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

To approve the Planning Department agreement with Orange Data Systems, a free on-line lien search platform as amended by the City Attorney.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

2. Planning Director Hughes-Neel updated the Council telling them her department has been cross-training employees to ensure the same level of service in case of any staffing that may arise. She said their newly hired Planning Intern Summer Ammirata-Hall has been doing a fantastic job. She also told the

(Continued on next page)

Council Samantha Graves; Planning Technician has been shadowing her work to learn more about her role.

i. Legal

1. Wright. Annexation Ordinance – Second Reading

City Attorney Adkinson asked the Council for a motion to hold second reading of the Wright Annexation Ordinance.

Mayor Barley called for public comment and there was none.

Moved by: Councilman Hope

Seconded by: Councilman Farris

To approve second reading of the Wright Annexation Ordinance – 2022-04

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

City Attorney Adkinson held second reading:

AN ORDINANCE ANNEXING TO THE TERRITORIAL LIMITS OF THE CITY OF FREEPORT, FLORIDA, CERTAIN PROPERTY AND REDEFINING THE BOUNDARIES OF THE CITY FREEPORT, FLORIDA, SO AS TO INCLUDE THEREIN THE PROPERTY ANNEXED HEREIN, IN ACCORDANCE WITH THE VOLUNTARY ANNEXATION PROVISIONS OF FLORIDA STATUTES SECTION 171.044, PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

j. Engineering

1. City Engineer Rouchaleau presented the Council with two resolutions for Municipal Small County Outreach Program funding to improve two areas of the city: 83A East and SR-20 and Four Mile Road (bridge not included).

City Engineer Rouchaleau asked the Council for a motion to approve the two resolutions.

(Continued on next page)

Mayor Barley called for public comment on either resolution and there was none.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

*To approve the 83A East and SR-20 Municipal Small County Outreach Program
Resolution – 2022-02*

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

*To approve the Four Mile Road Municipal Small County Outreach Program
Resolution – 2022-03*

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

10. Old Business

11. New Business

- a. Mayor Russ Barley
- b. Councilwoman Brannon
- c. Councilman Farris
- d. Councilwoman Haffner
- e. Councilman Hope
- f. Councilman Martin

(Continued on next page)



1. Councilman Martin gave the Council a Legislative Update noting he and City Manager Simmons attended various meetings with Representatives and Senators as well as attending a Northwest Florida Days Legislative Appreciation Breakfast. He commended City Manager Simmons on the positive relationships he has built with our state government politicians to ensure that Freeport is well-represented. He also commended Freeport's lobbyists Liberty Partners for all of their hard work in Tallahassee on behalf of Freeport and said the monies the city pays them is well-spent.

12. Public Comment

Mayor Barley called for public comment.

David Puckett, a Verandas homeowner and HOA president, approached the Council to thank them for listening to the people about previous parking issues that have now been resolved. Councilwoman Haffner showed her appreciation of Mr. Puckett coming to the meetings and offering his support.

13. Adjournment

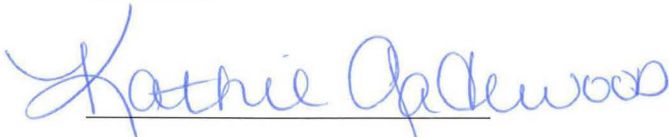
Mayor Barley motioned to adjourn. The meeting adjourned at 6:55 p.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on March 8, 2022.



Russ Barley, Mayor

ATTEST:



Kathie Gatewood, City Clerk





City of Freeport

REGULAR COUNCIL MEETING MINUTES

March 8, 2022, 9:00 AM
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilwoman Elizabeth Brannon, Councilman Eddie Farris, Councilman Mark Martin, Councilwoman Elizabeth Haffner, Councilman Tripp Hope

Staff Members Present: City Manager Charlie Simmons, City Attorney Clay Adkinson, Planning Director Latilda Neel, Planning Technician Samantha Graves, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, Billing Supervisor Lourdes Johnson, Sewer Supervisor Robert Fawcett, Wastewater Treatment Supervisor Paul Johnson, Parks & Recreation Director Travis Digges and City Engineer Alex Rouchaleau.

1. Meeting Called to Order

The meeting was called to order at 9:02 a.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

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

3. Recognition of Guests

Mayor Barley welcomed Walton County Commissioner Danny Glidewell, Walton County Technology Support Specialist Jason Cook, and Freeport Sewer Technician Chad Early.

Mayor Barley explained the city has developed an employee recognition program and after sending out nomination forms to the employees an Employee of the Quarter recipient was chosen. Mayor Barley announced the Employee of the Quarter for the first quarter of 2022 is Chad Early. Some of the nomination comments included Chad's

willingness to train employees, work extra hours as a team member, he never complains, keeps busy, a hard worker who is studying for his advanced licensing in the department. The Council thanked him for his dedication to the city and the Mayor presented him with a certificate and gift card.

4. Consent Agenda

a. Bills

b. Regular Council Meeting Minutes – February 24, 2022

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

Moved by: Councilwoman Brannon

Seconded by: Councilman Farris

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

7. Consideration of Additions/Deletions to Agenda

1. Parks and Recreation Director - Updates

8. Approval of Agenda with Additions/Deletions

Moved by: Councilwoman Haffner

Seconded by: Councilman Hope

To approve the Agenda with the specified additions as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

9. Staff Reports

- a. Water
- b. Sewer
- c. Parks

1. Updates:

Barrier-Free Park – Parks Director Digges informed the Council that once the gas lines have been moved, the park construction will increase at a steady pace.

Marse Landing Park – He explained that there is a lot of decking that needs to be replaced and park staff will be working on this a little at a time for the next few months.

Little League – He announced Little League Opening Day is Saturday, March 12, 2022. The ceremony will begin at 9:30am and the games will start at 11:00am.

Westonwood Ranch Rodeo – He reminded the Council the rodeo will be held on Friday, March 25 and Saturday, March 26 beginning at 6:00pm at the Regional Sports Complex.

- d. City Manager

1. Updates

Joint Meeting with Walton County, Defuniak Springs and Paxton – City Manager Simmons thanked the Council for their role in the meeting regarding transportation needs. He expressed his gratitude for their involvement, constructive feedback, and how well they represent the City of Freeport noting he has heard nothing but good things about them.

2. Freeport Water Towers – WildStar Networks – Broadband Equipment Lease

City Manager Simmons said the city has been working with Walton County and WildStar Networks for the last few months on the proposed lease. He noted that Walton County Commissioner Glidewell and IT worker Jason Cook are in attendance as well as Henry Martin from WildStar Networks.

City Attorney Adkinson reminded the Council at the June 8, 2021 Regular Council Meeting that the City Manager and City Attorney were directed to amend the current agreement and present it back to the Council. He said since that time they have had discussions back and forth and are now bringing this back to the Council. He acknowledged Councilwoman Haffner was not present at the June 2021 meeting and answered her concerns about this agreement in relation with the current ordinances in place dealing with cell antennas on non-conforming

structures. He explained this question was brought up in July 2018 when the Council voted to uphold the City Planner and his recommendations that would preclude the placement of cell antennas on any non-conforming structure and as a result no new ordinance was passed. He said this was in response to a bill that was presently going to be passed by the governor based on an FCC directive and a bill never was signed by the governor; therefore, there's no need for them to come back and readdress that because the ability to permit new towers or new antennas of cellular variety going on antennas is something city code already allowed us to do.

Councilwoman Brannon asked if the last meeting on this subject included WildStar Networks building their own tower, to which City Attorney Adkinson replied no. He said at the time Water Supervisor Tuggle inspected the proposed sites and he found North Bay Portland and Windswept to be sufficient. He reminded the Council that City Manager Simmons indicated the antennas would be placed on top of the five well towers, which would give WildStar Networks access to which he opposed. City Attorney Adkinson remembered he was not comfortable with that based on what the City of Paxton had previously experienced. He also noted that the City of Defuniak Springs objected to this as well.

City Manager Simmons told the Council staff looked at the Defuniak Springs tower and viewed photographs he received to ensure due diligence has been met before presenting this back to the Council. He said this agreement would be adding the reuse tower at Hammock Bay and the Sewer Plant.

Mr. Martin addressed City Attorney Adkinson's frequency concern stating they use 3.65 gigahertz which is not 5G technology. He further stated the technology they use is not cellular and they will be providing wireless Internet broadband which is a completely different technology. He informed the Council the technology they use better penetrates the thick tree canopies of Walton County and after performing tests, this is the best frequency for this area. He told them the height of the water towers is best because the more they can shoot past tree lines the more homes they can serve with quality Internet. He next addressed Councilwoman Brannon's question if they can build their own towers, to which he said yes but using existing structures speeds up service introduction and it isn't always possible to find land in the right location. He presented the Council with an updated map showing the locations mentioned. *(Clerk's Note: a copy of the updated map is available in the City Clerk's Office)* He said for areas that have fiber technology, they will perform a "backhaul" which is shooting a signal from one fiber point to another so fiber doesn't have to be at every single location. He said this helps keep costs down so miles and miles of fiber do not have to be installed.

Mr. Martin expressed the struggle in receiving equipment due to COVID-19 and a lack of people applying to work for their company. City Attorney Simmons asked about pricing, which Mr. Martin said there are two plans. Plan one \$60.00 (sixty

dollars) and the other is \$45.00 (forty-five dollars) a month, also mentioning these are the plans the county asked them to offer. City Attorney Simmons asked how price increases were regulated, to which Mr. Martin said it was a percentage increase but did not have details at this meeting. City Manager Simmons asked how things would be handled if the water towers needed to be restored requiring everything to be removed, to which Mr. Martin said he was unsure but would find out. Mr. Martin said if the equipment needed to be removed for restoration it would cause downtime for customers. Councilwoman Haffner asked if there were other places this where this equipment could be placed because she wasn't a fan of it being on the towers, to which Mr. Martin stated no because the water towers were strategically located and the best option. Councilwoman Brannon wondered if the Council could look into changing the ordinance allowing them on billboards, to which City Attorney Adkinson replied that they are dealing with a newer form of technology and the city does not write ordinances to be technology specific and if they tried it may become a discriminatory issue.

Councilwoman Brannon asked if there were any known health issues with radio frequencies of this magnitude that could bother or change water molecular structure that could cause any health issues for residents, to which Mr. Martin replied there are no medical issues with this frequency. He explained radio puts out what is called electric and magnetic fields (EMF) which most everything electronic puts out and 5G (cellular) is more intense than other frequencies. City Attorney Adkinson reminded the Council the frequency levels were discussed at a previous meeting, and they determined it would have no effect. Councilwoman Brannon requested literature from the company to give out to constituents.

Councilman Hope mentioned he was not a Council Member when the original meeting took place but said he was in favor of this technology due to learning during COVID-19 how many students did not have access to Internet for remote learning. He said Mr. Martin worked for the school district prior to WildStar Networks and they both saw firsthand the issue of lack of Internet access affecting students.

Councilwoman Haffner commented that she wanted to be a good partner with Walton County and agrees to the need for affordable Internet for everyone but wants to be sure they do their due diligence. She agreed with Councilwoman Brannon's health concerns noting the residents know the Council banned 5G technology and wants to be sure residents are made aware of the difference between that and the technology proposed today.

Councilman Farris told those involved he appreciates their efforts, and he does not have an issue with approving this proposal for the water towers because he understands it needs to be high enough. He said he also agreed with Councilman Hope regarding students not having access to Internet and something needs to be done for them as well as the community who cannot afford Internet services. He also showed appreciation for Commissioner Glidewell.

City Manager Simmons invited city IT services contractor Sylvester Echols of SLE98 Technology to speak to the Council. Mr. Echols told the Council he reads military studies regarding this technology and said the proposed technology has the same effect as what is already in your televisions, cell phones, microwaves, and the like. He advised it is better to do this now rather than later when it may cost more and have less incentives to implement. He said the reason you want the height of the water tower is because it will take longer to build a structure and zoning and permitting may cause delays. He said this will bring competition to Cox Communications and CenturyLink to lower costs as well. He agreed with Councilman Hope regarding student education and the need for Internet access and mentioned a lack of affordable and reliable Internet Access will hinder businesses from moving to the area. Councilwoman Brannon thanked Mr. Echols for his time in answering her questions.

Mr. Martin agreed with Mr. Echols' assessment and added the need for more Internet Access due to an increase in Telemedicine use.

City Attorney Adkinson told the Council a motion was needed to enter into the lease agreement with WildStar Networks.

Mayor Barley asked if there was any further Council discussion, to which Councilwoman Haffner asked Councilwoman Brannon if she felt better regarding her health concerns. Councilwoman Brannon stated although she was not crazy about putting this on the water towers, she understands the need for it. Councilman Hope exclaimed how amazing it was that some people in Walton County cannot access Internet service and it is not just in rural areas.

Mayor Barley asked for public comment and there was none.

Moved by: Councilman Farris
Seconded by: Councilman Martin

To approve entering the WildStar Networks Broadband Lease Agreement with specifications.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

- e. City Clerk
- f. Finance
- g. Billing
- h. Planning

1. Carr LSA – 2nd Reading

Planning Director Hughes-Neel detailed the proposed Large-Scale Amendment. She said staff recommended the Council approve holding second reading of the proposed ordinance.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment or further Council discussion and there was none.

To approve second reading of Ordinance No. 2022-05 – Carr LSA

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

2. Planning Director Hughes-Neel held second reading:

AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN OF THE CITY OF FREEPORT, SPECIFICALLY THE FUTURE LAND USE MAP, SPECIFICALLY A PORTION OF THE PARCELS IDENTIFIED WITH PARCEL REFERENCE NUMBERS 12-1S-19-23000-003-0000, 13-1S-19-23000-003-0000, 24-1S-19-23000-001-0010, 24-1S-19-23000-001-0001, 25-1S-19-23000-001-0000, 25-1S-19-23000-001-0001, 25-1S-19-23000-004-0000, 25-1S-19-23000-001-0010 AND 36-1S-19-23000-001-0012 CONTAINING 2,007 ACRES MORE OR LESS, FROM COUNTY FUTURE LAND USE DESIGNATION OF LARGE SCALE AGRICULTURE, ESTATE RESIDENTIAL AND RURAL RESIDENTIAL TO THE CITY'S URBAN DEVELOPMENT AND MIXED USE FUTURE LAND USE DESIGNATIONS.

i. Legal

1. Land Purchase – American Metal Bearing

City Attorney Adkinson updated the Council letting them know the land purchase with Doug Duncan closed successfully. He made the Council aware that the 10-acres for American Metal Bearing may become a Land Lease option if Space Force is involved, and he will keep them up to date as things progress.

2. NatureView Agreement – County Highway 3280

Mayor Barley called for public comment and Jay Odom, the project developer thanked the Council and presented the bank check. There was no other public comment.

Moved by: Councilman Farris

Seconded by: Councilman Martin

To approve the NatureView Agreement.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

j. Engineering

1. S. Jackson Street Resurfacing — approval to advertise and bid

City Engineer Rouchaleau asked the Council for a motion to approve the South Jackson Street resurfacing and widening improvement project advertising to put it out for bid.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment or further Council discussion and there was none.

For approval to advertise and put out for bid, the S. Jackson Street resurfacing and widening project.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

10. Old Business

11. New Business

- a. Mayor Russ Barley
- b. Councilwoman Brannon
- c. Councilman Farris
- d. Councilwoman Haffner
- e. Councilman Hope
- f. Councilman Martin

12. Public Comment

Mayor Barley called for public comment.

Defuniak Herald reporter Adrienne Walline Campbell suggested the Mayor and Mr. Odom take a photograph together with the check, to which everyone agreed.

13. Adjournment

Mayor Barley motioned to adjourn. The meeting adjourned at 9:54 a.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on March 24, 2022.



Russ Barley, Mayor

ATTEST:


Kathie Gatewood, City Clerk



City of Freeport

REGULAR COUNCIL MEETING MINUTES

March 24, 2022, 6:30 PM
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilwoman Elizabeth Brannon, Councilman Mark Martin, Councilwoman Elizabeth Haffner

Staff Members Present: City Manager Charlie Simmons, City Attorney Clay Adkinson, Planning Technician Samantha Graves, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, Billing Supervisor Lourdes Johnson, Sewer Supervisor Robert Fawcett, Wastewater Treatment Supervisor Paul Johnson, Parks & Recreation Director Travis Digges, and City Engineer Alex Rouchaleau.

City Clerk's Note: Councilman Farris and Councilman Hope were absent with notice.

1. Meeting Called to Order

The meeting was called to order at 6:30 p.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

The invocation was given by Councilwoman Haffner, followed by the Pledge of Allegiance to the American Flag.

3. Recognition of Guests

Mayor Barley welcomed Walton County Commissioner "Boots" McCormick, Walton County Deputy Administrator Tony Cornman, and State Representative Candidate Shane Abbott to the meeting.

4. Consent Agenda

a. Bills

b. Regular Council Meeting Minutes – March 8, 2022

(Continue next page)

c. Memo to Council - Water and Wastewater Capacity Fees

d. Revenue & Expenditure Report through February 2022

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

7. Consideration of Additions/Deletions to Agenda

1. Parks and Recreation Director – Park Field Rentals and Point and Pay

2. City Manager – Marquis Way Appraisal

8. Approval of Agenda with Additions/Deletions

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

To approve the Agenda with the specified additions as presented.

A roll call vote was ordered, and the vote was as follows:

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

9. Staff Reports

a. Water

b. Sewer

(Continue next page)

c. Parks

1. Updates

Parks and Recreation Director Digges told the Council for the last few months the Sports Complex has experienced a lot of vandalism. He has enlisted the help of the Walton County Sheriff's Office to monitor the areas and keep the bathrooms locked at night. He said the WCSO has arrested two minors for vandalism. He is getting quotes for security cameras not previously budgeted for to help combat the activity and will present it to the Council soon.

He informed the Council he will begin hiring for the Community Pool on April 4. He stated he wanted to be sure he had enough time to train new hires in case there was an issue with returning hires.

2. Regional Sports Complex Rentals

Parks Director Digges

Director Digges presented the Council with a tennis rental agreement and asked for a motion to approve. After a discuss, City Attorney Adkinson recommended amended language and the Council agreed.

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the tennis rental agreement with the amended language.

A roll call vote was ordered, and the vote was as follows:

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the disc golf tournament fee of \$100.00 with amended language.

A roll call vote was ordered, and the vote was as follows:

(Continue on next page)

Councilwoman Brannon: aye
Councilwoman Haffner: aye
Councilman Martin: aye

Carried.

3. Website – Park Field Rentals

Parks Director Digges presented the Council with a proposed online parks department rental concept for the city website. He said this would free up more time as he is now performing this manually.

Moved by: Councilwoman Brannon
Seconded by: Councilwoman Haffner

Mayor Barley called for public comment or further Council discussion and there was none.

To approve a Parks Department expenditure for online rentals not to exceed \$1,500.00.

A roll call vote was ordered, and the vote was as follows:

Councilwoman Brannon: aye
Councilwoman Haffner: aye
Councilman Martin: aye

Carried.

4. Point and Pay – Park Rentals

Parks Director discussed with the Council the need to expand the city's Point and Pay service to use for the new park rentals portion of the city website once completed. He asked for a motion to approve the agreement with approved changes.

Moved by: Councilwoman Brannon
Seconded by: Councilman Martin

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the Point N' Pay agreement with approved changes.

(Continue on next page)

A roll call vote was ordered, and the vote was as follows:

Councilwoman Brannon: aye
Councilwoman Haffner: aye
Councilman Martin: aye

Carried.

d. City Manager

1. Updates

City Manager Simmons told the Council he has been working on the redistricting maps.

City Manager Simmons commended Water Supervisor Tuggle for his department response to lightning causing a water outage. He appreciated the employees resolving the matter quickly and working as a team.

2. Purchase of Sewer Department Bypass Pumps

City Manager Simmons asked the Council to approve an expenditure for sewer department bypass pumps. He said one was previously budgeted for and the other four are not budgeted for. Councilwoman Haffner asked if there was money in the budget to purchase the bypass pumps and Finance Officer Bowers said yes in the sewer reserves.

Moved by: Councilman Martin

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the purchase of one Bypass Pump for the Sewer Department

A roll call vote was ordered, and the vote was as follows:

Councilwoman Brannon: aye
Councilwoman Haffner: aye
Councilman Martin: aye

Carried.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

(Continue on next page)

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the purchase of four (4) Bypass Pumps for the Sewer Department

A roll call vote was ordered, and the vote was as follows:

Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

3. Marquis Way Appraisals

City Manager Simmons asked the Council for a motion to approve up to two appraisals for Marquis Way.

Moved by: Councilman Martin

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment or further Council discussion and there was none.

To approve up to two appraisals for the Marquis Way project.

A roll call vote was ordered, and the vote was as follows:

Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

e. City Clerk

f. Finance

1. Owls Head Farms Capacity Fees

Finance Officer Bowers presented the Council with the background information regarding her request and asked if there were any questions and there were none. She explained that the city has an agreement with Owl's Head Farm and they have paid their second installment which leaves two more installments left. She reminded the Council that Dewberry and North Florida Construction are part of the

(Continue on next page)

agreement. She asked for a motion to use the sewer capacity fees for their construction project. She requested two motions, one for the installment just made to move to sewer operating and a second motion to move the two future payments as they are made.

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment or further Council discussion and there was none.

To approve using paid Sewer Capacity Fees in the amount of \$553,504.74 into the Sewer Operating account to go towards construction costs for this project.

A roll call vote was ordered, and the vote was as follows:

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment or further Council discussion and there was none.

To approve moving the remaining two sewer capacity fee installments of \$594,747.63 each (\$1,189,747.63 total) to the Sewer Operating account as they are paid.

A roll call vote was ordered, and the vote was as follows:

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

- g. Billing
- h. Planning
- i. Legal
- j. Engineering

(Continue on next page)

1. US 331 South Utility Expansion – Legislative Appropriation

City Engineer Rouchaleau asked the Council for a motion to approve execution of the Legislative Appropriation agreement for the US 331 South Utility Expansion.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the execution of the US 331 South Utility Expansion Legislative Appropriation agreement.

A roll call vote was ordered, and the vote was as follows:

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

10. Old Business

11. New Business

a. Mayor Russ Barley

1. National Day of Prayer at City Hall request for approval

Mayor Barley asked the Council for a motion to approve the National Day of Prayer to be held at City Hall on May 5, 2022 from noon to 1pm.

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the National Day of Prayer to be held at City Hall on May 5, 2022 from noon to 1pm.

A roll call vote was ordered, and the vote was as follows:

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

- b. Councilwoman Brannon
- c. Councilman Farris
- d. Councilwoman Haffner
- e. Councilman Hope
- f. Councilman Martin

1. Transportation Advisory Committee Meeting Update

Councilman Martin gave the Council an update on the priority list for improvements noting that Marquis Way was Freeport's top project.

2. TPO Citizen's Advisory Committee Appointment

Councilman Martin asked to table this item until the April 12, 2022 meeting.

Moved by: Councilman Martin

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment or further Council discussion and there was none.

To approve tabling TPO Citizen's Advisory Committee Appointment until the April 12, 2022 meeting.

A roll call vote was ordered, and the vote was as follows:

Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

12. Public Comment

Mayor Barley called for public comment and there was none.

13. Adjournment

Mayor Barley motioned to adjourn. The meeting adjourned at 7:05 p.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on May 26, 2022.

(Continue on next page)

REGULAR CITY COUNCIL MEETING – MARCH 24, 2022



Russ Barley, Mayor

ATTEST:



Kathie Gatewood, City Clerk





City of Freeport

REGULAR COUNCIL MEETING MINUTES

April 12, 2022, 9:00 AM
Council Chambers, Freeport City Hall

Council Members Present: Councilman Eddie Farris, Councilman Mark Martin, Councilwoman Elizabeth Haffner, Councilman Tripp Hope

Staff Members Present: City Manager Charlie Simmons, City Attorney Clay Adkinson, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, and Billing Supervisor Lourdes Johnson. Planning Director Latilda Hughes-Neel, Water Supervisor Larry Tuggle, Wastewater Treatment Supervisor Paul Johnson, Parks & Recreation Director Travis Digges, Planning Technician Samantha Graves, and City Engineer Alex Rouchaleau.

City Clerk's Note: Mayor Barley and Councilwoman Brannon were absent with notice.

1. Meeting Called to Order

The meeting was called to order at 9:00 a.m. by Council President Farris in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

The invocation was given by Councilwoman Haffner, followed by the Pledge of Allegiance to the American Flag.

3. Recognition of Guests

Council President Farris welcomed Walton County Commissioner Mike Barker, Liberty Partners Jennifer Green, and Tim Parsons.

He also welcomed City of Freeport employees Frank Grant (wastewater), Gary Thomas (water) and Jennifer Duke (water) and thanked them for their years of service to the city and presented them with a certificate.

4. Consent Agenda

a. Bills

5. Public Comment on Consent Agenda

Council President Farris called for public comment and there was none.

6. Approval of Consent Agenda

Moved by: Councilwoman Haffner

Seconded by: Councilman Hope

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Councilman Hope aye

Carried.

7. Consideration of Additions/Deletions to Agenda

1. City Manager - Network System Administrator

8. Approval of Agenda with Additions/Deletions

Moved by: Councilman Martin

Seconded by: Councilman Hope

To approve the Agenda with the specified additions as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Councilman Hope aye

Carried.

9. Staff Reports

a. Water

b. Sewer

1. Sewer & Water Generator Maintenance Contract

(Continued on next page)

City Manager Simmons asked to remove this item due to the Wastewater Treatment Supervisor not being able to attend due to an emergency.

c. Parks

1. Updates

Parks & Recreation Director Digges told the Council the retention pond for the Barrier-Free Park was complete. He also let them know the Freeport Disc Golf Classic would be held on May 14.

2. Regional Sports Complex – Security Cameras

Parks and Recreation Director Digges requested to purchase unbudgeted security cameras for the Sports Complex due to the high activity of vandalism that has occurred over the last few months. Councilman Farris asked how much the cameras would be and if Parks had it in their budget and Finance Officer Bowers said there was grant match money in their budget, so yes, they do. Parks and Recreation Director Digges said the security cameras would be approximately \$27,000 and the Walton County Sheriff's Office would be monitoring the area, which Councilman Hope said he appreciated.

Council President Farris called for public comment and there was none.

Moved by: Councilwoman Haffner

Seconded by: Councilman Hope

To approve the purchase of unbudgeted security cameras for the Sports Complex.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

d. City Manager

1. City Progress Report 2018-2022

City Manager Simmons thanked City Clerk Gatewood for putting the report together. He said he had been thinking of putting a report together for a long time

(Continued on next page)

to show the residents everything that has accomplished. He said he also wanted the City Council to see all the hard work they put into steering the city on the right path for growth. He presented the City Council with the report and went through each page.

City Clerk's Note: A digital copy of the report can be found on the City Website under the Mayor and Council tab or by contacting the City Clerk's Office.

e. City Clerk

1. FACC Summer Academy Attendance Approval

City Clerk Gatewood asked the Council for approval to attend the FACC Summer Academy in Orlando, Florida.

Council President Farris called for public comment and there was none.

Moved by: Council

Seconded by: Council

To approve the City Clerk Gatewood to attend the June 19-22 FACC Summer Academy Conference in Orlando, Florida.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

2. Network System Administrator

City Clerk Gatewood informed the Council that the contracted IT Consultants had given the city a 30-day notice. She said staff would like to hire an in-house IT staff member. She explained that SLE98, the current IT consultants, told staff a Network System Administrator is the job position title needed. She explained if the perfect candidate was found with everything the city was looking for, this position would pay around \$85,000 a year. If someone with less experience and certifications were found, they could be hired with the understanding that they would be expected to achieve certifications during their employment to achieve the knowledge the city needs. She stated having an in-house staff member

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would speed up response time which has been an on-going issue.

City Clerk Gatewood asked the Council for a motion to approve hiring an in-house Network System Administrator.

Council President Farris called for public comment and there was none.

Moved by: Councilman Martin

Seconded by: Councilwoman Haffner

To approve hiring an in-house Network System Administrator.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

f. Finance

1. Budget Amendment – purchase of four additional bypass pumps

Finance Officer Bowers asked the Council for a motion to approve the proposed budget amendment for four additional bypass pumps.

Council President Farris called for public comment and there was none.

Moved by: Councilwoman Haffner

Seconded by: Councilman Hope

To approve the proposed budget amendment to purchase four additional bypass pumps.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

g. Billing

h. Planning

(Continued on next page)

i. Legal

City Clerk's Note: from 9:32am through 9:37am City Clerk Gatewood left the meeting due to illness and Planning Director Hughes-Neel recorded the actions of the Council for the Engineering portion of the agenda.

j. Engineering

1. Proposed CO for US 331 N Sewer project – upsizing bypass pumps

City Engineer Rouchaleau asked the Council for a motion to approve the proposal to upsize the US 331 N Sewer Project bypass pumps which will increase the cost by \$146,814.

Council President Farris called for public comment and there was none.

Moved by: Councilwoman Haffner

Seconded by: Councilman Martin

To approve the project change order to upsize the bypass pumps for the US 331 N Sewer Project.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

10. Old Business

11. New Business

1. Liberty Partners - 2022 Legislative Session brief overview

Jennifer Green and Tim Parsons of Liberty Partners gave the Council a legislative update.

2. City Manager Simmons told the Council when he started creating the City Progress Report, he had not realized that four years had gone by. He recalled how he was a Freeport Council Member then the Parks and Recreation Director and finally the City Manager. He gave thanks to the Mayor, the Council Members and all of the employees. He asked that the Council help him find his replacement, that life is about chapters and his with Freeport was nearing the end.

(Continued on next page)

He showed great appreciation for his time with the city and said he would miss it very much. The Council and Staff thanked him for all his hard work and agreed to starting the process of finding the right replacement.

- a. Mayor Russ Barley
- b. Councilwoman Brannon
- c. Councilman Farris
- d. Councilwoman Haffner
- e. Councilman Hope
- f. Councilman Martin

12. Public Comment

Council President Farris called for public comment and there was none.

13. Adjournment

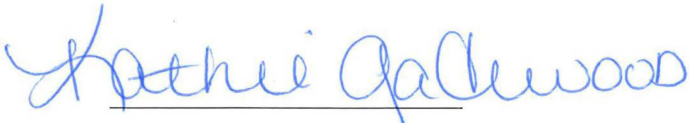
Council President Farris motioned to adjourn. The meeting adjourned at 10:09 a.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on May 26, 2022.



Russ Barley, Mayor

ATTEST:


Kathie Gatewood, City Clerk



City of Freeport

SPECIAL COUNCIL MEETING MINUTES

April 28, 2022, 5:15 PM

Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilwoman Elizabeth Brannon, Councilman Eddie Farris, Councilman Mark Martin, Councilwoman Elizabeth Haffner, Councilman Tripp Hope

Staff Members Present: City Manager Charlie Simmons, City Attorney Clay Adkinson, Finance Officer Sara Bowers, and City Clerk Kathie Gatewood

1. Meeting Called to Order

The meeting was called to order at 5:15 p.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. City Manager Position Discussion

Mayor Barley said the purpose of the meeting was to discuss the City Manager position and turned the meeting over to City Manager Simmons. City Manager Simmons felt it was appropriate to discuss a timeline regarding when the City Manager position would change hands to a new hire. He told the City Council he still had three things on his list of things to complete and he wanted to see them through. He believed his departure would happen at the end of May; to which Councilman Farris asked him if it would be possible for him to stay through mid to the end of June. City Manager Simmons agreed providing it was still necessary. Councilman Hope expressed that it would take more than one week for someone new to learn the ropes of the position. City Attorney Adkinson noted the previous two hiring searches for City Manager took entirely too long and the city needs to prepare for the budget process very soon. He also commented that Walton County recently used an executive search, and it took about 180 days to complete. He suggested that City Manager Simmons recommend someone to carry about the existing goals of the city. Councilman Hope said transition is tough with some much going on with the city and they should think of someone to step in. Councilwoman Haffner expressed a need to hire someone familiar with Freeport and has connections in the county and Tallahassee. She said she didn't feel an executive search was the best option. City Attorney Adkinson said according to the charter that the City Council can't appoint

someone. Councilman Farris said they need to find someone who can carry out existing goals still look at the broader vision and future of the city. City Manager Simmons suggested that he could bring a job candidate forward; to which Councilman Farris said he would make sure it was the right person. Councilwoman Brannon thanked City Manager Simmons for his service to the city and stated he set the bar high. City Attorney Adkinson said based on the discussion a motion would be appropriate to give City Manager Simmons direction.

Moved by: Councilwoman Brannon
Seconded by: Councilman Farris

To authorize City Manager Simmons to begin looking at and entering discussions as necessary with potential city manager replacements.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

12. Public Comment


Mayor Barley called for public comment.

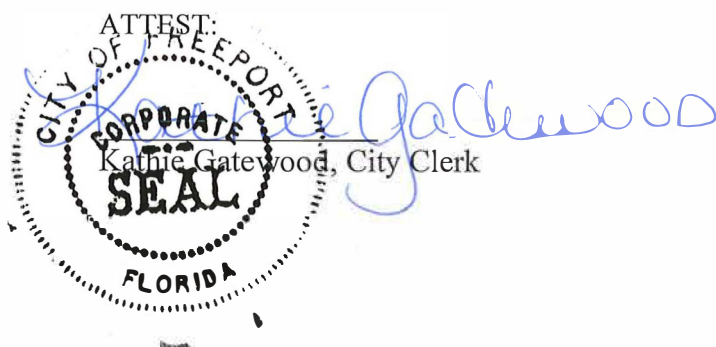
Jay Odom thanked City Manager Simmons for all his work. He said the city can't thank him enough for all the big accomplishments he has given to the community. He offered to sponsor a farewell event for City Manager Simmons.

13. Adjournment

Mayor Barley motioned to adjourn. The meeting adjourned at 5:31 p.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on May 26, 2022.


Russ Barley, Mayor





City of Freeport

REGULAR COUNCIL MEETING MINUTES

April 28, 2022, 6:30 PM
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilwoman Elizabeth Brannon, Councilman Eddie Farris, Councilman Mark Martin, Councilwoman Elizabeth Haffner, Councilman Tripp Hope

Staff Members Present: City Manager Charlie Simmons, City Attorney Clay Adkinson, Planning Director Latilda Neel, Planning Technician Samantha Graves, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, Wastewater Treatment Supervisor Paul Johnson, Parks & Recreation Director Travis Digges, and City Engineer Alex Rouchaleau.

1. Meeting Called to Order

The meeting was called to order at 6:30 p.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

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

3. Recognition of Guests

4. Consent Agenda

a. Bills

b. Revenue and Expenditure Report through March 31, 2022

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

(Continued on next page)

Moved by: Councilwoman Haffner
Seconded by: Councilwoman Brannon

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

7. Consideration of Additions/Deletions to Agenda

1. Finance – Budget Amendment
2. City Clerk - NetData Agreement
3. City Manager – Governmental Complex Update

8. Approval of Agenda with Additions/Deletions

Moved by: Councilman Farris
Seconded by: Councilwoman Haffner

To approve the Agenda with the specified additions as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

9. Staff Reports

a. Water

1. Florida Power & Light Easement Agreement

City Attorney Adkinson asked the Council for a motion to table this item.

(Continued on next page)

Moved by: Councilwoman Brannon
Seconded by: Councilwoman Haffner

Mayor Barley called for public comment or further Council discussion and there was none.

To approve tabling the Florida Power & Light Easement Agreement.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

b. Sewer

1. Sewer & Water Generator Maintenance Contract

City Manager Simmons told the Council they have been trying to get a generator maintenance contract for water, sewer, and City Hall.

Wastewater Treatment Supervisor Johnson advised the Council that he had three bids for a sewer and water generator maintenance contract. He stated the lowest bid was from Emergency Standby Power in Fort Walton Beach for \$6,150.00 a year. He asked the Council for a motion to approve the contract.

Moved by: Councilwoman Haffner
Seconded by: Councilwoman Brannon

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the Sewer & Water Generator Maintenance Contract with Emergency Standby Power for \$6,150.00 a year.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

(Continued on next page)

c. Parks

1. Updates

Parks and Recreation Director Digges updated the Council regarding the Barrier-Free Park saying the parking lot sidewalks have been poured and they are starting on the pavement and striping next week and are hoping to have the area open by the time the Community Pool opens on Monday, May 30, 2022. City Manager Simmons commended Parks Director Digges for staying on top of the construction and ensuring everything is taken care of.

d. City Manager

1. Governmental Complex Update

City Manager Simmons told the Council a survey had been completed on the entire Governmental Complex. He told the Council this was partially needed for the Barrier-Free Park and for the new Community Center as well as the Freeport Library expansion.

e. City Clerk

1. NetData

City Clerk Gatewood explained to the Council that since the last update regarding IT, that she has engaged with a company named NetData to perform a network audit to assess the technological situation of the city network system. She invited Jonathan Howell, a NetData representative, to the podium to describe the results of the network audit.

Mr. Howell told the Council the city network system was not in horrible condition but that there is a lot of domain general cleanup that needs to be done due to outdated information left behind. He explained with outdated information left behind and active can create points of vulnerability which become high security concerns. He said after speaking with City Clerk Gatewood he understands there have been many holes in past services that have caused issues which his company can help with. He expressed that his company could help by taking over the entirety of the services until the city finds a help desk support employee then help and guide the city and share control of the network. Councilman Martin asked where the city was on the advertisement that was approved at the last meeting; to which City Clerk Gatewood replied that the city will be looking for a Help Desk Support employee and not a Network System Administrator so a new description

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will be completed the next Monday. Councilwoman Haffner asked about the pay difference between the two job titles; to which City Clerk Gatewood replied that the Help Desk Support job was less per year with a starting salary of \$35,000 for entry level and a salary cap of \$50,000. She explained that the Help Desk Support employee would be required to obtain certifications within a given timeframe and train to become a Network System Administrator. Once an employee gained enough training and experience the city would lessen their reliance on NetData. Councilman Martin thanked citizen Uriah Matthews for his guidance and helping City Clerk Gatewood with insight for the matter. City Clerk Gatewood also thanked him.

City Attorney Adkinson provided the following comments for the NetData agreement.

1. Page 12 – Confidentiality – add a sentence to the end that says: The parties agree and acknowledge that this provision shall be subject to Chapter 119 of Florida Statutes and disclosures thereunder are specifically authorized.
2. Pages 16 and 17 - remove all references to arbitration.
3. Section 17 – Agreement shall be in Walton County, Florida.
4. Section 19 – Add City Authorized IT Employee

City Attorney Adkinson asked the Council for a motion to approve the NetData agreement with the changes he recommended, to be immediately executed by the city.

Mayor Barley asked for public comment and there was none.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

To approve the NetData Agreement with the recommended City Attorney changes.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

(Continued on next page)

f. Finance

1. Budget Amendment – Sports Complex security cameras

Finance Officer Bowers asked the Council for a motion to approve the proposed budget amendment for security cameras at the Sports Complex.

Mayor Barley asked for public comment and there was none.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

To approve the proposed budget amendment to purchase security cameras for the Sports Complex.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

1. Budget Amendment -- 4th of July Fireworks monetary donation.

Finance Officer Bowers asked the Council for a motion to approve the proposed budget amendment for a 4th of July fireworks monetary donation.

Mayor Barley asked for public comment and there was none.

Moved by: Councilwoman Haffner

Seconded by: Councilman Hope

To approve the proposed budget amendment for a 4th of July fireworks monetary donation.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

(Continued on next page)

g. Billing

h. Planning

1. Walsh Development Group Re-Zoning/First Reading

Planning Director Hughes-Neel detailed the proposed Large-Scale Amendment. She said staff recommended the Council approve holding second reading of the proposed ordinance. She commented that many people have asked if this proposal was from the Walsh Development construction company that had closed their business; to which she said it was not and this is a completely different business.

Moved by: Councilman Farris

Seconded by: Councilman Martin

Mayor Barley called for public comment or further Council discussion and there was none.

To approve first reading of the Walsh Development Group Re-Zoning

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

Planning Director Hughes-Neel held first reading:

AN ORDINANCE AMENDING THE ZONING MAP SERIES INCLUDED BY REFERENCE IN ARTICLE 3 OF THE LAND DEVELOPMENT CODE OF THE CITY OF FREEPORT, SPECIFICALLY THE PARCEL IDENTIFIED WITH PROPERTY REFERENCE NUMBER 10-IS-19-23000-007-0010 CONTAINING APPROXIMATELY 1.003 ACRES MORE OR LESS AND DESCRIBED BY THE LEGAL DESCRIPTION CONTAINED IN SECTION 1 BELOW AMENDING THE ZONING ASSIGNMENT AND ASSIGNING ZONING FROM IDGH DENSITY RESIDENTIAL TO GENERAL COMMERCIAL.

i. Legal

(Continued on next page)

j. Engineering

10. Old Business

11. New Business

a. Mayor Russ Barley

1. 4th of July Parade

Mayor Barley explained to the Council that to apply with FDOT for road closure permission, the city needed to provide approved minutes showing the Council approved of the 4th of July Parade and Fireworks Show. He asked the Council for a motion.

Moved by: Councilman Hope

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the city to hold the annual 4th of July parade on Monday, July 4, 2022 at 4:00pm.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

b. Councilwoman Brannon

c. Councilman Farris

d. Councilwoman Haffner

1. Skate Park Update

Councilwoman Haffner told the Council a skate park has been a subject of discussion for many years, and she has spoken with City Manager Simmons about it multiple times and its high expense. She said she investigated what Walton County spent on their park and it was approximately \$500,000. She said the county told her as far as grants are

(Continued on next page)

concerned, they received one from the Tony Hawk Foundation for about \$10,000-\$15,000 otherwise the park is county funded. She said she spoke with Liberty Partners regarding grants and there few to no options with exception of the Tony Hawk Foundation Grant but that they will continue searching for funds to help. Parks and Recreation Director Digges reminded the Council that the costs given for the county skate park were for a few years prior and it will be more expensive now. He said in addition to a skate park the other most requested items are pickleball courts and a dog park. City Manager Simmons said the Parks Department is considering changing the basketball courts next to the Community Pool into Pickleball Courts and a location for a dog park has been identified and the city is starting to put together a plan for it.

- e. Councilman Hope
- f. Councilman Martin

Councilman Martin informed the Council that based on the earlier information in the Special Council Meeting regarding the City Manager position that he would be pursuing that position and he wanted to be up front about it. He asked that the City Attorney let him know what he needs to do or not do based on the Council's action at the Special Council Meeting.

12. Public Comment

Mayor Barley called for public comment and there was none.

13. Adjournment

Mayor Barley motioned to adjourn. The meeting adjourned at 7:04 p.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on May 26, 2022.



Russ Barley, Mayor

ATTEST:





City of Freeport

REGULAR COUNCIL MEETING MINUTES

May 10, 2022, 9:00 AM
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilwoman Elizabeth Brannon, Councilman Eddie Farris, Councilman Mark Martin, Councilwoman Elizabeth Haffner, Councilman Tripp Hope

Staff Members Present: City Manager Charlie Simmons, City Attorney Clay Adkinson, Planning Director Latilda Neel, Planning Technician Samantha Graves, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, Billing Supervisor Lourdes Johnson, Wastewater Treatment Supervisor Paul Johnson, Parks & Recreation Director Travis Digges and City Engineer Alex Rouchaleau.

1. Meeting Called to Order

The meeting was called to order at 9:01 a.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

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

3. Recognition of Guests

4. Consent Agenda

a. Bills

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

(Continued on next page)

Moved by: Councilwoman Haffner
Seconded by: Councilman Farris

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

7. Consideration of Additions/Deletions to Agenda

1. Planning Director – of TPO Citizens Advisory Board
3. City Manager – Updates

8. Approval of Agenda with Additions/Deletions

Moved by: Councilwoman Brannon
Seconded by: Councilwoman Haffner

To approve the Agenda with the specified additions as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

9. Staff Reports

- a. Water
- b. Sewer
- c. Parks
- d. City Manager
 1. Employee Mid-Year Raises

(Continued on next page)

City Manager Simmons said with inflation causing price increases for everything that he wanted to propose a pay increase for city employees. He said the increase would be in two steps. An eight-percent increase starting June 4, 2022 and another pay increase (based on the original pay, not compounded) on October 1, 2022. The total increase would be about 15.38-percent and get the city to the average starting pay in our area. He said this pay increase would exclude the City Manager and Wastewater Treatment Supervisor whose pay he believes is in the right place. Councilmen Farris and Hope both expressed appreciation and support of City Manager Simmons' efforts on behalf of the employees.

Mayor Barley asked for public comment and there was none.

Moved by: Councilman Farris
Seconded by: Councilman Hope

To approve the proposed mid-year pay increases.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

2. City Manager Open Position Clarification

City Manager Simmons asked the Council for clarification on the search of a new City Manager. He asked if he was to look for his replacement or to bring possible replacements to the Council so they could decide. He let the Council know he placed the job position only on the website as to keep the search local. City Attorney Adkinson quoted an excerpt of the meeting in question with, "to authorize city manager Charlie Simmons to begin looking at and entering into discussions necessary with potential city manager replacements." City Attorney Adkinson said he believed the motion would allow the City Manager to have discussions with the potential city manager replacements and it would allow him to make a recommendation to the Council. He said if this would incorrect, the Council should make that known, to which no one did. Councilwoman Brannon recalled the last meeting and stated that was her understanding of the motion, for City Manager Simmons to bring them a recommendation. Councilman Hope said City Manager Simmons knows exactly what the job entails, and they need his recommendation, to which Councilman Farris agreed with. City Attorney

(Continued on next page)

Adkinson concluded that the Council will be waiting for a recommendation from City Manager Adkinson and will decide the next steps once that happens.

- e. City Clerk
- f. Finance
- g. Billing
- h. Planning

1. Appointment to the TPO Citizens Committee

Planning Director Hughes-Neel told the Council that Freeport's appointment to the TPO Citizens Committee can no longer fulfil their duties and a replacement is needed. She said she received a recommendation from Councilman Farris to appoint Gary Adams to the committee. She said he was a good fit, active in the community and has the free time to attend the daytime meetings. She asked the Council for a motion to appoint Mr. Adams to the committee. |

(Continued on next page)

Mayor Barley asked for public comment and there was none.

Moved by: Councilman Hope

Seconded by: Councilman Farris

To appoint Gary Adams to the Transportation Planning Organization Citizens Committee to represent the City of Freeport.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

- i. Legal

1. H&T and Tyler Annexation – first reading

City Attorney Adkinson told the Council the property in question is north of SR 20 on the western side of 83A. He asked the Council for a motion to hold first reading.

Mayor Barley asked for public comment and there was none.

(Continued on next page)

Moved by: Councilman Hope
Seconded by: Councilman Farris

To approve first reading for the H&T and Tyler Annexation Ordinance

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

City Attorney Adkinson held first reading for the H&T and Tyler Annexation Ordinance. The ordinance number will be determined at second reading.

AN ORDINANCE ANNEXING TO THE TERRITORIAL LIMITS OF THE CITY OF FREEPORT, FLORIDA, CERTAIN PROPERTY AND REDEFINING THE BOUNDARIES OF THE CITY FREEPORT, FLORIDA, SO AS TO INCLUDE THEREIN THE PROPERTY ANNEXED HEREIN, IN ACCORDANCE WITH THE VOLUNTARY ANNEXATION PROVISIONS OF FLORIDA STATUTES SECTION 171.044, PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

2. Request Executive Session in re: Podraza v. City of Freeport

City Attorney Adkinson asked the Council for a motion to set a closed-door Special Meeting/Executive Session at 6:00pm on Thursday, May 26, 2022 re: Podraza v. City of Freeport. He said the meeting would be less than 30 minutes long and could be held before the Regular Council Meeting.

Mayor Barley asked for public comment and there was none.

Moved by: Councilman Farris
Seconded by: Councilwoman Haffner

To approve an Executive Session Special Meeting on Thursday, May 26, 2022 at 6:00pm.

A roll call vote was ordered, and the vote was as follows:

(Continued on next page)



Councilman Farris: aye
Councilwoman Brannon: aye
Councilwoman Haffner: aye
Councilman Martin: aye
Councilman Hope aye

Carried.

j. Engineering

1. S. Jackson St. Roadway Resurfacing- Bid results.

City Engineer Rouchaleau told the Council the bids received were well beyond normal pricing and asked the Council for a motion to reject the bids, to which Councilwoman Haffner said she did not want to approve or deny any bids without seeing the paperwork. The item was tabled to the next meeting.

10. Old Business

11. New Business

- a. Mayor Russ Barley
- b. Councilwoman Brannon
- c. Councilman Farris
- d. Councilwoman Haffner
- e. Councilman Hope
- f. Councilman Martin

12. Public Comment

Mayor Barley called for public comment and there was none.

13. Adjournment

Mayor Barley motioned to adjourn. The meeting adjourned at 9:23 a.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on May 26,





City of Freeport

REGULAR COUNCIL MEETING MINUTES

May 26, 2022, 6:30 PM

Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilman Farris, Councilwoman Elizabeth Brannon, Councilman Mark Martin, Councilwoman Elizabeth Haffner, and Councilman Hope

Staff Members Present: City Manager Charlie Simmons, City Attorney Clay Adkinson, Planning Technician Samantha Graves, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, Billing Supervisor Lourdes Johnson, Sewer Supervisor Robert Fawcett, Wastewater Treatment Supervisor Paul Johnson, Parks & Recreation Director Travis Digges, and City Engineer Alex Rouchaleau

1. Meeting Called to Order

The meeting was called to order at 6:30 p.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

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

3. Recognition of Guests

Mayor Barley welcomed the beauty pageant queens from Freeport, Walton County, and Defuniak Springs. He congratulated them on their accomplishments and for attending the meeting.

(Continued on next page)

4. Consent Agenda

- a. Bills
- b. Regular Council Meeting Minutes – April 12, 2022
- c. Special Council Meeting Minutes – April 28, 2022
- d. Regular Council Meeting Minutes – April 28, 2022
- e. Regular Council Meeting Minutes – May 10, 2022
- f. Revenue & Expenditure Report through April 2022

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

7. Consideration of Additions/Deletions to Agenda

There were no additions or deletions to the agenda.

8. Approval of Agenda with Additions/Deletions

There were no additions or deletions to the agenda.

9. Staff Reports

- a. Water
- b. Sewer
- c. Parks

(Continued on next page)

d. City Manager

1. City Manager Position

City Manager Simmons told the Council he spoke with the City Attorney and City Clerk about the City Manager qualifications and wanted to start the interview process with the Council on the week of June 20, 2022. City Attorney Adkinson said the City Manager and City Clerk will give him the resumes of the applied candidates received through close of business on May 27, 2022, and a determination will be made as to who meets the minimum qualifications. He said anyone who meets the minimum qualifications will advance to meet with individual Council Members at City Hall. Once the interviews are complete, the Council will decide whether they would like to hold a Special Meeting for the purposes of candidate discussion/hiring, or if they would like to have that occur at the June 23, 2022 Regular Council Meeting.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the City Attorney, City Manager, and City Clerk to review City Manager applications received through May 27, 2022 at 4pm for the sake of determining which candidates meet the minimum qualifications, as well as scheduling those candidates for individual interviews with the City Council Members on the week of June 20, 2022. Any applications received after May 27, 2022 at 4pm will be considered in a 2nd round should the Council not hire someone from the 1st round of candidates.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

e. City Clerk

f. Finance

1. Budget Amendment

(Continued on next page)

Finance Director Bowers asked the Council for approval for the budget amendment proposed for salary increases approved at the last council meeting.

Moved by: Councilwoman Brannon

Seconded by: Councilman Hope

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the proposed Budget Amendment for salary increases

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

g. Billing

h. Planning

1. Walsh Development Group Re-Zoning/2nd Reading of Ordinance

Planning Director Hughes-Neel asked the Council for a motion to approve second reading of the proposed ordinance.

Moved by: Councilwoman Brannon

Seconded by: Councilman Hope

Mayor Barley called for public comment or further Council discussion and there was none.

To approve holding second reading for the proposed Walsh Development Group Re-Zoning ordinance.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

(Continued on next page)

Planning Director Hughes-Neel held second reading for ordinance 2022-06.

AN ORDINANCE AMENDING THE ZONING MAP SERIES INCLUDED BY REFERENCE IN ARTICLE 3 OF THE LAND DEVELOPMENT CODE OF THE CITY OF FREEPORT, SPECIFICALLY THE PARCEL IDENTIFIED WITH PROPERTY REFERENCE NUMBER 10-1S-19-23000-007-0010 CONTAINING APPROXIMATELY 1.003 ACRES MORE OR LESS AND DESCRIBED BY THE LEGAL DESCRIPTION CONTAINED IN SECTION 1 BELOW AMENDING THE ZONING ASSIGNMENT AND ASSIGNING ZONING FROM HIGH DENSITY RESIDENTIAL TO GENERAL COMMERCIAL.

2. Freeport Shipyard & Marina Development Application

Planning Director Hughes-Neel explained to the Council that this area has changed hands and will still be used as a shipyard and marina. She said staff is recommending approval of the application submitted with the following conditions: off-site improvements be submitted separately for review and approval by the city and must be completed prior to the city's final inspection and issuance of the Certificate of Occupancy, and no parking on Shipyard Road or in Marse Landing Park by the users of the shipyard.

Moved by: Councilman Farris

Seconded by: Councilman Martin

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the Freeport Shipyard & Marina Development Application with conditions

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

3. Land Development Code Revisions/1st Reading of Ordinance

Planning Director Hughes-Neel summarized the Land Development Code revisions for the Council and stated she would not be seeking action for the matter

(Continued on next page)

at this time. She said she would bring it back to the Council at the next regular meeting to ensure all questions and concerns have been addressed before asking for approval. She asked the Council for approval to move the item to the June 14, 2022 regular council meeting.

Moved by: Councilwoman Brannon

Seconded by: Councilman Martin

Mayor Barley called for public comment or further Council discussion and there was none.

To approve moving the Land Development Code Revisions/1st Reading of Ordinance to the June 14, 2022 regular council meeting

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

i. Legal

1. H&T and Tyler Annexation – second reading

City Attorney Adkinson asked the Council for a motion to hold second reading.

Moved by: Councilman Hope

Seconded by: Councilman Farris

Mayor Barley called for public comment or further Council discussion and there was none.

To approve holding second reading for the H&T and Tyler Annexation ordinance

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

(Continued on next page)

City Attorney Adkinson held second reading for ordinance 2022-07.

AN ORDINANCE ANNEXING TO THE TERRITORIAL LIMITS OF THE CITY OF FREEPORT, FLORIDA, CERTAIN PROPERTY AND REDEFINING THE BOUNDARIES OF THE CITY FREEPORT, FLORIDA, SO AS TO INCLUDE THEREIN THE PROPERTY ANNEXED HEREIN, IN ACCORDANCE WITH THE VOLUNTARY ANNEXATION PROVISIONS OF FLORIDA STATUTES SECTION 1 71.044, PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

j. Engineering

1. S. Jackson St Resurfacing Bid results

City Engineer Rouchaleau presented the Council with the bids results and remarked that the amounts of the bids were well above what is considered acceptable. He requested a motion from the Council to deny the bids so his team could make revisions and reach out to other contractors for more attractive bid results.

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment or further Council discussion and there was none.

To deny bid results for the S. Jackson St Resurfacing Project

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye
Councilman Hope	aye

Carried.

10. Old Business

11. New Business

- a. Mayor Russ Barley
- b. Councilwoman Brannon
- c. Councilman Farris

(Continued on next page)

- d. Councilwoman Haffner
- e. Councilman Hope
- f. Councilman Martin

12. Public Comment

Mayor Barley called for public comment and there was none.

13. Adjournment

Mayor Barley motioned to adjourn. The meeting adjourned at 7:09 p.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on June 14, 2022.



Russ Barley, Mayor



Kathie Gatewood, City Clerk



City of Freeport

REGULAR COUNCIL MEETING MINUTES

June 14, 2022, 9:00 AM

Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilman Farris, Councilwoman Elizabeth Brannon, Councilman Mark Martin, Councilwoman Elizabeth Haffner

Staff Members Present: City Manager Charlie Simmons, City Attorney Clay Adkinson, Planning Director Latilda Hughes-Neel, Planning Intern Summer Ammirata-Mall, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, Billing Supervisor Lourdes Johnson, Sewer Supervisor Robert Fawcett, Wastewater Treatment Supervisor Paul Johnson, Water Supervisor Larry Tuggle, Parks & Recreation Director Travis Digges, and City Engineer Alex Rouchaleau

City Clerk's Note: Councilman Hope with absent with notice. The order of some items during the meeting differed from the posted agenda.

1. Meeting Called to Order

The meeting was called to order at 9:01 a.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

The invocation was given by Councilwoman Haffner, followed by the Pledge of Allegiance to the American Flag.

3. Recognition of Guests

Mayor Barley welcomed Ryan Messer, candidate for Walton County Supervisor of Elections, for attending the meeting. Walton County Commissioner Boots McCormick was also in attendance.

Mayor Barley also welcomed City of Freeport employee Barbara Moore and announced she was nominated by the employees to be Employee of the (second) Quarter. Mrs. Moore was presented with an award certificate and gift card.

(Continued on next page)

4. Consent Agenda

a. Bills

b. Regular Council Meeting Minutes – May 26, 2022

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

7. Consideration of Additions/Deletions to Agenda

Mayor Barley asked the Council for a motion to move Finance before the City Manager report.

8. Approval of Agenda with Additions/Deletions/Changes

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

To approve the Agenda change to allow for Finance to be presented before the City Manager report.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

(Continued on next page)

9. Staff Reports

- a. Water
- b. Sewer
- c. Parks

1. Freeport Football and Cheer

Parks and Recreation Director Digges asked for a motion to waive fees for Freeport Football and Cheer for field usage, concession stand use and light usage for their upcoming season.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment or further Council discussion and there was none.

To waive Regional Sports Complex field usage, concession stand use, and light use rental fees for Freeport Football and Cheer for the 2022 season.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

- d. Finance

1. Audited Financial Statements

Finance Director Bowers introduced Adam Nelson from the accounting firm Warren Averett. He explained that they performed the City's Financial Statement Audit and was available to answer questions after giving an overview of the results. He stated there were no reportable matters and the City received the highest level of assurance available. He thanked Finance Officer Bowers and staff for their professionalism and courteousness.

City Clerk Note: A copy of the above-mentioned audit is available to view in the City Clerk's office and has been posted on the city website.

Mayor Barley called for public comment and there was none.

(Continued on next page)

1. Sewer Capacity Fees

Finance Director Bowers requested to transfer 4-million-dollars of sewer capacity fee funds to the Sewer Operating Account which will allow sewer to meet its obligations through the end of this fiscal year.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment there was none.

To approve transferring 4-million-dollars of sewer capacity fee funds to the Sewer Operating Account.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Martin: aye

Carried.

e. City Manager

1. Transportation Survey

City Manager Simmons told the Council he was asking for approval to engage with Walton County and local cities to talk about a Transportation Study. He said the Transportation Board was coming along great and Councilman Martin has been representing Freeport very well. He explained that a Transportation Study regardless so he wanted to start conversations about a county-wide study now which include discussions about cost sharing which would be brought back to the Council later.

Councilwoman Haffner expressed that this was a great idea and the other Council Members agreed.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment or further Council discussion and there was none.

(Continued on next page)

To approve City Manager Simmons to coordinate with local governments regarding a county-wide Transportation Study and present the results to the Council at a later date.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

f. City Clerk

1. City Telephones

City Clerk Gatewood advised the Council the City has had continual issues for over six months in all departments with the Digium phones they use. She explained that the current bill is approximately \$1,100.00 a month and the City is in a month-to-month contract. She asked the City IT consultants NetData for a recommendation for another company. She introduced Jonathan Howell from NetData to speak about the RingCentral proposal.

Mr. Howell described the features of the phone service including that it has an option to use an app on a cellphone which would eliminate employees from having to use two cellphones (one for work and one for personal use). City Clerk Gatewood told the Council that RingCentral has all of the features the City needs; such as, recording lines, capturing data and storing/archiving it. Mr. Howell added that RingCentral would reduce the number of ports required for operation, hence enhancing security. He explained the RingCentral application would also help if there were emergency situations such as a hurricane and employees could not come to City Hall. Employees would be able to access their work phones through an application.

Councilwoman Haffner mentioned the proposed contract would be for three years and asked City Attorney Adkinson if he had reviewed it. City Attorney Adkinson said he had not reviewed the entire contract and said before a finalized contract would be brought in front of the Council that they should discuss it. He said the contract is for three years and if the Council felt uncomfortable with that, they could discuss an early-out clause within six months if the City had an issue

(Continued on next page)

Councilwoman Haffner said she liked the features of the system but is cautious about long term contracts and believes contracts should have a termination clause in case something goes wrong. She asked Mr. Howell if there was an upfront equipment cost, to which he replied yes and would have to come back with those amounts.

Councilwoman Brannon liked the idea of being able to use a personal phone and putting an application on it for the city phone number so employees do not have to carry two phones. She inquired about the cost of the city cell phones, to which City Clerk Gatewood replied approximately \$2,000.00 a month. City Clerk Gatewood stated the RingCentral system would archive all the data so in the event of litigation data would be gathered from RingCentral and not from the personal phone.

Mr. Howell said the default for archiving with RingCentral is 90 days but with the proposed plan data can be downloaded and archived for as long as the city wants.

Councilwoman Haffner asked City Attorney Adkinson if an employee uses the RingCentral application and information is needed, will the application keep someone from digging through someone's personal phone. City Attorney Adkinson replied that there's nothing stopping someone from issuing a subpoena if there is a reason to believe someone used their personal phone for official city business but if someone certifies they did not and the City provides all of the records showing phone calls went through the application you should be fine.

City Attorney Adkinson said he did not need a motion but did need consensus of the Council to continue moving forward to bring a finalized proposal back to the Council. He stated it would not be the next regularly scheduled meeting.

g. Billing

h. Planning

1. School District Presentation/School Needs

Planning Director Hughes-Neel asked the Council for a motion to move this item to the June 23, 2022 Regular Council Meeting.

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment or further Council discussion and there was none.

(Continued on next page)

To approve moving School District Presentation/School Needs item to the June 23, 2022 Regular Council Meeting.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

2. Steamboat Landing Final Plat

Planning Director Hughes-Neel asked the Council for approval of the Steamboat Landing Final Plat. She also requested, if approved, for all Council Members to sign the document after the meeting adjourned.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the Freeport Steamboat Landing Final Plat as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

3. Land Development Code Revisions/1st Reading of Ordinance

Planning Director Hughes-Neel explained the proposed Land Development Code Revisions to the Council. She stated that she received technical standard feedback the morning of this meeting from various sources and provided a copy to each Council Member and the City Clerk.

City Engineer Rouchaleau spoke about the technical standards of the revision and said he had not read the feedback the Planning Director had received yet.

Councilwoman Brannon thanked both for their work on the revision but said she did not want to pass the ordinance without reading the technical standards

(Continued on next page)

feedback. Councilwoman Haffner agreed and asked City Attorney Adkinson if they must table the entire ordinance, to which he said yes so proper advertising can occur.

City Clerk's Note: A copy of the above-mentioned proposed ordinance and feedback received is available to view in the City Clerk's office.

Moved by: Councilwoman Haffner
Seconded by: Councilwoman Brannon

Mayor Barley called for public comment.

Jay Odom, developer, asked the Council to consider costs when reviewing the ordinance to be sure the changes will not become a financial burden for what ultimately the home buyer will have to pay.

To approve moving the Land Development Code Revisions/1st Reading of Ordinance to the next regularly scheduled council meeting.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Martin:	aye

Carried.

- i. Legal
- j. Engineering

10. Old Business

11. New Business

a. Mayor Russ Barley

1. FLC Annual Conference – Mayor Barley informed the Council of the Florida League of Cities Annual Conference taking place August 11-13, 2022 in Hollywood, Florida. He requested if any Council Member wanted to attend to speak with City Clerk Gatewood so she could make their arrangements.

- b. Councilwoman Brannon
- c. Councilman Farris
- d. Councilwoman Haffner

(Continued on next page)

- e. Councilman Hope
- f. Councilman Martin

12. Public Comment

Mayor Barley called for public comment and there was none.

13. Adjournment

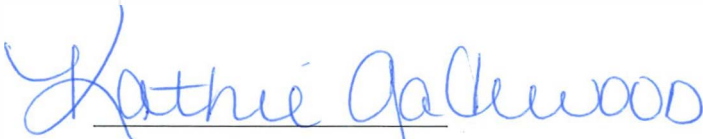
Mayor Barley motioned to adjourn. The meeting adjourned at 9:52 a.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on June 23, 2022.



Russ Barley, Mayor

ATTEST:



Kathie Gatewood, City Clerk





City of Freeport

REGULAR COUNCIL MEETING MINUTES

June 23, 2022, 6:30 PM
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilwoman Elizabeth Brannon, Councilman Eddie Farris, Councilwoman Elizabeth Haffner, Councilman Tripp Hope, Councilman Martin

Staff Members Present: City Attorney Clay Adkinson, Planning Director Latilda Neel, Planning Technician Samantha Graves, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, Billing Supervisor Lourdes Johnson, Wastewater Treatment Supervisor Paul Johnson, Parks & Recreation Director Travis Digges, and City Engineer Alex Rouchaleau.

City Clerk Note: City Manager Simmons was absent with notice.

1. Meeting Called to Order

The meeting was called to order at 6:30 p.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

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

3. State of the City Address

Mayor Barley gave the State of the City Address to the City Council and meeting attendees.

City Clerk Note: A copy of the 2022 State of the City Address can be found on the city website in the Mayor & City Council section under Mayor Barley.

4. Consent Agenda

- a. Bills
- b. Regular Council Meeting Minutes – June 14, 2022
- c. Revenue Expenditure Reports through May 2022

(Continued on next page)

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

Moved by: Councilman Farris

Seconded by: Councilman Hope

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope	aye
Councilman Martin	aye

Carried.

7. Consideration of Additions/Deletions to Agenda

1. Planning Director – State Planning Conference

8. Approval of Agenda with Additions/Deletions

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

To approve the Agenda with the specified additions as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope	aye
Councilman Martin	aye

Carried.

9. Staff Reports

- a. Water
- b. Sewer
- c. Parks

(Continued on next page)

- d. City Manager
- e. City Clerk

1. City Server

City Clerk Gatewood explained to the Council that one of the rented city servers has reached its end-of-life and needs to be replaced. She directed the Council to the three written quotes to purchase a server in the meeting package. Councilwoman Haffner asked who would maintain the server, to which City Clerk Gatewood replied NetData, the city IT company. She advised the Council that purchasing a server would eliminate past rental maintenance contracts and their associated costs. City Clerk Gatewood said staff recommended the lowest of the quotes, which was written by NetData in the amount of \$10,212.00.

Mayor Barley asked for public comment and there was none.

Moved by: Councilman Farris
Seconded by: Councilwoman Brannon

To approve the purchase of a server in the amount of \$10,212.00 from NetData.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope	aye
Councilman Martin	aye

Carried.

- f. Finance

1. Budget Workshops

Finance Officer Bowers asked the Council to approve the first Budget Workshop for July 14, 2022, at 5:00pm.

Mayor Barley asked for public comment and there was none.

Moved by: Councilwoman Haffner
Seconded by: Councilwoman Brannon

To approve the first Budget Workshop meeting for July 14, 2022, at 5:00pm.

(Continued on next page)

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope	aye
Councilman Martin	aye

Carried.

- g. Billing
- h. Planning

1. Brannon Acres Mixed Use PDP

City Attorney Adkinson advised that Councilwoman Brannon has recused herself from the Brannon Acres Mixed Use PDP matter pursuant to Florida Law because there is a conflict as she is related to the party making the project request.

City Clerk Note: A copy of the recusal form 8B completed by Councilwoman Brannon is attached to the end of this document.

Planning Director Hughes-Neel explained that the proposed development is located at 95 Brannon Drive. She explained that its 17.93 acres for a development of mixed use which includes 21,242 square feet of commercial space, office retail space, a restaurant with a drive-through and eighty (80) multifamily units. She said there was no variance request for the project which is very unusual. She said the planning department received one reply letter from a nearby property owner, Mr. John Blackwood, who lives in the adjoining subdivision who expressed concern at the planning board meeting about adequate buffering. She told the Council that Mr. Scott Jenkins, the project owner agent working on the project was present if needed to address the residents concern and provide an update of changes to the project to provide adequate buffering. She further stated that at the last planning board meeting the project passed by unanimous vote.

Scott Jenkins told the Council the project is on 17.93 acres and the owners gave them a lot of latitude to do things to not max the site out. He said the project is well below the commercial densities and has more open space than is required. He said there were a few nearby residents that attended the planning board meeting which resulted in good, positive discussions that alleviated their concerns regarding buffers. He let the Council know there is a 50-foot buffer on the south side of the property and natural buffers on both sides that can act as wildlife corridors but also buffer from the neighbors about 70-feet and 60-feet width on either side.

(Continued on next page)

Councilwoman Haffner thanked Mr. Jenkins for the extra buffers and space. She commented that this was a quality project with no variances being requested and she is 100% in favor of it.

Mayor Barley asked for public comment and there was none.

Moved by: Councilwoman Haffner

Seconded by: Councilman Martin

To approve the Brannon Acres Mixed Use PDP development as presented

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	recused
Councilwoman Haffner:	aye
Councilman Hope	aye
Councilman Martin	aye

Carried.

2. Scenic Walton Presentation – Leigh Moore

Leigh Moore, Executive Director of Scenic Walton gave a presentation to the Council explaining how their organization works and how it would be beneficial to the city to collaborate with them.

Councilman Farris expressed how he thought it would be a great idea to collaborate with the organization. City Attorney Adkinson advised that a motion was needed to collaborate on future projects.

City Clerk Note: A copy of the above-mentioned presentation can be found on the city website in the June 23, 2022 meeting package.

Mayor Barley asked for public comment and there was none.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

To approve collaboration with Scenic Walton on future projects.

A roll call vote was ordered, and the vote was as follows:

(Continued on next page)

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope	aye
Councilman Martin	aye

Carried.

3. Walton County School District – School Needs

Jill Smith, Director of Facilities and Maintenance and Michelle Doggett, School District Facilities Planner for Walton County School District gave a presentation of the current state and future of Walton County Schools as it pertains to the City of Freeport. They reminded the Council of a component of the interlocal agreement with the city for collaboration in asking developers for viable and suitable land donations for future school sites to serve the community with so much growth.

City Clerk Note: A copy of the above-mentioned presentation is available in the City Clerk's Office.

3. APA Florida Chapter Planning Conference

Planning Director Hughes-Neel requested a motion to approve her attendance at the APA Florida Chapter Conference in Orlando, Florida in October. She informed the Council that her travel budget would cover the entire expense.

Mayor Barley asked for public comment and there was none.

Moved by: Councilman Farris
Seconded by: Councilman Hope

To approve Planning Director Hughes-Neel attendance at the 2022 APA Florida Chapter Conference in Orlando, Florida in October.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope	aye
Councilman Martin	aye

Carried.

(Continued on next page)

4. Sister City Event

Planning Director Hughes-Neel told the Council she received an invitation from the city's sister city to attend and enjoy their Heritage Day event on September 10, 2022, from 10:00am to 4:00pm. She recalled her past attendance and positive interactions. She invited the Council to also attend this year's event.

i. Legal

1. American Metal Bearing Update

City Attorney Adkinson updated the Council regarding the American Metal Bearing Company relocation to Freeport. He said after trying to offer the company the property at a discounted rate of exchange for jobs. He said based on discussions with Space Florida it appears Space Florida may be the partner interest in acquiring the property or arranging a land lease on the property which will likely put the city on a slightly different trajectory. He explained that if Space Florida is interested in being the leasehold interest in the property the city would have to partner with an executive agency with the state to help facilitate it. If this were to happen, Space Florida would then become involved in financing the construction building. He let the Council know there are upcoming meetings in July to keep this moving forward and he would bring any updates to the Council.

j. Engineering

10. Old Business

11. New Business

a. Mayor Russ Barley

1. City Manager Position

Mayor Barley told the Council he spoke with City Manager Simmons prior to the meeting, and he could not be present. He reminded the Council that we have been in the process of finding a City Manager replacement and have had three interviews with applicants to date. He asked the Council if they would like to discuss the position opening.

Councilwoman Brannon said of the three applicants that one stood out, which was Mark Martin. She expressed that she believed Mr. Martin would do the best job and could step right in where Charlie Simmons left off. She made a motion to hire Mark Martin.

Councilman Farris agreed with Councilwoman Brannon stating he was torn between the applicants, but Mark Martin had local government experience and

(Continued on next page)

knows the city's existing projects and it would be seamless to have him step in. Councilwoman Haffner also said she was torn between the candidates but ultimately Mark Martin because he has local government experience, and she would vote for him. Councilman Hope agreed with the other Council Members.

City Attorney Adkinson reminded the Council of the employment agreement he drafted for the hiring of Charlie Simmons and noted he will work with Mayor Barley to negotiate with Mark Martin and bring it back to the next regular council meeting. He explained that Mark Martin, according to the city charter, will vote on all matters until he is officially replaced unless there is a conflict of interest. He encouraged the Council and Mayor to bring back to the next council meeting a nomination to replace Councilman Martin.

Mayor Barley asked for public comment and there was none.

Moved by: Councilwoman Brannon

Seconded by: Councilman Hope

To approve hiring Mark Martin as City Manager.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope	aye
Councilman Martin	recused

Carried.

City Clerk Note: A copy of the recusal form 8B completed by Councilman Martin is attached to the end of this document.

- b. Councilwoman Brannon
- c. Councilman Farris
- d. Councilwoman Haffner
- e. Councilman Hope
- f. Councilman Martin

12. Public Comment

Mayor Barley called for public comment and there was none.

(Continued on next page)

13. Adjournment

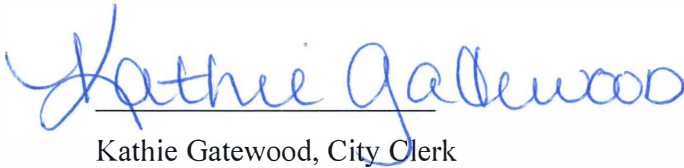
Mayor Barley motioned to adjourn. The meeting adjourned at 7:59 p.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on August 25, 2022.



Russ Barley, Mayor

ATTEST:



Kathie Gatewood, City Clerk



APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Elizabeth Brannon, hereby disclose that on June 23, 20 22 :

(a) A measure came or will come before my agency which (check one or more)

- ☐ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____ ;
- ☒ inured to the special gain or loss of my relative, Laura Brannon (mother) ;
- ☐ inured to the special gain or loss of _____, by whom I am retained; or
- ☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

6/28/2022

Date Filed

Signature



NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Martin, Mark T	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE City Council
MAILING ADDRESS 112 Hwy 20 W	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY Freeport	COUNTY Walton
DATE ON WHICH VOTE OCCURRED 6/23/2022	NAME OF POLITICAL SUBDIVISION: MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Mark Martin, hereby disclose that on June 23, 20 22 :

(a) A measure came or will come before my agency which (check one or more)

- ☒ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____ ;
- ☐ inured to the special gain or loss of my relative, _____ ;
- ☐ inured to the special gain or loss of _____, by whom I am retained; or
- ☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I was an applicant for the position of City Manager.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

6/24/2022

Date Filed


Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



City of Freeport

REGULAR COUNCIL MEETING MINUTES

July 12, 2022, 9:00 AM
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilman Farris, Councilwoman Elizabeth Brannon, Councilman Hope, Councilman Mark Martin, Councilwoman Elizabeth Haffner

Staff Members Present: City Manager Charlie Simmons, City Attorney Clay Adkinson, Planning Director Latilda Hughes-Neel, Planning Intern Summer Ammirata-Mall, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, Billing Supervisor Lourdes Johnson, Wastewater Treatment Supervisor Paul Johnson, Water Supervisor Larry Tuggle, Parks & Recreation Director Travis Digges, and City Engineer Alex Rouchaleau

1. Meeting Called to Order

The meeting was called to order at 9:05 a.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

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

3. Recognition of Guests

4. Consent Agenda

- a. Bills
- b. Water and Wastewater Capacity Fees

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

(Continued on next page)

6. Approval of Consent Agenda

Moved by: Councilwoman Haffner
Seconded by: Councilwoman Brannon

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope	aye
Councilman Martin:	aye

Carried.

7. Consideration of Additions/Deletions to Agenda

No additions or deletions to the agenda were made.

8. Approval of Agenda with Additions/Deletions/Changes

9. Staff Reports

- a. Water
- b. Sewer
- c. Parks
- d. Finance
- e. City Manager

1. City Manager Contract

City Manager Simmons asked City Attorney Adkinson to begin the discussion. City Attorney Adkinson distributed a template of the city manager agreement that was previously used to hire Charlie Simmons to go over the key points of the document. He explained that they met with Mark Martin to go over the agreement, which was a standard agreement, and there were only a few key issues left to resolve, one being the employment start date. He summarized the term of the agreement which the city code determines termination procedure. He told the Council the salary discussed is 100,000.00 annual to be paid in installments the same as other city employees. After a six-month probation period and an evaluation from the Council, salary will be increased by ten percent making the annual pay \$110,000.00 annually. He advised that the base salary would be subject to an increase consistent with what other cities provide with COLA or other increases of that nature. He reminded the Council that

(Continued on next page)

for the agreement with Charlie Simmons, section 5 Automobile Provided/Mileage and Fuel Alternative was removed from the agreement but would be added back for Mark Martin's agreement.

There was a discussion about the city purchasing a city vehicle for city manager use.

Councilman Farris commented that the agreement was great, and he liked the idea of purchasing a city vehicle. Councilwoman Haffner asked about a voting requirement for termination, to which City Attorney Adkinson replied that it would be easier to change the law than the agreement. Councilwoman Brannon agreed that it was a good agreement. Councilman Hope echoed the other Council Members and said it was a fair agreement and he liked the idea of a city vehicle.

Moved by: Councilman Hope

Seconded by: Councilman Farris

Mayor Barley called for public comment or further Council discussion.

City Attorney Adkinson told the Council that Mark Martin's start date would be dependent on when he is finished with his current job. Charlie Simmons said he would be overlapping with Mark Martin to ensure projects would be finalize and questions answered about anything needed. Mark Martin told the Council he needs to give his current employer a two week notice which he could do today. After a discussion with the Council and Finance Officer Bowers regarding pay period start/end dates, he advised that a start date of August 1, 2022, would be okay with him. City Attorney Adkinson asked for an amendment to the motion because the agreement had a different start date than August 1, 2022, to which both Councilman Hope and Farris amended their motion for the employment agreement.

To approve the City Manager employment agreement for Mark Martin with a start date of August 1, 2022.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope	aye
Councilman Martin:	recused

Carried.

City Clerk Note: A copy of the recusal form 8B completed by Councilman Martin is attached to the end of this document.

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City Attorney Adkinson said because Mark Martin's official start date is not until August 1, 2022, the second part of this discussion is regarding the vacant Council Member seat. He informed the Council that Mark Martin will continue to serve and vote on all matters for which he has no conflict of interest until a replacement is named by the Council. He strongly recommended a replacement be named before Mark Martin begins working as the City Manager to avoid any conflation of executive versus legislative duties that may arise, especially due to the budget process. He directed the Council to the list before them of five names that have been brought up for consideration of the seat. He said he would either request a Special Meeting for a vote on a new Council Member or it could be done at the July 28, 2022 regular meeting. He let the Council know they could use the five names on the list or add a nomination if they so choose. Councilwoman Brannon asked if they could vote on a new Council Member at this meeting; to which City Attorney Adkinson advised against because there needs to be notice but did mention the last meeting minutes did say a vote could be taken at this meeting and that could serve as proper notice. City Manager Simmons said he has spoken to all of the candidates, and they are all willing to serve. Councilwoman Brannon said if City Manager Simmons has spoken to them all, she did not see what the difference would be between voting this evening or at the next meeting and she is comfortable holding the vote today. Councilman Hope and the other Council Members agreed. City Attorney Adkinson asked the Council for a motion.

Councilwoman Brannon recalled Bud Day being involved with Freeport city government for many years and made a motion to appoint him to the Council.

Moved by: Councilwoman Brannon

Seconded by: Councilman Farris

Mayor Barley called for public comment or further Council discussion and there was none.

To appoint Bud Day to replace Mark Martin on the City Council.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope	aye

Carried.

City Clerk Note: A copy of the recusal form 8B completed by Councilman Martin is attached to the end of this document.

(Continued on next page)

City Attorney asked if there were any other nominations from other Council Members for an appoint and none were made.

- f. City Clerk
- g. Billing
- h. Planning

1. Land Development Code (LDC) Textual Revisions 1st Reading/Ordinance

Planning Director Hughes-Neel re-summarized the revisions for the Council.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment or further Council discussion and there was none.

To approve First Reading for the Land Development Code (LDC) Textual Revisions and advertise for Second Reading.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope	aye

Carried.

Planning Director Hughes-Neel held First Reading of an ordinance with a number to be determined at a later date by title.

AN ORDINANCE AMENDING THE FREEPORT LAND DEVELOPMENT CODE; REVISIONS TO ARTICLES 3, 4 AND 5; AMENDING APPENDIX A, B, AND C; PROVIDING FOR AUTHORITY AND PURPOSE, CONFLICT SEVERABILITY, AND AN EFFECTIVE DATE.

2. Land Development Code (LDC) Technical Standards Manual Revisions 1st Reading/Ordinance

City Engineer Rouchaleau presented the Council the revisions made to Technical Standards Manual after reviewing the feedback given.

(Continued on next page)

City Engineer Rouchaleau presented the Council with the revision of the Technical Standards Manual after comments from the developer and engineer were reviewed. He said they made as many adjustments as they could and removed any redundancies. He said they were able to address many items, but a couple items were not cut back, such as, testing requirements. They adjusted the lift station requirement of having a bypass pump at each lift station to having the option to provide either a bypass pump or one hour of storage until the threshold where DEP requires a bypass pump. He asked the Council if there were any questions or concerns regarding the revision.

City Manager Simmons asked what tests were added, to which City Engineer Rouchaleau replied water main pressure test, low pressure testing and CCTV for the gravity sewer lines and vacuum testing for the manholes. He explained that all these tests save for the CCTV are standard testing requirements and are now on the recently updated DEP permit applications which he interpreted as being required testing.

City Manager Simmons told the Council he wanted to ensure that testing requirements were included because the city needs to be sure things are done properly from the start if the city needs to maintain any of the work. Mark Martin expressed the need for the test as well, stating currently the city has no inspector to ensure that developments are doing the right thing.

Councilman Hope agreed that we need to add the requirements to make sure there are no huge future costs if something was done incorrect.

Councilman Farris commended City Engineer Rouchaleau on a great job with the revisions.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the Land Development Code (LDC) Technical Standards Manual Revisions 1st Reading/Ordinance as presented and advertise for 2nd Reading.

Mary Rosenheim, The Jay Odom Group, addressed the Council with several items of concern with the revisions. After explaining each item and asking for consideration to make changes or clarify sections, Council Members Farris and Haffner rescinded their motions so the ordinance could be brought back to another meeting after the City Engineer reviews the comments.

(Continued on next page)

i. Legal

j. Engineering

10. Old Business

11. New Business

a. Mayor Russ Barley

b. Councilwoman Brannon

c. Councilman Farris

d. Councilwoman Haffner

e. Councilman Hope

f. Councilman Martin

12. Public Comment

Mayor Barley called for public comment and there was none.

13. Adjournment

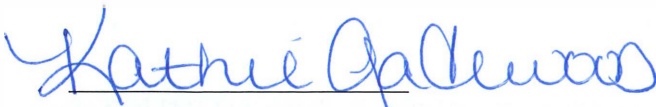
Mayor Barley motioned to adjourn. The meeting adjourned at 9:54 a.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on August 25, 2022.



Russ Barley, Mayor

ATTEST:



Kathie Gatewood, City Clerk



FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Martin, Mark		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE City Council	
MAILING ADDRESS 112 Hwy 20 W		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY Freeport	COUNTY Walton	<input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED 07/12/2022		NAME OF POLITICAL SUBDIVISION:	
		MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Mark Martin, hereby disclose that on July 12, 20 22 :

(a) A measure came or will come before my agency which (check one or more)

- ☒ inured to my special private gain or loss; applicant for the position
- ☐ inured to the special gain or loss of my business associate, _____ ;
- ☐ inured to the special gain or loss of my relative, _____ ;
- ☐ inured to the special gain or loss of _____ , by whom I am retained; or
- ☐ inured to the special gain or loss of _____ , which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

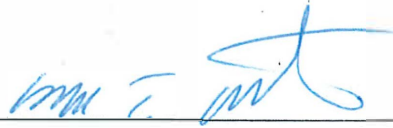
(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I was an applicant for the position of City Manager.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

07/14/2022

Date Filed

Signature 

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



City of Freeport

REGULAR COUNCIL MEETING MINUTES

July 28, 2022, 6:30 PM
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilman Farris, Councilwoman Elizabeth Brannon, Councilman Bud Day, Councilwoman Elizabeth Haffner and Councilman Hope

Staff Members Present: City Attorney Clay Adkinson, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, Billing Supervisor Lourdes Johnson, Sewer Supervisor Robert Fawcett, Wastewater Treatment Supervisor Paul Johnson, Water Supervisor Larry Tuggle, Parks & Recreation Director Travis Digges, and City Engineer Alex Rouchaleau

1. Meeting Called to Order

The meeting was called to order at 6:31 p.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

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

3. Swearing-in Ceremony

Mayor Barley swore in newly appointed Bud Day along with Eddie Farris and Elizabeth Haffner.

3. Recognition of Guests

4. Consent Agenda

a. Bills

b. Revenue and Expenditure Reports Through June 2022

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

(Continued on next page)

6. Approval of Consent Agenda

Moved by: Councilman Farris
Seconded by: Councilwoman Brannon

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

7. Consideration of Additions/Deletions to Agenda

1. City Clerk Gatewood requested to remove Covid-19 Policy from the City Clerk section.
2. Councilman Hope – Add Freeport High School discussion
3. Parks Director – Add pool hours and pool usage for South Walton High School

8. Approval of Agenda with Additions/Deletions/Changes

Moved by: Councilwoman Haffner
Seconded by: Councilwoman Brannon

To approve the Agenda additions and deletions presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

9. Staff Reports

- a. Water
- b. Sewer

(Continued on next page)

c. Parks

1. Vending Machines at the Regional Sports Complex

Parks and Recreation Director Digges asked for a motion to give permission to negotiate with drinks vendors for the Regional Sports Complex.

Moved by: Councilman Farris

Seconded by: Councilman Hope

Mayor Barley called for public comment or further Council discussion and there was none.

To approve Parks Director Digges to negotiate with drink vendors for machines at the Regional Sports Complex.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

2. Pool Hours

Parks Director Digges reminded the Council of the current pool hours and difficulties in maintaining the hours once school starts due to so many of the pool staff being students. Because of these difficulties he is closing the pool on Tuesdays, Wednesdays, and Thursdays starting August 11.

3. Pool Usage

Parks Director Digges told the Council he has been communicating with the Athletic Director for South Walton High School regarding their inquiry into possible usage of the Community Pool for their swim team training. He said they would like to use the pool four days a week weather permitting for their early morning first period. He said they would be done with the pool each day by 8:00am and it would be from the start of the school year through mid-October. He spoke with the person who maintains the pool chemicals and advised there would be a three-hundred dollar increase in chemicals to accommodate the high school which they would pay. He said any agreement with the school would be for usage while the pool is unmanned. He told the Council he was requesting a motion to approve a future contract approved by City Attorney Adkinson and a requirement of the three-hundred-dollar difference.

(Continued on next page)

City Attorney Adkinson said the school has forms for joint participation and use agreements and he will review beforehand before moving forward and no motion is needed at this time.

d. Finance

1. Set Tentative Millage Rate and First Public Hearing Date

Finance Officer Bowers recommended maintaining the same mileage rate which is 4.7302. City Attorney Adkinson echoed the recommendation.

Mayor Barley called for public comment and there was none.

Moved by: Councilwoman Brannon

Seconded by: Councilman Farris

Mayor Barley called for public comment there was none.

To maintain the same mileage rate of 4.7302.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

1. Set First Public Hearing Date

Finance Director Bowers requested a motion to set the First Public Hearing Date for Thursday, September 8, 2022, at 5:05pm.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment there was none.

To set the First Public Hearing Date for Thursday, September 8, 2022, at 5:05pm.

A roll call vote was ordered, and the vote was as follows:

(Continued on next page)

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

2. Budget Workshop

Finance Director Bowers requested a motion to set the First Public Hearing Date for Monday, August 8, 2022, at 9:00am.

Moved by: Councilwoman Haffner

Seconded by: Councilman Hope

Mayor Barley called for public comment there was none.

To set the Budget Workshop Date for Monday, August 8, 2022, at 9:00am.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

- e. City Manager
- f. City Clerk
- g. Billing
- h. Planning

1. LDC Technical Standards Manual Revision/First Reading of Ordinance

City Engineer Rouchaleau presented to the Council the revision after reviewing comments at the last meeting.

Councilwoman Haffner asked about the sign on the lift stations directing people to call the Walton County Sheriff Office in the event of an emergency when we could cut out the middleman to have people call city staff. City Engineer Rouchaleau commented that this was a carryover from the previous manual. City

(Continued on next page)

Attorney Adkinson said if the Council chooses to make a change for this, it is not substantive, and they can make the change as part of the motion.

Incoming City Manager Mark Martin stated someone calling WCSO would ensure that someone was reached if there was an emergency. Councilwoman Haffner said she had spoken with the water and wastewater supervisors, and they said WCSO calls them once they receive an inquiry. It was suggested maybe to add the after-hours city phone number to the sign if WCSO was not reached. Councilwoman Haffner expressed that she didn't want resources wasted and was trying to be more efficient.

Councilman Hope said he understood wanting to cut out the middleman but calling 911 ensures someone is reached. Councilman Farris said the city could add the WCSO non-emergency number on the sign as well. City Attorney Adkinson said if the Council wanted to make that change, they could at second reading.

Moved by: Councilman Farris

Seconded by: Councilman Hope

Mayor Barley called for public comment or further Council discussion and there was none.

To approve First Reading of the LDC Technical Standards Manual Revision and advertising for Second Reading

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

i. Legal

1. Correction of Ordinance Numbering – Freeport, Inc. Annexation

City Attorney Adkinson asked the Council for a motion to correct the number of the Freeport, Inc. Annexation to 2022-08.

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

(Continued on next page)

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the Freeport Inc. Annexation ordinance number correction to become 2022-08.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

2. Ratifying City Manager Decision Regarding an Employee Separation

City Attorney Adkinson asked the Council for a motion to ratify an employee-related decision made by Charlie Simmons. The decision involved an unforeseen circumstance for the employee.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment or further Council discussion and there was none.

To Ratify a City Manager Decision Regarding an Employee Separation for Yvonne Holleran.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

j. Engineering

10. Old Business

11. New Business

b. Councilwoman Brannon

(Continued on next page)

- c. Councilman Farris
- d. Councilwoman Haffner
- e. Councilman Hope

Councilman Hope told the Council that Freeport High School will likely become one of the top five public schools in the State of Florida and for the first time Walton County Schools are all A or B rated schools. He suggested doing something nice for the facility and staff to show them appreciation for their achievement at Freeport High School.

Moved by: Councilman Hope
Seconded by: Councilman Farris

Mayor Barley called for public comment or further Council discussion and there was none.

To authorize the City Manager within his spending limit to give Freeport High School a gesture of appreciation in the way of desserts for their achievements.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

- f. Councilman Day

Incoming City Manager Martin asked the Council for a motion to appoint Councilman Day as his replacement on the Transportation Planning Organization (TPO) Board.

Moved by: Councilman Farris
Seconded by: Councilwoman Haffner

Mayor Barley called for public comment or further Council discussion and there was none.

To appoint Councilman Day to the Transportation Planning Organization (TPO) Board in Mark Martin's place.

(Continued on next page)

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

Incoming City Manager Martin updated the Council on the quest to find a city vehicle that meets the current state rate. He stated because there has been difficulty in finding a vehicle, he wanted to let the Council know he will be using his personal vehicle until the can find a vehicle for his position.

12. Public Comment

Mayor Barley called for public comment and there was none.

13. Adjournment

Mayor Barley motioned to adjourn. The meeting adjourned at 7:13 p.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on August 25, 2022.



Russ Barley, Mayor

ATTEST:



Kathie Gatewood, City Clerk





City of Freeport

BUDGET WORKSHOP MEETING MINUTES

August 8, 2022, 9:00 AM

Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilman Eddie Farris, Councilwoman Elizabeth Brannon, Councilman Bud Day, Councilwoman Elizabeth Haffner and Councilman Tripp Hope

Staff Members Present: City Manager Mark Martin, City Attorney Clay Adkinson, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, and Planning Director Latilda Hughes-Neel, Parks Director Travis Digges, Water Supervisor Larry Tuggle, Wastewater Supervisor Paul Johnson, Billing Supervisor Lourdes Johnson

1. Meeting Called to Order

The meeting was called to order at 9:00 a.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Budget Workshop Discussion

Finance Officer Bowers introduced Bill Imfeld, Executive Director of the Walton County Economic Development Alliance (WCEDA) to the meeting. Mr. Imfeld told the Council he has been working with City Attorney Adkinson to update the Memorandum of Understanding and wanted to let them know his organization is seeking a ten percent increase which is four hundred fifty-six dollars. He said they would be implementing an extensive marketing program once they start to go vertical with the defense contractor American Metal Bearing moving to Freeport. He explained the plan is to lure other defense contractors and subcontractors and to bring high-tech good-paying jobs not only to Freeport but all of Walton County. He expressed that they know a ten percent increase is significant but that their costs have gone up. He said they are asking Walton County for a twenty-five percent increase. He thanked the Council for their consideration of the increase while making the budget. Councilman Farris and Councilwoman Haffner thanked Mr. Imfeld for the great job his organization provides.

Finance Officer Bowers thanked the Council for the recent employee pay raises and noted that this now leaves the pay scales out of date. She presented the Council with the current pay scale and a new one she has been gathering information for. She explained that when the city hires someone as entry level that the starting pay is fifteen dollars per hour starting on October 1, 2022, but if someone is hired who has certifications or experience, she must adhere to the current pay scale which is inadequate.

City Manager Martin said an improved pay scale will help with merit raises. Councilwoman Haffner asked about the city and county comparisons as they did not seem comparable to Freeport. Finance Officer Bowers replied that former City Manager Simmons told her to look at city's where an employee could realistically go and get a job. She directed the Council to the spreadsheet area that showed the average pay for each position. Councilman Farris said he was all for taking care of the city employees and recognized how hard-hit people have been with inflation. He said he wants to focus on Freeport and not what other cities are doing because retaining employees is important to him. Finance Officer Bowers told the Council the meeting package also included updated job descriptions and that she would be bringing them along with the pay scales back in front of them in a future regularly schedule council meeting for a vote.

City Manager Martin told the Council if the city had a dedicated Human Resources person they would work on benefits, recruiting, salary and all the things we need as we grow. Councilman Hope said a good Human Resources person is worth their weight in gold. City Attorney Adkinson highly recommended that the city starts the process of bringing on a full time Human Resources employee. Councilman Farris asked Finance Officer Bowers if she would be able to add to the budget a Human Resources salary, to which she said yes. The Council discussed the Human Resources person and agreed they would report to the City Manager. Councilwoman Haffner discussed having the City Manager being the final say on firing employees, to which City Attorney Adkinson said the City Manager ordinance takes care of that scenario. Finance Officer Bowers said she would get together a Human Resources person job description and pay range.

Finance Officer Bowers discussed with the City Manager and Council the position of Construction Inspector. City Manager Martin shared the importance of each project going through an inspection to ensure the developers are doing things correctly. Planning Director Hughes-Neel told the Council of the benefits of a Construction Inspector and how it will help the city save money in the long run. Councilwoman Brannon said she loved the new positions that are being proposed but wants to be sure the city doesn't become top heavy with employees. Councilwoman Haffner asked Finance Officer Bowers if she could add a Construction Inspector job description and pay range to the budget, to which she replied yes.

City Clerk Gatewood discussed the possibility of city events with the Council. She showed concern regarding the lack of community events considering how fast the city is growing. She presented the Council with a tentative city event calendar and requested four thousand dollars for the fiscal year. She stated that she has trimmed about twenty thousand dollars from the budget and believes the monies she is asking for will help the city residents with family friendly events. Councilman Farris commended City Clerk Gatewood for the events calendar presented.

Parks Director Digges told the Council that the Park Department needs another full-time employee. He explained that as the city grows with more people, that more people are using the parks and it is getting harder for his department to keep up with everything. Councilman Farris agreed that the Park Department needed an additional person.

Parks Director Digges also discussed the soft surface for playground stating it was a want not necessarily a need. City Manager Martin brought up a skate park, to which Parks Director Digges said research showed a skate park would be incredibly expensive and any monies in the budget for the project would be a down payment for a future year to build one. There was a discussion surrounding other skate parks in the county. City Manager Martin told the Council that he inquired about building a park in phases and it was not a possibility with the current construction market as they are only contracting large scale projects. He said a skate park would be very expensive and potentially fine hundred thousand dollars or more. Councilwoman Haffner asked if there was anything that the city could do in lieu of a skate park that would not be as expensive. Councilwoman Brannon said the city events is a good start. Councilman Farris said pickleball was the most asked question of him. Parks Director Digges said he also fields many calls for pickleball. He discussed a few locations where pickleball could be implemented. Councilman Farris asked Parks Director Digges to come back to the Council and add information about getting pickleball courts for the city.

Parks Director Digges discussed his other big ticket items in detail conveying to the Council the need for new safety nets, public announcement system, composite decking, etc.

Planning Director Hughes-Neel asked the Council for an additional Planning Technician who would also carry out receptionist duties. She said in addition to hiring an additional Planning Technician that she would like to promote her current Planning Technician Samantha Graves to Senior Planner. She also asked for an increase in the building maintenance and planning furniture fund from twenty thousand to thirty thousand. She has a project she would like to put in place at the front of the Planning Department which will prevent semi-trucks and maintenance vehicles from parking on the side of US Business 331.

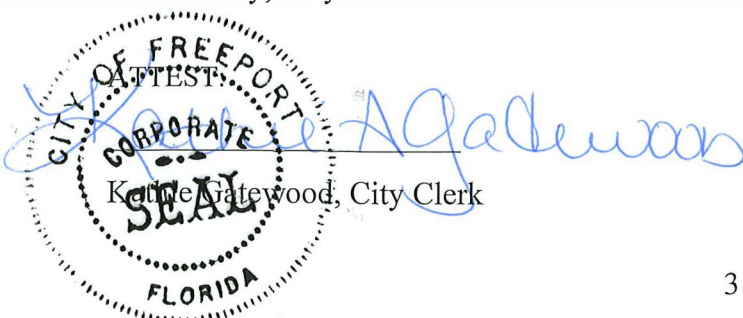
3. Adjournment

Mayor Barley motioned to adjourn. The meeting adjourned at 10:32 a.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on November 8, 2022.



Russ Barley, Mayor





City of Freeport

REGULAR COUNCIL MEETING MINUTES

August 9, 2022, 9:00 AM

Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilman Farris, Councilwoman Elizabeth Brannon, Councilman Hope, Councilman Bud Day

Staff Members Present: City Manager Mark Martin, City Attorney Clay Adkinson, Planning Director Latilda Hughes-Neel, Planning Technician Samantha Graves, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, Billing Clerk Marcie Gregg, Wastewater Treatment Supervisor Paul Johnson, Water Supervisor Larry Tuggle, Parks & Recreation Director Travis Digges, and City Engineer Alex Rouchaleau

City Clerk Note: Councilwoman Haffner was absent with notice.

1. Meeting Called to Order

The meeting was called to order at 9:01 a.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

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

3. Recognition of Guests

4. Consent Agenda

a. Bills

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

(Continued on next page)

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Hope	aye
Councilman Day:	aye

Carried.

7. Consideration of Additions/Deletions to Agenda

1. Councilman Day – Appointment to the Planning Board
2. City Manager – USPS Mailbox for City Hall
3. City Engineer – Remove US 331 N. Change Order #3

8. Approval of Agenda with Additions/Deletions/Changes

Moved by: Councilwoman Brannon

Seconded by: Councilman Farris

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the additions and deletions to the agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Hope	aye
Councilman Day	aye

Carried.

9. Staff Reports

- a. Water
- b. Sewer
- c. Parks
- d. City Manager
 1. Debris Removal Interlocal Agreement

(Continued on next page)

City Manager Martin told the Council the City Attorney has reviewed the agreement and requested a motion to approve.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the Debris Removal Interlocal Agreement.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Hope	aye
Councilman Day	aye

Carried.

2. USPS Mailbox at City Hall

City Manager Martin asked the Council for a motion to install a USPS Mailbox at City Hall. He said it would be installed by city staff. The box would allow the city to receive mail and have a spot for outgoing mail. Councilwoman Brannon said to ensure the public knows of the new box, so they don't have to go all the way to the post office. She suggested adding the information to the monthly water bill.

Moved by: Councilwoman Brannon

Seconded by: Councilman Farris

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the installation of a USPS Mailbox at City Hall

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Hope	aye
Councilman Day	aye

Carried.

e. City Clerk

(Continued on next page)

f. Finance

1. Budget Workshop Dates

Finance Officer Bowers asked the Council to set up some Budget Workshop dates. She requested Wednesday, August 17, 2022, at 3:00pm and let the Council know this meeting would need to be held at the Blount House due to early voting in the chambers. She also requested Wednesday, August 24, 2022, at 5:00pm and Thursday, August 25, 2022, at 6:00pm, both in City Hall Chambers. She asked for a motion to approve the dates and times.

Moved by: Councilwoman Brannon

Seconded by: Councilman Farris

Mayor Barley called for public comment or further Council discussion and there was none.

To approve Budget Workshops on August 17, 2022, at 3:00pm at the Freeport Blount House, August 24, 2022, at 5:00pm at City Hall, and August 25, 2022, at 6:00pm at City Hall.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Hope	aye
Councilman Day	aye

Carried.

g. Billing

h. Planning

1. Land Development Code (LDC) Textual Revisions 2st Reading/Ordinance

Planning Director Hughes-Neel asked the Council for a motion to hold second reading.

Moved by: Councilman Farris

Seconded by: Councilman Hope

(Continued on next page)

Mayor Barley called for public comment or further Council discussion and there was none.

To approve Second Reading for the Land Development Code (LDC) Textual Revisions Ordinance 2022-09.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Hope	aye
Councilman Day	aye

Carried.

Planning Director Hughes-Neel held Second Reading of ordinance 2022-09.

AN ORDINANCE AMENDING THE FREEPORT LAND DEVELOPMENT CODE; REVISIONS TO ARTICLES 3, 4 AND 5; AMENDING APPENDIX A, B, AND C; PROVIDING FOR AUTHORITY AND PURPOSE, CONFLICT SEVERABILITY, AND AN EFFECTIVE DATE.

i. Legal

j. Engineering

1. WWTF Upgrade Change Order #1

City Engineer Rouchaleau presented the Council with a wastewater treatment facility upgrade change order for approximately \$331,379.21. He explained that he worked with the contractor to lower the price but that the proposed change was needed due to the cost of materials have increased. He recommended the Council approve the change order contingent on USDA reviewing and approving the change order. Councilwoman Brannon asked if there would be anymore change orders, to which City Engineer Rouchaleau replied that he did not anticipate any for material costs.

Moved by: Councilman Farris

Seconded by: Councilman Hope

Mayor Barley called for public comment or further Council discussion and there was none.

To approve WWTF Upgrade Change Order #1.

(Continued on next page)

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Hope	aye
Councilman Day	aye

Carried.

2. Westonwood Ranch

City Engineer Rouchaleau asked the Council to waive the plan review fee for the project because it was a classroom. He said Westonwood Ranch is a 501c organization. The plan review fee is \$750.00.

Moved by: Councilman Farris
Seconded by: Councilman Hope

Mayor Barley called for public comment or further Council discussion and there was none.

To waive the \$750.00 plan review fee for Westonwood Ranch.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Hope	aye
Councilman Day	aye

Carried.

10. Old Business

11. New Business

- a. Mayor Russ Barley
- b. Councilwoman Brannon
- c. Councilman Farris
- d. Councilwoman Haffner
- e. Councilman Hope
- f. Councilman Day

1. Planning Board Appointment

(Continued on next page)

Councilman Day asked for a motion to appoint Uriah Matthews to the Planning Board.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment or further Council discussion and there was none.

To appoint Uriah Matthews to the Planning Board in place of John Konopacki.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Hope	aye
Councilman Day	aye

Carried.

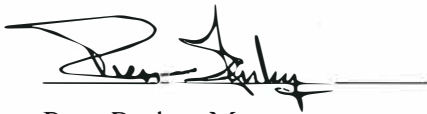
12. Public Comment

Mayor Barley called for public comment and there was none.

13. Adjournment

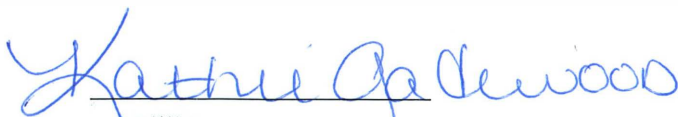
Mayor Barley motioned to adjourn. The meeting adjourned at 9:20 a.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on August 25, 2022.



Russ Barley, Mayor

ATTEST:



Kathie Gatewood, City Clerk





City of Freeport

BUDGET WORKSHOP MEETING MINUTES

August 17, 2022, 3:00 PM

Freeport Blount House

Council Members Present: Mayor Russ Barley, Councilman Eddie Farris, Councilwoman Elizabeth Brannon, Councilman Bud Day, Councilwoman Elizabeth Haffner and Councilman Tripp Hope

Staff Members Present: City Manager Mark Martin, City Attorney Clay Adkinson, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, Planning Director Latilda Hughes-Neel and Parks and Recreation Director Travis Digges

City Clerk Note: City Attorney Adkinson attended via telephone.

1. Meeting Called to Order

The meeting was called to order at 3:00 p.m. by Mayor Barley in the Freeport Blount House.

2. Budget Workshop Discussion

City Manager Martin asked the council for direction regarding an invoice the city received from Emerald Coast Regional Council. He said he believed the bill was approximately two-thousand dollars for a year membership. He noted that Councilwoman Brannon was our representative for the council meetings. He spoke with Planning Director Hughes-Neel and asked her for details of what this membership entails. Planning Director Hughes-Neel told the council she asked the Emerald Coast Regional Council director for an analysis of what their membership provides, to which he said they obtained a large project grant recently and they grant access to their staff. Planning Director Hughes-Neel stated while that large grant was great, the City of Freeport did not benefit from it and the staff access offered to the city is already granted from other avenues. She noted that the director also quoted a few other projects that were over five years old and that she has more staff now and is no longer reliant on their services. She said she felt the fee wouldn't help or hurt us and that the money could be better spent elsewhere for the city. Councilwoman Brannon said she was attending the meetings but because of COVID-19 the meetings went to sporadic zoom meetings, then they changed names and are now very few. All Council Member agreed that the money would be better spent somewhere else, and Councilwoman Brannon said the city could rejoin if need be.

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Finance Officer Bowers began the discussion of employee salaries with the council. She mentioned the addition of a Human Resources Generalist with a pay range of \$45,000-\$65,000. She also mentioned the student intern program has been working well for the Planning Department; however, it has not been as successful in other departments, so she was removing the monies from all departments save for the Planning Department. She said the Planning Technician promotion to Senior Planner as well as the new Parks Department employee are also in the budget. She said for the Water Department there is an addition of a Maintenance Worker and in Wastewater an additional Maintenance Technician. For the Construction Inspector, that position salary will be split between water and wastewater.

Finance Officer Bowers asked if there were any questions about the salaries portion of the package. Councilwoman Haffner asked how she calculated the salary for the Planning Technician promotion to Senior Planner and if that was from the spreadsheet previously provided because it was a fourteen-thousand dollar pay increase. City Manager Martin said that was based on where that employee would be on October 1 and there was a small increase after that. He said this was to ensure the city would not have a Senior Planner making less than the Planner I position so they could establish a hierarchy. Councilwoman Haffner told City Manager Martin she wanted to see the salary study for surrounding areas for the position and it was not presented at this meeting. Councilman Farris commented that he wanted what was best for Freeport and he listens to the recommendations because the city has a good staff that deserves our backing. He said he doesn't necessarily want to compare the city to Destin, Defuniak Springs or Crestview that is his preference. City Manager Martin agreed and noted how long the employee has been with the city and she could easily go to the Walton County Planning Department and get a job there. Councilwoman Haffner said she had no issue with the pay increase but that it was a thirty percent pay increase and was asking for the data to support the increase. She commended the employee for her years of work, quality of work and said she was wonderful. Councilman Hope reminded the other Council Members that the city must remain competitive to retain employees. Councilwoman Haffner asked Planning Director Hughes-Neel if she was training the employee being discussed to take her place should she retire, to which she said yes.

Finance Officer Bowers brought up the season pool employee hourly pay. Parks and Recreation Director Digges told the Council he barely had enough applications this season to staff the pool. He said he would like to increase the pay to attract more applications for next year. He wanted to increase the Lifeguard position to fifteen dollars an hour from thirteen and for the Pool Attendant increase the pay from eleven dollars an hour to thirteen. He said in years past that there has always been someone helping the Parks and Recreation Director with scheduling or anything else needed when he was unavailable. He is asking in this budget to formalize that part-time position at an hourly rate of seventeen dollars. Councilwoman Haffner said many residents love the pool and it adds to the community, and she has no issue increasing the pay to keep it staffed properly.

Finance Officer Bowers discussed the city employee health insurance and city liability

(Continued on next page)

insurance which she said would be added to the next regular council meeting for a motion. She said for the health insurance, staying with the same plan, that there is an 8.6-percent increase over last year, the dental insurance has a six percent increase, and the life insurance is holding at the same rate.

Finance Officer Bowers noted she added \$3,500.00 for employee incentives for either hiring for employee appreciation.

Councilwoman Haffner asked about the Lobbying Services from Liberty Partners which increased a substantial amount to which Finance Officer Bowers confirmed the increase and mentioned the services include a grant writer.

Councilwoman Haffner asked Finance Officer Bowers to discuss the Community Center entry for 1.4 million dollars. She inquired about the county Community Center being opened and it was learned that it was temporary until the Freeport Community Center is complete and open. City Manager Martin said the status of the new Freeport Community Center is that Tony Vallee from Walton County is drawing up the architectural plans. Councilwoman Haffner asked if the new Community Center would be in the same place behind City Hall to which City Manager Martin confirmed it would be.

City Manager Martin brought up the budget entry for streets. He reminded the Council Members that the city does not have a department for streets although they have accepted responsibility for numerous streets. He used Hammock Bay as an example stating the City Clerk receives one or two complaints a month about roads. He currently said the Water Department repairs the issues. He said the city can continue having the Water Department repairs the issues or buy a truck and hire a person and create a road department to do it or involve the county. He said he asked the county to take over the roads and they declined to. He requested that the county be a contractor for the city for minor road repairs. Councilwoman Haffner asked if these would be separate from the existing interlocal agreement to which City Manager Martin said yes. Councilwoman Brannon said in previous years they had looked at the roads situation and considered an independent contractor to do the repairs and their nominal contract started at two hundred fifty thousand dollars (\$250,000.00). She said if we can have the county do this work for less and take the Water Department out of the equation that would be a good thing.

Finance Director Bowers went over the budget additions for the Parks and Recreation Department based on the last budget meeting discussions. The discussion turns towards the expense of a skate park and Parks Director Digges said in the future the park lights will cost as much as the skate park estimate (five hundred thousand dollars). The Council agreed to put the allotted skate park monies (one hundred thousand dollars) into the light fund for future use.

Councilwoman Haffner asked who the Construction Inspector would report to, which City Manager Martin said would be Wastewater Supervisor Paul Johnson.

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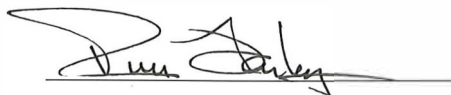
Mayor Barley brought up safety from State Road 20 to U.S. 331 and proposed using solar powered lights to help with sidewalk visibility and beautification. There was a discussion regarding possibilities and the Council directed fifty thousand dollars to be used for the project.

Councilman Hope mentioned that Mayor Barley had a good idea to help with lighting around the USPS on U.S. 331. He proposed having Chelco install two light poles at a cost of twenty dollars each per month and it would help with safety concerns in that area.

3. Adjournment

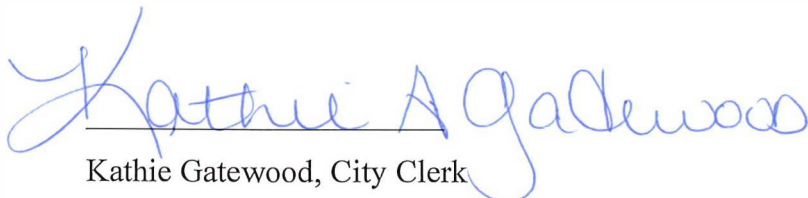
Mayor Barley motioned to adjourn. The meeting adjourned at 4:12 p.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on November 8, 2022.



Russ Barley, Mayor

ATTEST:


Kathie Gatewood, City Clerk



City of Freeport

BUDGET MEETING MINUTES

August 25, 2022, 6:00 PM
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilman Farris, Councilwoman Elizabeth Brannon, Councilman Bud Day, Councilwoman Elizabeth Haffner and Councilman Hope

Staff Members Present: City Manager Mark Martin, City Attorney Clay Adkinson, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, Planning Director Latilda Hughes-Neel, Wastewater Treatment Supervisor Paul Johnson, Parks & Recreation Director Travis Digges, Facility Maintenance Technician Steven Smith, and City Engineer Alex Rouchaleau

City Clerk Note: City Attorney Adkinson attended via telephone.

1. Meeting Called to Order

The meeting was called to order at 6:01 p.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Budget Workshop Discussion

Finance Officer Bowers presented the Council with the proposed budget and explained the changes that were made since the last budget workshop per the Council's direction.

3. Adjournment

Mayor Barley motioned to adjourn. The meeting adjourned at 6:08 p.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on September 13, 2022.


Russ Barley, Mayor

ATTEST




Kathie Gatewood, City Clerk



City of Freeport

REGULAR COUNCIL MEETING MINUTES

August 25, 2022, 6:30 PM
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilman Farris, Councilwoman Elizabeth Brannon, Councilman Bud Day, Councilwoman Elizabeth Haffner and Councilman Hope

Staff Members Present: City Attorney Clay Adkinson, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, Planning Director Latilda Hughes-Neel, Planning Technician Samantha Graves, Wastewater Treatment Supervisor Paul Johnson, Parks & Recreation Director Travis Digges, Facility Maintenance Technician Steven Smith, and City Engineer Alex Rouchaleau

City Clerk Note: City Attorney Adkinson attended via telephone.

1. Meeting Called to Order

The meeting was called to order at 6:30 p.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

The invocation was given by Councilwoman Haffner, followed by the Pledge of Allegiance to the American Flag.

3. Recognition of Guests

4. Consent Agenda

- a. Bills
- b. Regular Council Meeting Minutes – June 23, 2022
- c. Regular Council Meeting Minutes – July 12, 2022
- d. Regular Council Meeting Minutes – July 28, 2022
- e. Regular Council Meeting Minutes – August 9, 2022
- f. Revenue & Expenditure Reports Through July 2022
- g. Memo to the Council – Water and Wastewater Capacity Fees

(Continued on next page)

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

7. Consideration of Additions/Deletions to Agenda

1. Engineering – Remove US 331 North Sewer Expansion Proposed Change Order #2 from the agenda.

8. Approval of Agenda with Additions/Deletions/Changes

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

To approve removing US 331 North Sewer Expansion Proposed Change Order #2 from the agenda.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

9. Staff Reports

a. Water

(Continued on next page)

b. Sewer

1. Lift Station Quote

Wastewater Treatment Supervisor Paul Johnson directed the Council to four bids before them for a lift station. He recommended the quote from Pump and Process and explained that they offered a 5-year non-prorated warranty that the other companies did not offer.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment and there was none.

To approve the purchase of a lift station from Pump & Process in the amount of \$10,936.10 for the Wastewater Department.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

c. Parks

1. Community Garden

Parks Director Digges told the Council he had been approached a while ago by a homeschool group about starting a Community Garden on city property. He said there was a discussion with the Walton County Health Department at one time about them contributing with materials for the gardening boxes. He explained that at the time they did not have a location for a Community Garden but that they now believe they do. He said he worked with Planning Director Hughes-Neel and Dewberry to create a location near the proposed Community Center for a possible Community Garden. Councilwoman Haffner asked who would maintain the garden, to which Parks Director Digges said the homeschool group and anyone else who wanted to. She asked about the Walton County Health Department contributing and he replied that he would be reaching about out to them to see if they could still help with the purchase of materials for the gardening boxes. He said the boxes would be 3-feet by 6-feet by 3-feet in height and he believes it is a good

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fit for the area selected. He suggested the project could be revisited in one year to ensure it was being properly maintained and if it is not, the project could be dissolved. Mayor Barley asked how the garden would be regulated if someone was maintaining it and someone else wanted to participate. Parks Director Digges replied that he did not feel someone should be told no, that if there was space and someone wanted to participate that they could. He said he understood that some gardens are locked but after speaking with Planning Director Hughes-Neel and the Health Department they do not feel that should be done. He noted that if the project becomes popular there is plenty of space there to add more boxes. Councilwoman Haffner showed concern if someone was maintaining an area, and someone came along and took the fruit or vegetables grown that it would upset them. Parks Director Digges agreed and said small signs could be added to the areas saying who maintains a given area otherwise it would be on the honor system. Councilwoman Brannon said she loved the idea of the Community Garden and starting out the project small. She recommended there be set hours and Parks Director Digges agreed. He also added there should be signage for anyone with allergies. Councilwoman Haffner suggested fencing and to lock the area. She said the keys could be checked out during city hall hours.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment.

Resident John Raymond commented that he thought it was a great idea and asked who would be supplying the liability insurance, to which City Attorney Adkinson replied that the city has general liability insurance. Defuniak Herald reporter Adrienne Walline Campbell mentioned there is a difference between well and potable water, to which Parks Director Digges agreed and said they would create signage, so people knew not to drink the irrigation well water.

To approve the Community Garden as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

(Continued on next page)

d. City Manager

1. Freeport Library and City Property Lighting

City Manager Martin explained that the lights in the Freeport Library have aged quite a bit and are in need of being replaced. He asked Facility Maintenance Technician Smith to explain the quotes in the meeting package and answer any questions the Council may have. Facility Maintenance Technician Smith told the Council the current lighting is twenty-one years old and ten of the lights are no longer working. He stated the library manager offered to use county employee labor to install new lights. He said there were forty-two lights in all to be replaced and each one would take about one hour to install. Councilman Farris asked if the recommended quote was to remove ballasts to move to LED lights, to which Facility Maintenance Technician Smith said yes.

Moved by: Councilwoman Haffner

Seconded by: Councilman Hope

Mayor Barley called for public comment there was none.

To approve the purchase of lighting for the Freeport Library and City Properties from City Electric Supply (CES) in the amount of \$2,950.08.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

2. WildStar Networks

City Manager Martin told the Council under tab 11 was a map provided to him by WildStar Networks showing coverage of their service without having access to one of our towers. He said Water Supervisor Tuggle requested not to allow WildStar Networks access to the tower citing concerns over interference with city systems. City Manager Martin explained that WildStar contacted him regarding the exclusion and requested access. He said Henry Martin from WildStar was not present for the meeting. He asked the Council to look at the coverage map and said the area of U.S. 331 and State Road 20 would have a large gap in coverage if access was not granted to the remaining tower. City Attorney Adkinson said unless the city's communication provider can provide proof of potential interference

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there is no reason to exclude tower access. He further said Defuniak Springs, and Paxton are allowing full access to WildStar Networks along with the Walton County Sheriff's Office (WCSO). He said WCSO were willing to give the service a chance and if it did cause interference, it would be removed from their communications system.

Councilman Farris asked if this was the project with Walton County, to which City Manager Martin said yes. Councilman Farris said he thinks the city should give WildStar Networks a chance and Councilman Day agreed. City Attorney Adkinson asked for a motion to include the water tower site in the contract.

Moved by: Councilman Farris

Seconded by: Councilman Day

Mayor Barley called for public comment.

Resident John Raymond asked what the technology was and if it had to do with cellphones, to which the City Attorney Adkinson explained it was for wireless broadband and not for cellular service.

To include Well 3, Tank 1 in the WildStar Networks contract.

Councilwoman Brannon commented that years ago the Council decided not to put anything on the water towers and now they are, which Councilwoman Haffner agreed. She asked if this would open the door for many other companies to put things on the towers, to which City Attorney Adkinson explained in the past that the city put in place some restrictions that they felt were needed to beat the clock because the state legislature was about to pass a bill and it would assist our ability to handle that with telecommunications providers that could just come and install technology on various things. He said the city ended up putting that forward, but the bill never passed and came to fruition. He explained that what the city addressed were non-performing uses on billboards and the power sites and that in the past the city had denied private cell companies from added technology to water towers and that predates even that most recent issue. Councilwoman Brannon asked if there was anywhere else this technology could go instead and asked if the whole program would fail if the city doesn't allow WildStar Networks to come in and do this. City Attorney Adkinson said the tower in question is for the most densely populated area of Freeport and the most heavily served. He said the Council could say they do not want the technology on that water tower, but WildStar Networks has said access to this tower would fill in a major gap in the map.

Councilman Farris said he believed this was something that benefits the community. Councilman Haffner recalled Water Supervisor Tuggle talked to the Council prior about his concerns and because he is not present at tonight's meeting,

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she requested the item to be tabled until the next regular meeting. She expressed her own concerns about technology being placed on the water towers. Councilwoman Brannon agreed. Councilmen Farris and Day agreed to withdraw the motion and second to table the item. Councilman Farris said he agreed with City Attorney Adkinson that Water Supervisor Tuggle will have to provide documentation that interference with the technology could occur. He also said the Council could agree to go through with the project like the Walton County Sheriff's Office and monitor the activity to see if interference occurs.

City Clerk Note: A roll call vote was not taken.

1. City Manager Vehicle Purchase

City Manager Martin directed the Council to three vehicle quotes in the meeting package for their review. He said his recommendation was Triangle which was the lowest of the three quotes. He asked for a motion to purchase the vehicle.

Moved by: Councilman Farris

Seconded by: Councilman Hope

Mayor Barley called for public comment there was none.

To approve the purchase of a city vehicle for City Manager use from Triangle Chevrolet Buick in the amount of \$28,020.50.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

e. City Clerk

1. Regular Council Meeting Dates for November and December

City Clerk Gatewood presented the Council with calendar printouts for November and December for review for a possible change of meeting dates. She explained that November 8, 2022, was general election day and that in December the chambers would be occupied by gifts for the city Christmas Tree Angel program. After a discussion, the Council asked City Clerk Gatewood to see if the Freeport Board Room maintained by Walton County was available for those dates and to bring it back to them for a motion.

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f. Finance

1. City Insurance Renewal Quote for 2022-2023

Finance Officer Bowers presented the Council with the renewal quotes for 2022-2023 from FMIT and asked the Council for a motion to approve the rates. She also presented the Council with rates from PGIT for \$212,337.00, which she said FMIT told her they would match.

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment there was none.

To approve the FMIT city insurance renewal rates for 2022-2023 for \$212,337.00.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

2. Proposal of Employee Benefits Effective 10/1/2022

Finance Officer Bowers presented the Council with a proposal for employee benefit costs which would take effect on October 1, 2022. She asked the Council for a motion to approve the proposal.

Moved by: Councilwoman Haffner

Seconded by: Councilman Hope

Mayor Barley called for public comment there was none.

To approve the Proposal of Employee Benefits Effective 10/1/2022

A roll call vote was ordered, and the vote was as follows:

(Continued on next page)

Councilman Farris: aye
Councilwoman Brannon: aye
Councilwoman Haffner: aye
Councilman Hope: aye
Councilman Day: aye

Carried.

- g. Billing
- h. Planning

1. Final Plat Approval for Verandas Ph 2A-1

Planning Director Hughes-Neel asked the Council for a motion to approve the final plat for Verandas Ph 2A-1. She requested if the approval passed that the Council Members sign the plat immediately after the meeting.

Moved by: Councilman Farris
Seconded by: Councilwoman Haffner

Mayor Barley called for public comment and there was none.

To approve the Final Plat for Verandas Ph 2A-1

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye
Councilwoman Brannon: aye
Councilwoman Haffner: aye
Councilman Hope: aye
Councilman Day: aye

Carried.

- i. Legal

1. COVID-19 Policy

City Attorney Adkinson presented the Council with a COVID-19 Policy Resolution for review. He asked for a motion to approve Resolution to be numbered 2022-05.

Moved by: Councilwoman Haffner
Seconded by: Councilwoman Brannon

Mayor Barley called for public comment and there was none.

(Continued on next page)

To approve Resolution 2022-05 – COVID-19 Policy

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

2. South Walton High School Swim Contract

City Attorney Adkinson told the Council an agreement had been worked out regarding the swim contract and he asked for a motion to authorize the City Manager or Mayor to execute the agreement.

Moved by: Councilwoman Brannon

Seconded by: Councilman Farris

Mayor Barley called for public comment and there was none.

To authorize the City Manager or Mayor to execute the South Walton High School Swim Contract.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

j. Engineering

10. Old Business

11. New Business

- b. Councilwoman Brannon
- c. Councilman Farris
- d. Councilwoman Haffner
- e. Councilman Hope

(Continued on next page)

f. Councilman Day

12. Public Comment

Mayor Barley called for public comment and there was none.

13. Adjournment

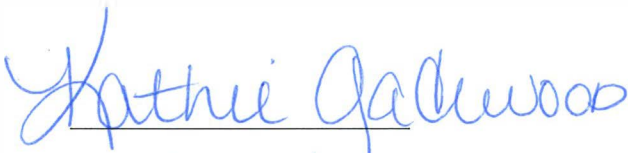
Mayor Barley motioned to adjourn. The meeting adjourned at 7:15 p.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on September 13, 2022.



Russ Barley, Mayor

ATTEST:



Kathie Gatewood, City Clerk





City of Freeport

FIRST PUBLIC BUDGET HEARING MINUTES

September 8, 2022, 5:05 PM

Council Chambers,

Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilman Farris, Councilwoman Elizabeth Brannon, Councilman Bud Day, Councilwoman Elizabeth Haffner

Staff Members Present: City Manager Mark Martin, City Attorney Clay Adkinson, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, and Water Supervisor Larry Tuggle

City Clerk Note: Councilman Hope was absent with notice.

1. Meeting Called to Order

The meeting was called to order at 5:05 p.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. First Public Budget Discussion

City Attorney Adkinson announced the millage rate of 4.7302 which is greater than the rollback rate of 3.9810 mills by 18.82%. He also announced the budget amount of \$50,825,150.00. He asked for a motion for the tentative milage rate of 4.7302.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

To approve the milage rate 4.7302

Mayor Barley asked for public comment.

Resident Jacqueline Dabney told the Council she opposed to any type of an increase, to which City Attorney Adkinson and Councilwoman Haffner let her know there has been no increase. City Attorney Adkinson further explained that the millage rate for approval was the same as last year. Councilwoman Brannon stated the millage rate has been the same for at least fourteen years. City Attorney Adkinson explained that when the property values increase, the taxes increase. Ms. Dabney suggested the city use the rollback rate due to the increase in property taxes and everyday cost of living.

(Continued on next page)

Resident David Hewins said he did not have an objection to the millage rate proposed, but he said it would be a huge help to everyone if the city made the financial audit available to everyone. City Attorney Adkinson replied that the information is available on the city website and available through public record request with the City Clerk. Mr. Hewins commented that each year the city expenses grow in a linear way and sooner or later the milage rate will have to increase.

City Clerk Note: Financial Audits are available on the city website under Finance or by Public Record Request through the City Clerk's Office.

Resident Lynn Edwards said she understood the city was not increasing the milage and that property assessment values are increasing and asked who oversaw those increases. City Attorney Adkinson replied the Property Appraiser's Office. She asked when residents are given an opportunity to make a statement about those increases, to which he replied there is a Value Adjustment Board that the city has no connection to that residents can request to appear before their board.

Resident Gerard Amend said he understood the property values have gone up, but he does not understand the statement the city sent residents, to which Councilwoman Haffner said was from the county not the city. Mr. Amend discussed the notice regarding the rollback rate. City Attorney Adkinson explained the rollback rate is 3.9810 and it the city has not had a millage rate below 4.0 in over thirty-five years. Mr. Amend said the tax base has increased and asked where the money is being spent. City Attorney Adkinson said the city did not increase utility costs and have expanded municipal services. Councilwoman Haffner stated the city costs have increased as well but they have not increased utility costs and the materials have increased by 200-300%. Mr. Amend said his property taxes will double. City Attorney Adkinson said he should contact the property appraiser.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Day	aye

Carried.

City Attorney Adkinson asked the Council for a motion to accept the budget.

Moved by: Councilwoman Haffner

Seconded by: Councilman Farris

To accept the 2022-2023 budget for \$50,825,150.00.

A roll call vote was ordered, and the vote was as follows:

(Continued on next page)

Councilman Farris: aye
Councilwoman Brannon: aye
Councilwoman Haffner: aye
Councilman Day aye

Carried.

City Attorney Adkinson asked the Council for a motion to set the Final Budget Hearing for September 19, 2022 at 5:05pm at City Hall.

Moved by: Councilman Farris
Seconded by: Councilwoman Brannon

To approve September 19, 2022, at 5:05pm for the Final Budget Meeting at Freeport City Hall.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye
Councilwoman Brannon: aye
Councilwoman Haffner: aye
Councilman Day aye

Carried.

3. Adjournment

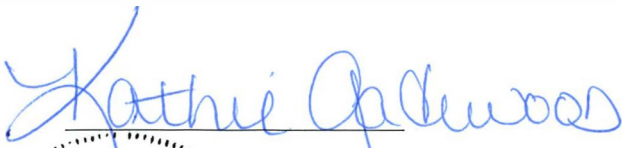
Mayor Barley motioned to adjourn. The meeting adjourned at 5:21 p.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on September 13, 2022.



Russ Barley, Mayor

ATTEST:



Kathie Gatewood, City Clerk





City of Freeport

REGULAR COUNCIL MEETING MINUTES

September 13, 2022, 9:00 AM

Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilman Eddie Farris, Councilwoman Elizabeth Brannon, Councilman Bud Day, Councilwoman Elizabeth Haffner and Councilman Tripp Hope

Staff Members Present: City Attorney Clay Adkinson, City Manager Mark Martin, City Clerk Kathie Gatewood, Finance Officer Sara Bowers, Wastewater Supervisor Robert Fawcett, Water Supervisor Larry Tuggle, Parks & Recreation Director Travis Digges, Billing Supervisor Lourdes Johnson, and City Engineer Alex Rouchaleau

1. Meeting Called to Order

The meeting was called to order at 9:00 a.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

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

3. Recognition of Guests

Mayor Barley thanked Walton County Commissioner Boots McCormick for attending the meeting.

4. Consent Agenda

- a. Bills
- b. Budget Workshop Minutes – August 25, 2022
- c. Regular Council Meeting Minutes – August 25, 2022
- d. First Public Budget Hearing Minutes – September 8, 2022
- e. Liberty Partners Contract Approval
- f. A to Z Lock & Safe Alarm System Estimate for City Hall

(Continued on the next page)

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

Moved by: Councilwoman Brannon

Seconded by: Councilman Farris

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

7. Consideration of Additions/Deletions to Agenda

There were no additions, changes, or deletions made.

8. Approval of Agenda as presented

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

To approve the agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

9. Staff Reports

a. Water

b. Sewer

(Continued on the next page)

c. Parks

1. MADD 5K Event

Parks Director Digges let the Council know there will be a special event at the Regional Sports Complex on September 18, 2022, in the Hammock Bay Green Area. He said there would be a ten-minute road closure in the early morning.

d. City Manager

1. WildStar Networks

City Manager Martin said this discussion was a continuation from a previous meeting. He let the Council know a representative from WildStar Networks was present. WildStar Networks representative Henry Martin summarized his role in the county to date and with his current employment with WildStar. He said there was a realization that there was a need for wireless broadband.

Walton County Media Manager Jason Cook spoke to the Council and summarized the need and process of obtaining wireless broadband for this project. He said this project was started before COVID-19 but that during the pandemic it was better understood how much it was needed. He let the Council know that WildStar has entered into an agreement with the City of Paxton and Defuniak Springs. He said the reason they desire to use the water towers is because it is cheaper than any other location. Councilman Hope asked if there were any health concerns to be wary of, to which Mr. Cook said no, that it wasn't 5G technology.

Councilwoman Haffner recalled that when the matter was first brought up that the Council allowed all of the water towers to be used except for the one with all of the city's equipment on it. She said the Water Supervisor did not want the technology on that water tower out of concern for interference which she respected. She did not understand why there was such a large coverage gap and she could not support adding the last water tower if staff has safety concerns.

Councilman Farris said he was aware that the City Manager, City Attorney and the Water Supervisor had worked out an agreement for contacting staff before having access. He said he thinks this is a good thing for the city, that it is a pilot program and may not last, but he supported it. He made the motion to approve.

Councilwoman Brannon stated that she is a real estate agent and understands the need for better internet in the county. She thanked Walton County and WildStar for offering the program. She recalled at the previous meeting that she conceded to the agreement for the four water towers although she never wanted anything on any of the towers. She said for this water tower that she could not support the motion.

Councilman Hope said with situations like COVID-19 and school violence there

(Continued on next page)

are more and more kids attending virtual school and it is an issue with limited internet access. Councilwoman Haffner said the gap exists where people already have access to Internet from other providers.

Henry Martin explained that there is no interference, and the frequency is the same one used by emergency services. He said WildStar is willing to add to the contract that if there is interference, they will remove the technology.

Moved by: Councilman Farris
Seconded by: Councilman Hope

Mayor Barley called for public comment there was none.

To include Well 3, Tank 1 in the WildStar Networks contract.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	nay
Councilwoman Haffner:	nay
Councilman Hope:	aye
Councilman Day	aye

The motion passed 3-2.

2. City Redistricting Map Guidance Discussion

City Manager Martin told the Council under tab were the proposed redistricting maps. City Attorney Adkinson said if the Council has had a chance to review the maps and wants to move forward that he recommends having a special meeting to discuss it further. He said the meeting would be attended by Supervisor of Elections Bobby Beasley and incoming Supervisor of Elections Ryan Messer for a question-and-answer session. City Attorney Adkinson asks the Council to coordinate with him for special meeting dates and times.

3. City Website & Office Phones Guidance Discussion

City Manager Martin reminded the Council of the past website issues and let them know that he has been exploring different companies. He said it would take time to change to a new website and there would be a cost as well. He said City Clerk Gatewood has dealt with the preferred company in the past and it was head and shoulders above the other companies. He asked if the Council would like him to keep exploring, to which Councilman Hope said yes and the other Council Members agreed.

(Continued on next page)

City Manager Martin discussed the difficulties with the city desk phones, to which City Clerk Gatewood agreed. He reminded the Council that RingCentral was previously discussed in a meeting. He asked the Council if they would like him to keep exploring RingCentral which they agreed.

4. Human Resources Position

City Manager Martin directed the Council to the package entry for the Human Resources position. Councilwoman Haffner asked for details of the position and pay, which was between \$45,000-\$65,000 per year. City Clerk Gatewood asked if the position was exempt or not, to which City Attorney Adkinson replied exempt.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment there was none.

To approve the posting of the Human Resources Generalist position on October 1, 2022.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

e. City Clerk

1. Regular Council Meeting Dates for November and December

City Clerk Gatewood reminded the Council of their last discussion to possibly move the November and December Regular Council Meeting dates to the Freeport Board Room 842 State Highway 20 East, Freeport, FL 32439. She said she was able to reserve the room for both dates and times. She asked for a motion to formally move the meetings.

Moved by: Councilwoman Haffner

Seconded by: Councilman Farris

Mayor Barley called for public comment there was none.

(Continued on next page)

To approve moving the November 8, 2022 at 9am and December 13, 2022 at 9am regular council meetings to the Freeport Board Room at 842 State Highway 20 East, Freeport FL 32439

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

- f. Finance
- g. Billing
- h. Planning

1. Oakfield Estates Replat

Planning Director Hughes-Neel asked for a motion to approve the Oakfield Estates Replat map as presented.

Moved by: Councilwoman Haffner

Seconded by: Councilman Hope

Mayor Barley called for public comment and there was none.

To approve the Oakfield Estates Replat map as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

2. RLJ Irrevocable Trust Abandonment Request

Planning Director Hughes-Neel summarized the request and asked the Council for a motion to approve the resolution.

(Continued on next page)

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment.

Debra Jenkins, Hazelwood Apartments Property Manager (Southeastern Management) asked how this would affect their property, to which Planning Director said it would not and she would be happy to speak with her in more detail after the meeting.

To approve the RLJ Irrevocable Trust Abandonment Resolution 2022-06 as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

3. LDC Revision to Appendix D Technical Standard Manuel

Planning Director Hughes-Neel summarized the document and asked the Council for a motion to approve the ordinance.

Moved by: Councilwoman Haffner

Seconded by: Councilman Hope

Mayor Barley called for public comment and there was none.

To approve Ordinance 2022-10 LDC Revision to Appendix D Technical Manual

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

(Continued on next page)

Planning Director Hughes-Neel read the ordinance into record:

AN ORDINANCE AMENDING THE FREEPORT LAND DEVELOPMENT CODE; REVISIONS APPENDIX D; PROVIDING FOR AUTHORITY AND PURPOSE, CONFLICT SEVERABILITY, AND AN EFFECTIVE DATE.

i. Legal

1. Amended American Metal Bearing Company (AMB) Direction

City Attorney Adkinson reminded the Council that they had given the City Manager authority to negotiate with American Metal Bearing (AMB) regarding land that would be provided to them at low or no cost in exchange for meeting certain economic criteria, for a specific amount of jobs and certain wages. He said the land would be in the roughly eight-five acres that the city purchased for a new sewer treatment plant. He explained that the city planned to carve off up to ten acres for the American Metal Bearing negotiations. He noted that after numerous discussions that some things have changed. He expressed that alert the Council to the changes is not to suggest that anyone at American Metal Bearing or otherwise has not fulfilled, but that the method of how they wish to construct their building as taken a different path. He told the Council that in his talks with Space Florida, which included former City Manager Charlie Simmons and current City Manager Martin, along with Liberty Partners and AMB, have changed so that AMB would be working out a deal with Space Florida to privately fund the start of construction and then Space Florida would take out the debt service in exchange for their economic development in this area; to do that however, the property would be conveyed to AMB, it would be leased from the city to Space Florida. Instead of the lease, AMB could ask the city deeding the property to them. He said the city is considering a lease between fifteen and thirty acres. This looks like fifteen and twenty is about the range it will come to. He said the scenario is quite different than what the Council approved. He expressed that he believed this was a safer option for the city and wanted to be sure with the Council that they were okay with this direction. He requested the Council to do two things. One, to rescind their prior of conveying the property to AMB at low or no cost for job performance being met. And two, issue a new offer with Space Florida for a lease on the same property providing that certain job performance metrics consistent with what we previously discussed between twenty-five and thirty-five job with an average wage of around ninety thousand dollars a year be met. He said the final documents would be negotiated and brought back to the Council.

Former City Manager Charlie Simmons told the Council agreed with City Attorney Adkinson that the city is in a better position to negotiate with Space Florida than AMB. He said the City of Freeport has done all that they can and it is time to draw a line in the sand to start getting the negotiations moving forward. City Attorney Adkinson said that Space Florida has relayed to the city that even if the project does

(Continued on next page)

not move forward with AMB that they are happy to look at other contractors for the area.

Moved by: Councilman Hope

Seconded by: Councilman Farris

Mayor Barley called for public comment and there was none.

To rescind the prior offer concerning American Metal Bearing (AMB) and to enter into a new offer with Space Florida for a lease agreement and that the city does not pursue any funding until there is a dual binding agreement.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

Councilwoman Brannon asked that the motion include the word dual for the binding agreement and Councilmen Hope and Farris agreed to amend their motion.

j. Engineering

10. Old Business

11. New Business

a. Mayor Barley

1. Employee of the Quarter

Mayor Barley presented Wastewater employee Stacy Ward with the Employee of the Quarter award certificate and gift card then thanked her for all her hard work.

b. Councilwoman Brannon

c. Councilman Farris

d. Councilwoman Haffner

e. Councilman Hope

f. Councilman Day

(Continued on next page)

12. Public Comment

Mayor Barley called for public comment and there was none.

13. Adjournment

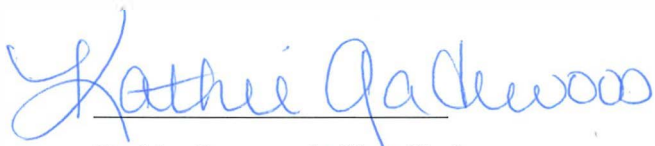
Mayor Barley motioned to adjourn. The meeting adjourned at 10:07 a.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on November 8, 2022.



Russ Barley, Mayor

ATTEST:



Kathie Gatewood, City Clerk





City of Freeport

FINAL BUDGET MEETING MINUTES

September 19, 2022, 5:05 PM
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilman Eddie Farris, Councilwoman Elizabeth Brannon, Councilman Bud Day, Councilwoman Elizabeth Haffner and Councilman Tripp Hope

Staff Members Present: City Manager Mark Martin, City Attorney Clay Adkinson, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, and Planning Director Latilda Hughes-Neel

1. Meeting Called to Order

The meeting was called to order at 5:05 p.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Final Budget Discussion

City Attorney made the required statutory statements and then asked the Council for a motion to approve a resolution for the proposed millage rate of 4.7302.

Moved by: Councilwoman Brannon
Seconded by: Councilwoman Haffner

To accept Resolution 2022-07 for the millage rate of 4.7302

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

(Continued on next page)



City Attorney asked the Council for a motion to approve a resolution for the proposed budget for fiscal year 2022-2023.

Moved by: Councilman Farris
Seconded by: Councilwoman Haffner

To accept the final budget of \$50,825,150.00 for Resolution 2022-08

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

3. Adjournment

Mayor Barley motioned to adjourn. The meeting adjourned at 5:06 p.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on November 8, 2022.



Russ Barley, Mayor



Kathie Gatewood, City Clerk



City of Freeport

SPECIAL COUNCIL MEETING MINUTES

September 22, 2022, 5:30 PM

Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilman Eddie Farris, Councilman Bud Day, Councilwoman Elizabeth Haffner and Councilman Tripp Hope

Staff Members Present: City Attorney Clay Adkinson, City Manager Mark Martin, City Clerk Kathie Gatewood, and Finance Officer Sara Bowers

City Clerk's Note: Councilwoman Brannon was absent with notice.

1. Meeting Called to Order

The meeting was called to order at 5:30 p.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Districting Maps Discussion

City Manager Martin explained the multiple districting map options presented to the Council. He described how he worked with the Walton County GIS department to formulate the best options possible using the required guidelines. City Attorney Adkinson discussed the different options and explained how the rapid growth of the city would play a role in the maps. There was a discussion surrounding at-large districts and the benefits. Councilwoman Haffner expressed how at-large districts would eliminate future problems that could be caused by rapid city growth. Walton County Supervisor of Elections Bobby Beasley and Elect-Supervisor of Elections Ryan Messer, both present, discussed different options with the Council.

Moved: Councilwoman Haffner

Seconded: Councilman Farris

Mayor Barley called for public comment and there was none.

To approve one at-large districting map to be brought to the next regularly scheduled Council Meeting for approval.

A roll call vote was ordered, and the vote was as follows:

(Continue on next page)



Councilman Farris:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

City Clerk's Note: A copy of the district map options discussed are available in the City Clerk's office.

3. Adjournment

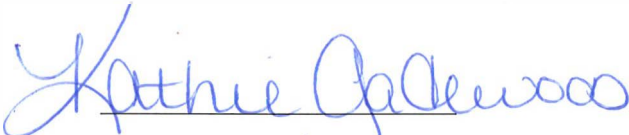
Mayor Barley motioned to adjourn. The meeting adjourned at 6:18 p.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on January 10, 2023.



Russ Barley, Mayor

ATTEST:


Kathie Gatewood, City Clerk



City of Freeport

REGULAR COUNCIL MEETING MINUTES

September 22, 2022, 6:30 PM
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilman Eddie Farris, Councilman Bud Day, Councilwoman Elizabeth Haffner and Councilman Tripp Hope

Staff Members Present: City Attorney Clay Adkinson, City Manager Mark Martin, City Clerk Kathie Gatewood, Finance Officer Sara Bowers, Wastewater Supervisor Robert Fawcett, Wastewater Treatment Supervisor Paul Johnson, Water Supervisor Larry Tuggle, Parks & Recreation Director Travis Digges, Planning Director Latilda Hughes-Neel, Billing Supervisor Lourdes Johnson, and City Engineer Alex Rouchaleau

City Clerk Note: Councilwoman Brannon was absent with notice.

1. Meeting Called to Order

The meeting was called to order at 6:30 p.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

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

3. Recognition of Guests

4. Consent Agenda

- a. Bills
- b. Revenue and Expenditures Report Through August 31, 2022
- c. RingCentral Contract

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

(Continue on next page)

Moved by: Councilwoman Haffner
Seconded by: Councilman Day

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

7. Consideration of Additions/Deletions to Agenda

1. City Manager – Living History Park
2. City Manager – Council Meeting Livestreaming

8. Approval of Agenda with Additions

Moved by: Councilwoman Haffner
Seconded by: Councilman Hope

To approve the agenda with the additions presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

9. Staff Reports

- a. Water
- b. Sewer
- c. Parks
- d. City Manager
 1. Living History Park

(Continued on next page)

City Manager presented the Council with a site plan created by Dewberry for a park. He explained that land for the park is locally owned near old city hall. The owner wants to donate the property to the city. He asked the Council for approval to perform a survey on the land due to issues with the legal description. City Attorney Adkinson expressed his difficulty with the legal description for the property and said he would need a survey to pursue the project.

Moved by: Councilman Farris

Seconded by: Councilman Hope

Mayor Barley called for public comment there was none.

To approve a survey to be performed on the presented potential land donation to the city.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

2. Council Meeting Livestreaming

City Manager Martin asked the Council for direction regarding livestreaming the City Council meetings. He met with Jason Cook, Walton County Technology and Media Manager, to better understand options that would work for the City of Freeport. City Manager Martin let the Council know he has emailed each one of them several options and asked that they review the options and offer direction if they would like to move forward with the project.

e. City Clerk

f. Finance

1. Interlocal Agreement

Finance Officer Bowers asked the Council for approval of the Interlocal Agreement with Walton County presented in the meeting package. She explained approval was required so she could begin submitting reimbursement requests. City Attorney Adkinson confirmed the agreement had already been approved by the county. He said approval would allow the city to accept funding for the sewer expansion.

(Continue on next page)

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment there was none.

To approve the presented interlocal agreement with Walton County.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

2. Budget Amendment

Finance Officer Bowers asked the Council for a motion to approve the proposed Budget Amendment.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment there was none.

To approve the proposed Budget Amendment as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

g. Billing

h. Planning

1. Non-Profit Language for Waivers

Planning Director Hughes-Neel reminded the Council at the August 9, 2022, council meeting there was a discussion and approval for fees for the Planning and Zoning Department for a non-profit organization in good standing. She added that the Council directed herself and City Manager Martin to come back to the Council

(Continue on next page)

with language that could be used as a policy moving forward for the Planning and Zoning Department. She said this policy would be for non-profit entities applying for a development application and their fees may be waived after producing their current non-profit/non-for-profit status in good standing with the submittal of their development package. She noted that the fee waiver shall not extend to the consulting review fees including but not limited to consulting engineering review fees, consulting surveyor fees, and so on. Councilwoman Haffner asked if staff will be verifying information submitted, to which Planning Director Hughes-Neel replied yes.

Moved by: Councilwoman Haffner

Seconded by: Councilman Hope

Mayor Barley called for public comment or further Council discussion and there was none.

To approve non-profit language for Planning and Zoning Department fee waivers.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

2. Freeport Master Pedestrian Plan

Planning Director Hughes-Neel turned the floor over to Planning Intern Summer Ammirata-Mall to show the Council the Freeport Master Pedestrian Plan. She told the Council the Planning Department was in the beginning stages of developing the plan and wanted to go over what was created so far. She proposed the idea of creating an outreach survey for the public to provide feedback, saying this survey could be placed on the website and social media. She said staff was seeking a motion for approval to continue forward with the Freeport Master Pedestrian Plan and to post a Public Outreach Survey on the City Website.

Councilman Farris exclaimed that he loved the presentation, and he has been a longtime advocate for this. Councilman Hope agreed that it was a great presentation that has been long overdue. The Council and Planning Director Hughes-Neel commended Planning Intern Ammirata-Mall for the detailed and well laid out presentation.

(Continue on next page)

City Clerk's Note: An electronic copy of the above-mentioned presentation is available by request from the City Clerk's Office.

Moved by: Councilman Hope

Seconded by: Councilman Farris

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the Planning Department to continue moving forward with the Freeport Master Pedestrian Plan and post a related public outreach survey on the City Website.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

i. Legal

1. MOU with Walton County Economic Development Alliance (EDA)

City Attorney Adkinson presented the Council with an interlocal agreement and told the Council there would be no Memorandum of Understanding (MOU) moving forward. He asked for a motion to adopt the interlocal agreement.

Moved by: Councilwoman Haffner

Seconded by: Councilman Farris

Mayor Barley called for public comment or further Council discussion and there was none.

To adopt the presented interlocal agreement.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Haffner:	aye
Councilman Hope:	aye
Councilman Day	aye

Carried.

(Continue on next page)

j. Engineering

10. Old Business

11. New Business

a. Mayor Barley

1. Light poles at Freeport Post Office

Mayor Barley let the Council know he is working with Chelco regarding the lighting at the Freeport Post Office.

b. Councilwoman Brannon

c. Councilman Farris

d. Councilwoman Haffner

e. Councilman Hope

f. Councilman Day

12. Public Comment

Mayor Barley called for public comment and there was none.

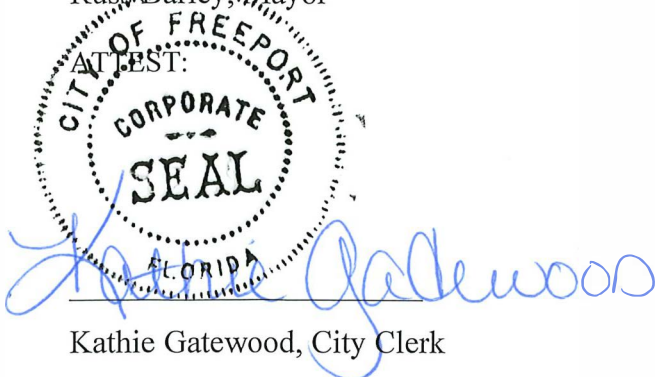
13. Adjournment

Mayor Barley motioned to adjourn. The meeting adjourned at 7:00 p.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on January 10, 2023.



Russ Barley, Mayor



Kathie Gatewood, City Clerk



City of Freeport

REGULAR COUNCIL MEETING MINUTES

October 11, 2022, 9:00 AM

Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilman Farris, Councilwoman Elizabeth Brannon, and Councilman Bud Day

Staff Members Present: City Attorney Clay Adkinson, City Manager Mark Martin, City Clerk Kathie Gatewood, Finance Officer Sara Bowers, Planning Director Latilda Hughes-Neel, Planning Technician Samantha Graves, Wastewater Treatment Supervisor Paul Johnson, and City Engineer Alex Rouchaleau

1. Meeting Called to Order

The meeting was called to order at 9:00 a.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

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

3. Recognition of Guests

Mayor Barley recognized Tim Parsons of Liberty Partners and thanked him for attending.

4. Consent Agenda

a. Bills

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

Moved by: Councilman Day

Seconded by: Councilwoman Brannon

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Day	aye

Carried.

7. Consideration of Additions/Deletions to Agenda

1. Addition – Legal – Resignation of Councilman Tripp Hope
2. Addition – Parks – Pickup Truck Purchase

8. Approval of Agenda with Additions Presented

Moved by: Councilman Farris
Seconded by: Councilman Day

To approve the agenda with additions presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Day	aye

Carried.

9. Staff Reports

- a. Water
- b. Sewer
- c. Parks

1. Updates

City Manager Martin gave the Council updates on behalf of Parks Director Digges who was delivering hurricane relief supplies to south Florida. He let the Council know the Splashpad will be closed on October 24, 2022 and there is a Halloween event in the Regional Sports Complex on October 29, 2022 for trick or treating and a movie.

2. Purchase of Parks Pickup Truck

Finance Officer Bowers gave some background on the Parks Department and their quest to find a truck to purchase. She reminded the Council that Parks has

(Continue on next page)

four employees and soon will have five. The department has three trucks, one of which is borrowed from the Water Department and on its last leg. Parks Director Digges has been unsuccessful in finding a truck within the budgeted amount. Finance Officer Bowers requested a motion to approve the \$10,245.00 overbudget amount so the Parks Department can purchase a truck. Councilman Farris commented that the Parks Department needs the truck.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment and there was none.

To approve the additional \$10,245.00 needed to purchase a Parks Department truck.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Day	aye

Carried.

d. City Manager

e. City Clerk

1. City Hall Electronic Sign Discussion

City Attorney Adkinson led the discussion due to the subject predated City Clerk Gatewood's time with the city. He said he consulted with Finance Officer Bowers about doing this as a single source purchase considering the difficulty in getting parts for the sign, etc. He said ultimately although this is an upgrade, it is really a replacement and because it is over \$25,000.00 a formal bid will need to occur before bringing it back to the Council.

f. Finance

g. Billing

h. Planning

i. Legal

1. Revised Development Agreement for Quail Run

(Continue on next page)

City Attorney Adkinson explained the revision details to the Council asked for a motion to approve the agreement.

Moved by: Councilman Farris
Seconded by: Councilman Day

Mayor Barley called for public comment and there was none.

To approve the Quail Run Revised Development Agreement as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Day	aye

Carried.

2. Four Mile Road Sewer Upgrades

City Attorney Adkinson gave the Council a history of the sewer lines in the area, which are some of the oldest lines in the city. He guessed the sewer lines date back to the 1960's and 1970's. He said a developer has purchase property in the development area and is in the development process. He told the Council the request being proposed is from city staff not the developer. He said the developer has a responsibility to put in upgrade and put in larger pipes for the area and is ready to follow through. He said there were several issues. One, city lands pre-date either good recordkeeping practices in the 1970's or perhaps pre-date obtaining individual documentation for each foot of line in the ground, and two, Four Mile Road has geographical and wetland challenges as you proceed back. He explained that the city lines appear to be down the middle of the road which is not true. He said the city can use the courts to establish prescriptive rights, but he is requesting the Council allow staff to contact the property owners, which is 7-11 owners of 9 total parcels to request an easement. He noted many of the residents are longtime residents.

Moved by: Councilman Farris
Seconded by: Councilwoman Brannon

Mayor Barley called for public comment and there was none.

To authorize staff to reach out to property owners along Four Mile Road where the existing city sewer lines run to obtain easements to allow the city to maintain, repair and improve, if necessary, those lines as well as repairing and replacing any

(Continue on next page)

property to as good or better standard than the time the city entered over the property.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Day	aye

Carried.

3. City Charter Ordinance

City Attorney Adkinson reminded the Council at their Special Council Meeting in September he was given direction to bring the at-large district map back to them for approval. He asked for a motion to hold first reading and to advertise for second reading to be at the November 8 regular council meeting.

Moved by: Councilwoman Brannon

Seconded by: Councilman Day

Mayor Barley called for public comment and there was none.

To approve first reading for the City Charter Ordinance and to advertise for second reading to be held on November 8, 2022, at the regular council meeting.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Day	aye

Carried.

City Attorney Adkinson held first reading:

AN ORDINANCE REPEALING, IN PART, AND THEREBY REPLACING, IN PART, ORDINANCE NUMBER 14, SECTION 1, THEREBY AMENDING CHAPTER 2 “ADMINISTRATION”, ARTICLE II “CITY COUNCIL”, SECTION 2-21 “COUNCIL DISTRICTS ESTABLISHED” AND REPEALING, IN PART, AND THEREBY REPLACING, IN PART, ORDINANCE 84-2, SECTION 5, THEREBY AMENDING CHAPTER 7 “ELECTIONS”, SECTION 7-3 “SAME – ELECTION RESULTS”; PROVIDING FOR CONFLICTS AND SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

(Continue on next page)

4. Resignation of Councilman Tripp Hope

City Attorney Adkinson informed the Council that Councilman Hope had resigned effective September 30, 2022. He explained Mr. Hope worked for the school district for many years and was in the Florida Retirement System (FRS). He said there was a conflict with his retirement and he is no longer able to serve on the Council. He asked the Council to work with City Manager Martin and Mayor Barley on compiling a list for potential replacements.

j. Engineering

1. Bid results for Water Tank Painting

City Engineer Rouchaleau said there were two bids received for the project. He said the low bidder was Tank Pro at \$318,448.00. He noted both companies were good and have worked with the city in the past. He recommended Tank Pro and asked the Council for a motion to approve.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment and there was none.

To approve the Tank Pro bid of \$318,448.00 for Water Tank Painting.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Day	aye

Carried.

2. Engineering proposal for Phase II CR-3280 Water Main Upgrade

City Engineer Rouchaleau summarized the proposal for the Council and asked for a motion to approve.

Moved by: Councilman Farris

Seconded by: Councilman Day

Mayor Barley called for public comment and there was none.

To approve the Engineering Proposal for Phase II CR-3280 Water Main Upgrade as presented.

(Continue on next page)

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Day	aye

Carried.

3. Proposed Change Order for 1.5 MGD WWTF Expansion Project

City Engineer Rouchaleau asked for approval for the above-mentioned change order.

Moved by: Councilwoman Brannon
Seconded by: Councilman Farris

Mayor Barley called for public comment and there was none.

To approve the Proposed Change Order for 1.5 MGD WWTF Expansion Project contingent on USDA approval.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Day	aye

Carried.



10. Old Business

11. New Business

- a. Mayor Barley
- b. Councilwoman Brannon
- c. Councilman Farris
- d. Councilwoman Haffner
- e. Councilman Day

12. Public Comment

Mayor Barley called for public comment and there was none.

13. Adjournment

Mayor Barley motioned to adjourn. The meeting adjourned at 9:33 a.m.

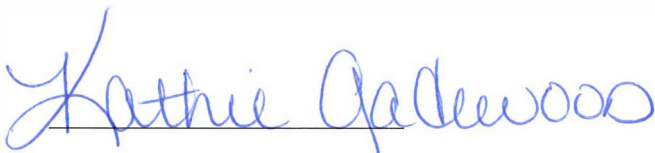
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Minutes were prepared by City Clerk Gatewood and approved by the City Council on January 10, 2023.

A handwritten signature in black ink, appearing to read "Russ Barley", written over a horizontal line.

Russ Barley, Mayor

ATTEST:

A handwritten signature in blue ink, appearing to read "Kathie Gatewood", written over a horizontal line.

Kathie Gatewood, City Clerk





City of Freeport

REGULAR COUNCIL MEETING

October 27, 2022, 6:30 PM
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilman Farris, Councilwoman Elizabeth Brannon, Councilman Bud Day, and Councilwoman Elizabeth Haffner

Staff Members Present: Finance Officer Sara Bowers, Planning Director Latilda Hughes-Neel, Senior Planner Samantha Graves, Parks & Recreation Director Travis Digges, Wastewater Treatment Supervisor Paul Johnson, and City Manager Mark Martin

1. Meeting Called to Order

The meeting was called to order at 6:34 pm by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

The invocation was given by Councilwoman Haffner, followed by the Pledge of Allegiance to the American Flag.

3. Recognition of Guests

4. Consent Agenda

a. Bills

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

Moved by: Councilwoman Haffner

Seconded by: Councilman Day

To approve the Consent Agenda as presented.

(Continued on next page)

A roll call vote was ordered and the vote was as follows:

Councilwoman Haffner:	aye
Councilman Day:	aye
Councilman Farris:	aye
Councilwoman Brannon:	aye

Carried.

7. Consideration of Additions/Deletions to Agenda

1. Parks – Addition of request from Freeport Football & Cheer Association to the agenda.

8. Approval of Agenda with Additions/Deletions/Changes

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

To approve the Consent Agenda as presented.

A roll call vote was ordered and the vote was as follows:

Councilwoman Haffner:	aye
Councilman Day:	aye
Councilman Farris:	aye
Councilwoman Brannon:	aye

Carried.

9. Staff Reports

a. Water

1. Previously Budgeted 800 Gallon Vactron Purchase

Finance Officer Sara Bowers presented the request on behalf of Water Supervisor Larry Tuggle. Officer Bowers explained that the item was under the Sheriff's contract and was already budgeted but was going to be \$2,500.00 over the budgeted amount.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

To approve the purchase previously budgeted 800 gallon Vactron at a price of \$48,501.00.

A roll call vote was ordered and the vote was as follows:

(Continued on next page)

Councilwoman Haffner: aye
Councilman Day: aye
Councilman Farris: aye
Councilwoman Brannon: aye

Carried.

b. Sewer

c. Parks

1. Updates

Parks and Recreation Director Digges gave the Council a brief update on upcoming events at the City Sports & Recreation Complex. The annual Trunk or Treat will be held on 10/29/2022 and will be followed by the outdoor movie night. Bayfest will be held on 11/5/2022 from 10am – 6pm.

2. Freeport Football & Cheer Association Use Request

Director Digges explained that the FFCA is once again requesting permission to use the City fields, lights, Concession stand #3, and storage building from 11/14/2022 – 02/3/2022. This is the same agreement which has been in effect in the previous year.

Moved by: Councilwoman Haffner

Seconded by: Councilman Farris

To approve the request by the Freeport Football & Cheer Association as presented.

A roll call vote was ordered and the vote was as follows:

Councilwoman Haffner: aye
Councilman Day: aye
Councilman Farris: aye
Councilwoman Brannon: aye

Carried.

d. City Manager

1. Council Member Appointment

City Manager Mark Martin told the Council Members that two names had been proposed for the vacancy, Quinn Caswell and Tracey Dickey. Councilwoman Brannon stated that both individuals were excellent candidates and she felt that either would do a good job.

(Continued on next page)

Moved by: Councilwoman Brannon
Seconded by: Councilman Eddie Farris

To approve the appointment of Tracy Dickey to the City Council.

A roll call vote was ordered and the vote was as follows:

Councilwoman Haffner:	aye
Councilman Day:	aye
Councilman Farris:	aye
Councilwoman Brannon:	aye

Carried.

e. City Clerk

f. Finance

g. Billing

1. November and December Disconnects

Finance Officer Sara Bowers addressed the Council. She explained that in the past the City has canceled disconnects for non- or late payments of water and sewer bills during the months of November and December.

Moved by: Councilman Farris
Seconded by: Councilwoman Haffner

To cancel disconnects for non- or late payments of water and sewer bills during the months of November and December.

A roll call vote was ordered and the vote was as follows:

Councilwoman Haffner:	aye
Councilman Day:	aye
Councilman Farris:	aye
Councilwoman Brannon:	aye

Carried.

h. Planning

1. Creekside Warehouses, Major Development Application

(Continued on next page)

Senior Planner Samantha Graves addressed the Council. This is a major development located at the corner of Old Jolly Bay Rd and Ramsey Branch Rd, consisting of 23,625sf of warehouse, manufacturing, general commercial, and retail. The technical review has been completed for this project and all comments have been addressed. Staff is recommending approval with the following conditions: the developer must buyout the protected trees that were unable to be replanted on the site at a price agreed to by the city, and a copy of the potable water permit must be submitted prior to the pre-construction conference being held. The Planning and Development Review Board heard this development proposal on October 5th, 2022 and is recommending approval with these previously mentioned conditions.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

To approve the issuance of this Development Order with the conditions as stated.

A roll call vote was ordered and the vote was as follows:

Councilwoman Haffner:	aye
Councilman Day:	aye
Councilman Farris:	aye
Councilwoman Brannon:	aye

Carried.

2. Marquis Storage Phase 2, Major Development Application

Planner Graves again addressed the Council. Creekside Warehouses is also a Major Development located on Fidelity Road, .30 miles South of the intersection of SR20 and US Hwy 331, consisting of 91,048sf of mini-storage. The technical review has been completed for this project and all comments have been addressed. Staff is recommending approval. The Planning and Development Review Board heard this development proposal on October 5th, 2022 and is recommending approval.

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

To approve the issuance of this Development Order as presented.

A roll call vote was ordered and the vote was as follows:

Councilwoman Haffner:	aye
Councilman Day:	aye
Councilman Farris:	aye
Councilwoman Brannon:	aye

(Continued on next page)

Carried.

3. Final Plat approval- Aurora at Hammock Bay

Planning Director Latilda Hughes-Neel explained to the Council that this plat was the Final plat of Hammock Bay PDP3 Pod A. All inspections have been completed.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

To approve the Final Plat of Aurora at Hammock Bay.

A roll call vote was ordered and the vote was as follows:

Councilwoman Haffner:	aye
Councilman Day:	aye
Councilman Farris:	aye
Councilwoman Brannon:	aye

Carried.

i. Legal

j. Engineering

10. Old Business

11. New Business

a. Mayor Russ Barley

1. 2023 Holiday Schedule

Mayor Barley explained that the 2023 schedule of City Holidays has been checked for accuracy.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

To approve the 2023 schedule of City Holidays as presented.

A roll call vote was ordered and the vote was as follows:

Councilwoman Haffner:	aye
Councilman Day:	aye
Councilman Farris:	aye
Councilwoman Brannon:	aye

Carried.

b. Councilwoman Brannon

1. Planning Board Appointment

Councilwoman Brannon told the Council that she wished to appoint Sam Sabella as her representative on the Planning and Development Review Board, as her previous appointee is no longer able to serve.

Moved by: Councilwoman Brannon

Seconded by: Councilman Farris

To approve the appointment of Sam Sabella to the Planning and Development Review Board.

A roll call vote was ordered and the vote was as follows:

Councilwoman Haffner:	aye
Councilman Day:	aye
Councilman Farris:	aye
Councilwoman Brannon:	aye

Carried.

c. Councilman Farris

d. Councilman Day

e. Councilwoman Haffner

1. Planning Board Appointment

Councilwoman Haffner told the Council that she wished to appoint Lisa Robertson as her representative on the Planning and Development Review Board, as her seat is also vacant.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

To approve the appointment of Lisa Robertson to the Planning and Development Review Board..

A roll call vote was ordered and the vote was as follows:

Councilwoman Haffner:	aye
Councilman Day:	aye
Councilman Farris:	aye
Councilwoman Brannon:	aye




Carried.

12. Public Comment

13. Adjournment

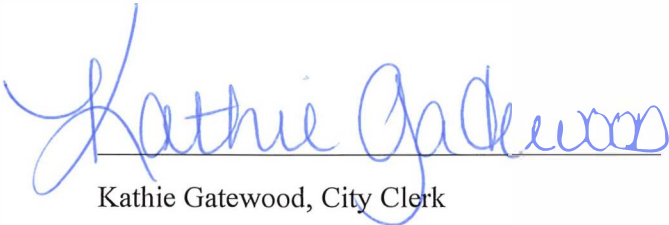
Mayor Barley motioned to adjourn. The meeting adjourned at 6:48pm.

Minutes were prepared by Senior Planner Samantha Graves on behalf of City Clerk Gatewood and approved by the City Council on November 8, 2022.

A handwritten signature in black ink, appearing to read "Russ Barley", is written over a horizontal line.

Russ Barley, Mayor

ATTEST:

A handwritten signature in blue ink, appearing to read "Kathie Gatewood", is written over a horizontal line.

Kathie Gatewood, City Clerk





City of Freeport

REGULAR COUNCIL MEETING MINUTES

November 8, 2022, 9:00 AM

Walton County Freeport Board Room

Council Members Present: Mayor Russ Barley, Councilman Eddie Farris, Councilwoman Elizabeth Brannon, Councilwoman Elizabeth Haffner and Councilman Dickey

Staff Members Present: City Attorney Clay Adkinson, City Manager Mark Martin, City Clerk Kathie Gatewood, Finance Officer Sara Bowers, Wastewater Supervisor Robert Fawcett, Water Supervisor Larry Tuggle, Parks & Recreation Director Travis Digges, Billing Supervisor Lourdes Johnson, and City Engineer Alex Rouchaleau

City Clerk's Note: Councilman Day was absent with notice.

City Clerk's Note: Agenda items may not be in the same order as the agenda.

1. Meeting Called to Order

The meeting was called to order at 9:00 a.m. by Mayor Barley in the Walton County Freeport Board Room

2. Invocation and Pledge of Allegiance

The invocation was given by Councilwoman Haffner, followed by the Pledge of Allegiance to the American Flag.

3. Swearing in of Tracey Dickey

Mayor Barley swore in Tracey Dickey as a Council Member using the Dickey family bible with his family in attendance.

4. Recognition of Guests

Mayor Barley welcomed Tim Parsons of Liberty Partners. He also welcomed Tim Ard of the Veterans Memorial to the meeting.

Tim Ard reminded the Council of the Veterans Day ceremony at City Hall next to the Veterans Memorial. He told the Council the committee would be adding a Space Force flagpole and stone to the park since some time had passed and it seems as though Space Force will continue since there was a change in Presidential Administration. He also let them know the fountain is having a major leak repaired.

(Continue on next page)

5. Consent Agenda

- a. Bills
- b. Budget Workshop Minutes – August 8, 2022
- c. Budget Workshop Minutes – August 17, 2022
- d. Regular Council Meeting Minutes – September 13, 2022
- e. Final Budget Meeting Minutes – September 19, 2022
- f. Regular Council Meeting Minutes – October 27, 2022
- g. CHELCO Lease Renewal

6. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

City Clerk Gatewood advised that the Budget Workshop Minutes for August 8, 2022, needed to be corrected to show the accurate approval dates of November 8, 2022.

7. Approval of Consent Agenda

Moved by: Councilwoman Haffner

Seconded by: Councilman Farris

To approve the Consent Agenda with corrections stated by City Clerk Gatewood.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Dickey:	aye
Carried.	

8. Consideration of Additions/Deletions to Agenda

There were no additions or deletions to the agenda.

9. Approval of Agenda as presented

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment and there was none.

To approve the agenda as presented.

(Continue on next page)

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Dickey:	aye

Carried.

10. Staff Reports

a. Water

1. Purchase of Budgeted new Skid Steer Loader

Water Supervisor Tuggle advised that this item was budgeted for in the amount of \$65,000.00 (sixty-five thousand dollars) but there has been a cost increase to \$70,240.00 (seventy thousand two hundred forty dollars). He asked for a motion to approve the purchase.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

Mayor Barley called for public comment and there was none.

To approve the purchase of a new Skid Steer Loader for \$70,240.00.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Dickey:	aye

Carried.

b. Sewer

c. Parks

1. Updates

Parks Director Digges gave the following updates.

- Trunk or Treat and a movie night was a tremendous success and will become an annual large event.
- Bayfest – great event with no issues

(Continue on next page)

- The next movie in the Regional Sports Complex will be on Friday, November 18, 2022, at 5pm.

2. Vending Machines

Parks Director Digges reminded the Council of the previous discussion regarding vending machines at the Regional Sports Complex. He reached out to Buffalo Rock Co., who already has their coolers in the concession stands, and for vending machines they would provide the vending machine and products and there would be no income to the city. He said if the city wanted income from the Buffalo Rock Co. machines, the product costs to the consumer would go up in price. He said he also spoke with Coca-Cola, and they offer machines with an income of ten percent to the city after fifty dollars is sold per month. He said Coca-Cola offered coolers for the concession stands and if the city agreed to use the coolers, the ten percent income increases to twenty percent. Coca-Cola makes, for free, banners for advertising which would be a great help with advertising city events. Coca-Cola has no contract involved in case either party wants to stop using the service or providing the service. Staff recommended working with Coca-Cola and ask for a motion to approve.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment and there was none.

To approve using Coca-Cola for vending machines and coolers in the Regional Sports Complex.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Dickey:	aye

Carried.

3. 4th of July Fireworks Contract

Parks Director Digges presented the fireworks contract for 2023 from Pyro Shows and asked for a motion to approve.

(Continue on next page)

Moved by: Councilman Farris
Seconded by: Councilwoman Brannon

Mayor Barley called for public comment and there was none.

To approve the Pyro Shows 2023 4th of July contract as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Dickey:	aye

Carried.

d. City Manager

City Manager Martin introduced Rebecca King, the new Billing Supervisor, to the meeting and told the Council that Lourdes Johnson, the previous manager, has moved to the Planning Department. He also let the Council know the newly hired Human Resources Generalist, Chris Quinley, will start work on November 21, 2022.

He made the Council aware that he sent them an email with the Community Center options and the matter will be on the December 13, 2022, regular council meeting agenda to discuss.

1. Storage Units

City Manager Martin said he has accessed all the areas where the city stores items and everything is full. He declared that the city has a storage problem. He said one suggestion was to build an enclosed pole barn which would cost approximately fifty-thousand dollars. He suggested steel storage units and said the Water Department already has one in place. He advised that they are approximately \$7,800.00 each and can be ordered in pairs. Councilwoman Haffner questioned if some of the items could be disposed of, to which City Manager Martin replied yes. He said he would like to use Old City Hall as a holding area where items are sifted through to determine if it should be retained or not. Councilman Farris agreed that the city is going to need additional storage. Councilwoman Brannon thought the storage containers were a good idea.

Moved by: Councilwoman Brannon
Seconded by: Councilman Farris

(Continue on next page)

Mayor Barley called for public comment and there was none.

To authorize the City Manager to purchase up to four storage units.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Dickey:	aye

Carried.

2. Verizon Connect for Vehicles

City Manager Martin advised that he has met with Verizon regarding GPS tracking systems for city vehicles. He explained that the devices track speeding, when vehicles are within city boundaries, oil changes, and the like. He said there was a 12-month commitment at approximately sixteen dollars a month per vehicle.

Councilman Farris asked if the money was available for the commitment and Finance Officer Bowers said she could find it.

Councilwoman Brannon said she was not opposed to it and recalled a time when there was a missing city vehicle.

Moved by: Councilwoman Brannon
Seconded by: Councilwoman Haffner

Mayor Barley called for public comment and there was none.

To approve GPS tracking systems for city vehicles with Verizon for a one-year commitment.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Dickey:	aye

Carried.

3. Liberty Partners Presentation

(Continue on next page)

City Manager Martin welcomed Liberty Partners to the meeting and asked the Council to let Liberty Partners know of anything needed or wanted in the future so they can work on looking for grants, etc.

Tim Parsons and Jennifer Green or Liberty Partners gave the Council a legislative update.

e. City Clerk

f. Finance

g. Billing

h. Planning

i. Legal

1. City Charter Ordinance – Council District Revision

City Attorney Adkinson summarized the prior discusses regarding a Council District Revision. He asked the Council for a motion to hold seconding reading for the Council District Revision Ordinance. He requested the City Clerk to send a copy to the Supervisor of Elections if approved.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment and there was none.

To approve second reading for the Council District Revision Ordinance 2022-11

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Dickey:	aye

Carried.

City Attorney Adkinson held second reading for Ordinance 2022-11:

AN ORDINANCE REPEALING, IN PART, AND THEREBY REPLACING, IN PART, ORDINANCE NUMBER 14, SECTION 1, THEREBY AMENDING CHAPTER 2 “ADMINISTRATION”, ARTICLE II “CITY COUNCIL”, SECTION 2-21 “COUNCIL DISTRICTS ESTABLISHED” AND REPEALING, IN PART, AND THEREBY REPLACING, IN PART, ORDINANCE 84-2, SECTION 5, THEREBY AMENDING CHAPTER 7 “ELECTIONS”, SECTION

(Continue on next page)a

7-3 “SAME – ELECTION RESULTS”; PROVIDING FOR CONFLICTS AND SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

2. American Metal Bearing Update

City Attorney Adkinson advised the Council that American Metal Bearing (AMB) has missed the deadline for commitment documentation. He expressed that staff does not feel comfortable to continue negotiating with American Metal Bearing for numerous reasons given how events have unfolded. He recommended to Council to allow for another meeting tentatively this next Friday that will either result in a final agreement to approve and if there is no final agreement produced, that the city parts ways. He stated the City of Freeport has done everything possible to proceed in a proper fashion. City Attorney Adkinson and City Manager Martin outlined the effort made to properly communicate and the difficulty in scheduling a time to discuss the project. Councilman Farris expressed frustration, saying how much time has been spent and said he is over it at this point. Councilwoman Haffner said the city has done their due diligence.

City Clerk's Note: City Attorney Adkinson excused himself to tend to another matter after advising on the Engineering item to be presented next.

j. Engineering

1. 83A Wastewater Improvements Phase I construction costs proposal

City Engineer Rouchaleau presented the Council with a draft for the above-mentioned item that was reviewed and approved by the City Attorney and the developer. He said it was for construction improvement for the preliminary stage. He advised that they could not get final costs by the meeting date. The proposed agreement states the city will credit the developer in water and sewer ERC's not to exceed the amount in the proposed agreement.

Moved by: Councilwoman Haffner

Seconded by: Councilman Farris

To approve the 83A Wastewater Improvements Phase I construction agreement as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Dickey:	aye
Carried.	

(Continue on next page)

10. Old Business

11. New Business

- a. Mayor Barley
- b. Councilwoman Brannon
- c. Councilman Farris
- d. Councilwoman Haffner
- e. Councilman Dickey
- f. Councilman Day

12. Public Comment

Mayor Barley called for public comment and there was none.

13. Adjournment

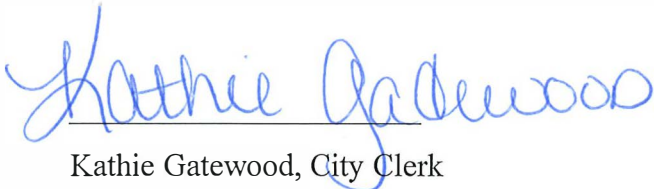
Mayor Barley motioned to adjourn. The meeting adjourned at 9:55 a.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on January 10, 2023.



Russ Barley, Mayor

ATTEST:



Kathie Gatewood, City Clerk





City of Freeport

REGULAR COUNCIL MEETING MINUTES

December 13, 2022, 9:00 AM

Walton County Freeport Board Room

Council Members Present: Mayor Russ Barley, Councilman Eddie Farris, Councilwoman Elizabeth Brannon, Councilwoman Elizabeth Haffner, Councilman Bud Day, and Councilman Tracey Dickey

Staff Members Present: City Attorney Clay Adkinson, City Manager Mark Martin, City Clerk Kathie Gatewood, Finance Officer Sara Bowers, Wastewater Supervisor Paul Johnson, Water Supervisor Larry Tuggle, Planning Director Latilda Hughes-Neel, Senior Planner Samantha Graves, Parks & Recreation Director Travis Digges, Billing Supervisor Rebecca King, and City Engineer Alex Rouchaleau

1. Meeting Called to Order

The meeting was called to order at 9:00 a.m. by Mayor Barley in the Walton County Freeport Board Room

2. Invocation and Pledge of Allegiance

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

3. Recognition of Guests

Mayor Barley welcomed the Leadership Walton class and Tim Parsons of Liberty Partners to the meeting.

4. Consent Agenda

- a. Bills
- b. 2nd Amended Interlocal Agreement – Road Maintenance
- c. Walton County Youth Soccer Spring Season
- d. Revenue & Expenditure Reports Fiscal Year Ending September 30, 2022
- e. Revenue & Expenditure Reports Fiscal Month Ending October 31, 2022

(Continued on next page)

f. Employee Uniform Allowance

g. Surplus Vehicles

h. Emergency Sewer Repair – 331 Business & Blueberry Rd.

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Day	aye
Councilman Dickey:	aye

Carried.

7. Consideration of Additions/Deletions to Agenda

1. Councilman Farris – Sidewalk Project for US Business 331

2. City Manager – Truck purchase for Construction Inspector position

8. Approval of Agenda with Additions

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

To approve the agenda with additions.

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Day	aye

(Continued on next page)

Councilman Dickey: aye

Carried.

9. Staff Reports

a. Water

b. Sewer

c. Parks

1. Freeport Little League Fee Waiver and Schedule

Parks Director Digges presented the Council with a letter from Freeport Little League that showed their Spring/Summer schedule and requested a fee waiver. He told the Council the organization will be using an outside vendor for the concession stand again this year. He recalled that in the prior year the organization didn't have enough volunteers for the concession stand as well. He suggested there was enough time this year to change how this is done if the Council wants. Councilman Farris said he liked how it was last year and Parks Director Digges agreed.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

To approve the Little League Fee Waiver and Schedule for the Spring/Summer season as presented.

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Day: aye

Councilman Dickey: aye

Carried.

City Attorney Adkinson told the Council he had a request from the Parks Department to discuss food trucks and concessions. City Manager Martin said later in the meeting there is a request for a special meeting to discuss food trucks and concessions. Councilman Farris questioned why food trucks needed to be discussed since he was not aware of any issues. Parks Director Digges said a few council members reached out to him with concerns about food trucks. City Attorney

Adkinson said the issue comes down to a law that came about a few years ago stating the city cannot regulate food trucks.

d. City Manager

City Manager Martin introduced to the Council the newly hired Human Resources Generalist Chris Quinley.

1. Liberty Partners

Tim Parsons with Liberty Partners provided the City Council with a legislative update.

2. Freeport Community Center

City Manager Martin directed the Council to the Freeport Community Center renderings in the meeting package. He let the Council know a few changes needed to be made and asked Planning Director Hughes-Neel to explain. Planning Director Hughes-Neel said in looking at the renderings, for the first option, that it was not consistent with the Governmental Complex Standards that the Council voted to adopt. She said a few minor and easy changes would correct it.

Mayor Barley said he did not have a vote, but he likes option one, to which Councilwoman Haffner agreed. After a discussion about changes, it was decided to bring the corrected renderings back to a future meeting.

3. Establish Workshop Dates

City Manager Martin requested to establish a Workshop Meeting date for a County Mosquito Fee Discussion. January 26, 2023, at 5:30pm in the Council Chambers was decided upon.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

To approve a Workshop Meeting date of Thursday, January 26, 2023, at 5:30pm in the Council Chambers.

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye

Councilwoman Brannon: aye

Councilwoman Haffner: aye

(Continue on next page)

Councilman Day aye
Councilman Dickey: aye

Carried.

City Manager Martin also requested the City Council to establish a Workshop Meeting date for a Food Truck and Concession Usage discussion for the Parks Department. February 23, 2023, at 5:30pm in the Council Chambers was decided upon. It was ultimately decided that the Special Meeting would only be for a Concession Stand discussion.

Moved by: Councilwoman Haffner
Seconded by: Councilman Day

To approve a Workshop Meeting date of Thursday, February 23, 2023, at 5:30pm in the Council Chambers to discuss Concession Usage.

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye
Councilwoman Brannon: aye
Councilwoman Haffner: aye
Councilman Day aye
Councilman Dickey: aye

Carried.

4. Engineering Request for Bids (RFQ)

City Engineer Rouchaleau explained to the Council the tabulated bid costs were too high.

Moved by: Councilman Farris
Seconded by: Councilwoman Haffner

Reject all bids for the Engineering RFQ.

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

(Continue on next page)

Councilman Farris: aye
Councilwoman Brannon: aye
Councilwoman Haffner: aye
Councilman Day: aye
Councilman Dickey: aye

Carried.

e. City Clerk

1. City Hall Electronic Sign Bid Results

City Clerk Gatewood presented the City Council with the bids results for the previously budgeted electronic sign in the front of City Hall. She noted that of the three bids received only two met the requirements. Councilman Farris asked City Clerk Gatewood if she had any information on Complete Signs, who had the lowest bid, to which she replied she did not outside of the proposal that was submitted. She mentioned that she did call the company to confirm some information. Councilwoman Haffner expressed that she did not feel the sign needed replacing or broken. Mayor Barley said the sign is broken and the city cannot purchase replacement parts and it is difficult to update. City Clerk Gatewood advised that the software is very outdated, and she was unsure how much longer the sign company would support it since the sign has not been replaced in twelve years. Councilman Farris remarked that he wanted to make a motion to approve Vintage Sign & Light, a local company, because that is who the city has used in the past.

Moved by: Councilman Farris

Seconded by: None

To approve the Vintage Sign & Light bid for the sign replacement.

Motion failed due to lack of a second.

Mayor Barley called for further discussion and public comment.

Councilwoman Haffner and Councilwoman Brannon requested to table the item to the next scheduled meeting so they could gather more information regarding the sign.

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

To move City Hall Electronic Sign Bid Results to the next regularly scheduled council meeting.

(Continue on next page)

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Day	aye
Councilman Dickey:	aye

Carried.

- f. Finance
- g. Billing
- h. Planning

1. Final Plat Approval – Bliss at Hammock Bay

Planning Director Hughes-Neel asked the Council for a motion to approve the Bliss at Hammock Bay final plat, which included 19 lots. She asked that the Council stay after the meeting to sign the approved final plats and replat.

Moved by: Councilwoman Haffner
Seconded by: Councilwoman Brannon

To approve the Bliss at Hammock Bay final plat as presented.

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Day	aye
Councilman Dickey:	aye

Carried.

2. Final Plat Approval – Moonswept at Hammock Bay

Planning Director Hughes-Neel asked the Council for a motion to approve the

(Continue on next page)

Moonswept at Hammock Bay final plat, which included 59 lots.

Moved by: Councilwoman Brannon
Seconded by: Councilwoman Haffner

To approve the Moonswept at Hammock Bay final plat as presented.

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Day	aye
Councilman Dickey:	aye

Carried.

3. Final Plat Approval – Verandas at Freeport Phase 2A-2

Planning Director Hughes-Neel asked the Council for a motion to approve the Verandas at Freeport Phase 2A-2 final plat, which included 32 townhomes.

Moved by: Councilwoman Haffner
Seconded by: Councilman Farris

To approve the Verandas at Freeport Phase 2A-2 final plat as presented.

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Day	aye
Councilman Dickey:	aye

Carried.

4. Owl's Head 1-C Bond

(Continue on next page)

Planning Director Hughes-Neel told the Council her department performed research on the proposed 1-C Bond and their results show they are in favor of the City of Freeport. She asked for a motion to accept and hold the proposed bond.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

To accept and hold the Owl's Head 1-C Bond.

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Day	aye
Councilman Dickey:	aye

Carried.

5. Owl's Head Phase 1-C Final Plat

Planning Director Hughes-Neel asked the Council for a motion to approve the Owl's Head Phase 1-C final plat.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

To approve the Owl's Head Phase 1-C final plat as presented.

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Day	aye
Councilman Dickey:	aye

Carried.

(Continue on next page)

6. Enclave Phase 2 – Replat Lots 14, 17, and 22

Planning Director Hughes-Neel asked the Council for a motion to approve the Enclave Phase 2 Replat of lots 14, 17, and 22.

Moved by: Councilwoman Haffner
Seconded by: Councilman Farris

To approve the Enclave Phase 2 Replat of Lots 14, 17, and 22 as presented.

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Day	aye
Councilman Dickey:	aye

Carried.

7. Ashton Park Phase 2 Final Plat Approval

Planning Director Hughes-Neel asked the Council for a motion to approve the Ashton Park Phase 2 final plat, which included 58 lots. She informed the Council that a final inspection had not been performed yet. She said the final plat signed by the Council today would not be released until the final inspection was complete with passing results.

Moved by: Councilman Farris
Seconded by: Councilwoman Haffner

To approve the Ashton Park Phase 2 final plat as presented.

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Day	aye

(Continue on next page)

Councilman Dickey: aye

Carried.

8. Bourbon Street Townhomes PDP

Senior Planner Graves summarized for the Council the developer requests for variances. She advised that a representative was present at the meeting to answer any questions they may have.

Bryan Osborn of Anderson Engineering went over the variance requests for the Council. Councilwoman Haffner stated she had questions about the variances, starting with the developer cutting the side yards in half and it appears they are cramming the townhomes in, and the site plan is not pleasing to the eye at all. She said she was not loving what she saw. Mr. Osborn offered explanations for the requests and her concerns.

Councilwoman Brannon reminded the Council there have been prior projects where the Council required the developer to go 60-80 feet from the backline. She agreed with Councilwoman Haffner saying she was not loving what was proposed.

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

To deny the Bourbon Street Townhomes PDP as presented.

Mayor Barley called for further discussion and public comment.

Resident Jerry Eddington, who lives on Bourbon Street opposed the variance, stating he would be greatly impacted if approved.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye

Councilwoman Brannon: aye

Councilwoman Haffner: aye

Councilman Day: aye

Councilman Dickey: aye

Carried.

i. Legal

1. American Metal Bearing

(Continue on next page)

City Attorney Adkinson reminded the Council of their prior meeting and the desire to meet with all parties involved with the American Metal Bearing project. He recounted the events since the last meeting and recommended Council terminate negotiations and rescind all prior offers to AMB.

Moved by: Councilwoman Haffner
Seconded by: Councilman Day

To terminate negotiations and rescind all prior offers to American Metal Bearing (AMB)

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Day	aye
Councilman Dickey:	aye

Carried.

2. McGill's Developer's Agreement/Revised Planned Development Project (PDP)

City Attorney Adkinson summarized the amended planned development project agreement for the Council. He said staff recommended for the Council to approve and asked for a motion.

Moved by: Councilman Farris
Seconded by: Councilwoman Brannon

To approve the McGill Developer's Agreement/Revised Planned Development Project as presented.

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Day	aye
Councilman Dickey:	aye

(Continue on next page)

Carried.

3. Riverwalk Planned Development Project (PDP) Resolution

City Attorney Adkinson explained that the resolution presented amends the previous 2017 resolution that was already in place for the Riverwalk Planned Development Project. He advised that staff recommends approve from the Council and he asked for a motion.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

*To approve the Riverwalk Planned Development Project (PDP)
Resolution 2022-09*

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Day	aye
Councilman Dickey:	aye

Carried.

j. Engineering

1. S. Jackson Street Resurfacing and Stormwater Improvements Bid Results

City Engineer Rouchaleau briefed the Council on the history of this project and explained that although the new bid results are lower, they are still more than what was budgeted for. He advised the difference was approximately seventy-five thousand dollars (\$75,000). He asked the Council for guidance on whether they wanted to reject the bids or make a motion for the additional amount.

Moved by: Councilwoman Haffner

Seconded by: Councilwoman Brannon

To approve an additional \$75,000 for the S. Jackson Street Resurfacing and Stormwater Improvements project.

(Continue on next page)

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Day	aye
Councilman Dickey:	aye

Carried.

2. Water and Sewer On-Call Engineering Services Proposals

City Engineer Rouchaleau presented the Council with two proposals for water and wastewater on-call engineering services. He explained that this would be utilized when either department did not have enough staff. The water and wastewater department supervisors would decide when it would be used. City Manager Martin chimed in and said both supervisors were on board with the proposals. City Clerk Gatewood asked if there needed to be two motions, to which City Attorney Adkinson replied yes.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

To approve the Water On-call Engineering Services proposal as presented.

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Day	aye
Councilman Dickey:	aye

Carried.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

To approve the Sewer On-call Engineering Services proposal as presented.

(Continue on next page)

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Day	aye
Councilman Dickey:	aye

Carried.

3. Request to bid Barrier Free Park Nature Trail and Marse Landing Park Improvement Projects

City Engineer Rouchaleau directed the Council to the above-named projects in their meeting packages. He summarized each project and told the Council he was seeking a motion for a joint bid. City Attorney Adkinson explained that a joint bid would allow for more competitive bids.

Moved by: Councilwoman Haffner
Seconded by: Councilwoman Brannon

To approve a Request for Quote (RFQ) for both the Barrier Free Park Nature Trail and Marse Landing Park Improvements Projects as a joint bid.

Mayor Barley called for further discussion and public comment and there was none.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilwoman Haffner:	aye
Councilman Day	aye
Councilman Dickey:	aye

Carried.

10. Old Business

11. New Business

- a. Mayor Barley

(Continue on next page)

1. Wastewater Lead Plant Operator – Mark McQuaig – Class A Wastewater License

Mayor Barley introduced Wastewater Lead Plant Operator Mark McQuaig and congratulated on receiving his Class A Wastewater License. *City Clerk's Note: Class A is the highest level of achievement for this license and quite an accomplishment.*

2. Employee of the Quarter – Steven Smith

Mayor Barley presented Facility Maintenance staff member Steven Smith with the fourth Employee of the Quarter award for 2022 which was met with applause from all in attendance. He was given a certificate and a fifty-dollar gift card.

b. Councilwoman Brannon

c. Councilman Farris

1. Councilman Farris reflected on the years since 2018 in trying to bring sidewalks to U.S. Business 331 for the safety of the parents and especially children walking to the schools on that road. He recalled the city provided forty-five thousand dollars (\$45,000) for the project and Safe Routes to School Grant Program provided one hundred fifty-four thousand dollars (\$154,000) in 2020. He proudly announced that the State of Florida has now awarded nine hundred sixty thousand dollars (\$960,000) towards the project. The news was met with applause.

Councilman Farris asked for permission to meet with Walton County Commissioners, which City Manager Martin would also attend. There was a consensus to allow Councilman Farris to meet with Walton County Commissioners after the holidays to explore the costs and where the money would come from to get the project completed.

d. Councilwoman Haffner

e. Councilman Dickey

f. Councilman Day

12. Public Comment

Mayor Barley called for public comment and there was none.

13. Adjournment

Mayor Barley motioned to adjourn. The meeting adjourned at 10:21 a.m.

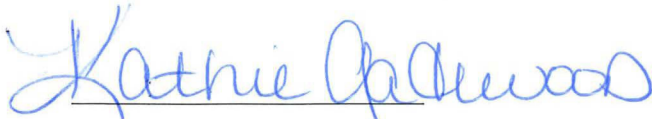
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Minutes were prepared by City Clerk Gatewood and approved by the City Council on January 26, 2023.

A handwritten signature in black ink, appearing to read "Russ Barley", written over a horizontal line.

Russ Barley, Mayor

ATTEST:

A handwritten signature in blue ink, appearing to read "Kathie Gatewood", written over a horizontal line.

Kathie Gatewood, City Clerk

