



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

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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

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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:

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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.

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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

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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

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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

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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.

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REGULAR CITY COUNCIL MEETING – MARCH 24, 2022



Russ Barley, Mayor

ATTEST:



Kathie Gatewood, City Clerk

