



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

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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

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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.

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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

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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.

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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.

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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



CITY OF FREEPORT
ATTEST:
CORPORATE
SEAL
FLORIDA

Kathie Gatewood

Kathie Gatewood, City Clerk