



**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

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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

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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 challengers 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*

*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.

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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.*

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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.

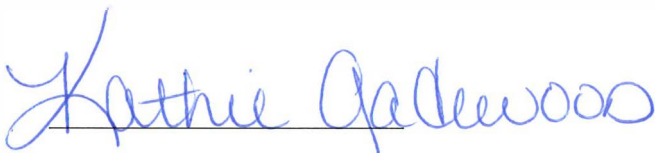
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Minutes were prepared by City Clerk Gatewood and approved by the City Council on January 10, 2023.



Russ Barley, Mayor

ATTEST:



Kathie Gatewood, City Clerk

