



CITY OF FREEPORT
REGULAR COUNCIL MEETING MINUTES

March 14, 2023 | 9:00 AM
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilwoman Elizabeth Brannon, Councilman Bud Day, Councilman Tracey Dickey, Councilman Eddie Farris, and Councilwoman Elizabeth Haffner.

Staff Members Present: City Manager Mark Martin, City Clerk Kathie Gatewood, Finance Officer Sara Bowers, Planning Director Latilda Hughes-Neel, Senior Planner Samantha Graves, Parks Director Travis Digges, Wastewater Supervisor Paul Johnson, City Engineer Alex Rouchaleau, Water Supervisor Larry Tuggle, and Billing Supervisor Rebecca King

City Clerk's Note: City Attorney Adkinson was absent with notice.

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

4. Consent Agenda

a. Bills

b. Workshop Minutes – Capital Improvement Projects – February 8, 2023

c. Workshop Minutes – Concession Stands – February 23, 2023

d. Regular Council Meeting Minutes – February 23, 2023

e. Employee Nationwide Deferred Compensation Plan

5. Public Comment on Consent Agenda

Mayor Barley called for Public Comment and there was none.

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6. Approval of Consent Agenda

Moved by: Councilman Farris
Seconded by: Councilman Day

To approve the consent agenda as presented.

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

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

Carried.

7. Consideration of Additions and Deletions to Agenda

1. Mayor – Addition – National Day of Prayer – Thursday, May 4 at 6pm.
2. Mayor – Deletion – Employee of the Quarter (moving to April 11)
3. Councilman Farris – Addition – Gary Adams appointment

8. Approval of Agenda with Additions and Deletions

Moved by: Councilwoman Haffner
Seconded by: Councilman Dickey

To approve the consent agenda as presented.

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

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

Carried.

9. Staff Reports

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

1. Pickleball Court Design Plans

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Parks Director Digges presented the Council with a proposal from Dewberry for the Pickleball Court Design Plans for the Regional Sports Complex. He asked for a motion to approve the proposal for \$16,000.00. Councilwoman Brannon questioned the amount of the survey and asked if there was more to it than a point-to-point standard survey. City Engineer Rouchaleau said the survey was for one-and-a-half acres and it also included trees, a pond, elevation at the road near the tennis courts. He explained that the Dewberry office in Pensacola was well-versed with pickleball court proposals and he reached out to the office to ensure he did not miss anything that could become an issue long run. Councilwoman Brannon thanked him for his explanation.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

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

To approve the Dewberry Pickleball Court Design Plan proposal for \$16,000.00.

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

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

Carried.

d. City Manager

1. Parcel – Site C-6 Road

City Manager Martin told the Council that staff is recommending purchasing a parcel of land for better access to the Portland Well Site as it has been an issue in past years. Staff has been in contact with the landowner and an agreement of approximately \$9,000.00 to purchase the land was made. He asked the Council for approval to purchase the land.

Moved by: Councilwoman Haffner

Seconded by: Councilman Dickey

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

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To approve the purchase of Parcel 01-1S-20-32000-013-0000 East of Site C-6 Road.

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

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

Carried.

2. Engineering Requests for Qualifications

City Manager Martin asked for a motion to approve advertising for Engineering Request for Qualifications.

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

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

To approve advertising for Engineering Requests for Qualifications.

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

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

Carried.

e. City Clerk

f. Finance

g. Billing

h. Planning

1. Developer's Agreement – Ashton Park

Planning Director Hughes-Neel told the Council the current owners and partners want to increase the amount of land to be deeded to the city for

a park. She said the increase is from approximately 12 acres to 59.1 acres. The current owners and partners have asked for an increase in recreation space, which will be open to the residents of Ashton Park as well as to the public, and asked that the park be named the Ronnie Brannon, Senior City Park to honor him. They would also like the new access road to be name Ronnie Brannon Drive and they will be donating \$157,950.00 to the city for the construction of the roadways. She said staff and legal have reviewed the agreement in regards to form and recommend approving the agreement as presented.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

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

To approve the Ashton Park Developer's Agreement as presented.

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

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

Carried.

Planning Director Hughes-Neel also provided the Council with development updates.

i. Legal

1. Draft GAA Agreement: Marquis Way

City Manager Martin asked the Council for approval of the GAA Agreement and Resolution for Marquis Way. He mentioned this was part of the steps needed for the Department of Transportation.

Moved by: Councilwoman Haffner

Seconded by: Councilman Day

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

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City Clerk Gatewood sought clarification for the resolution asking if a section was to be marked shall or shall not, to which City Manager Martin said it should say shall.

To approve the Draft GAA Agreement and Resolution 2023-01 for Marquis Way

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

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

Carried.

j. Engineering

10. Old Business

11. New Business

a. Mayor Barley

1. National Day of Prayer

Mayor Barley asked for a motion to approve the National Day of Prayer for May 4, 2023, at 6:00pm. He noted in past years the event was at noon and having it later in the day would help avoid the heat.

Moved by: Councilwoman Haffner

Seconded by: Councilman Farris

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

To approve the National Day of Prayer to be held at City Hall on May 4, 2023 at 6:00pm.

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

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

Carried.

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- b. Councilwoman Brannon
- c. Councilman Farris

Councilman Farris let the Council know that his appointment person, Gary Adams, on the Citizens Advisory Committee for TPO has stepped down. He told the Council of Mr. Adams' frustration with being the only appointed person from Walton County to participate. Planning Director Hughes-Neel and Councilman Farris said Mr. Adams had done a wonderful job in a difficult situation. Councilwoman Brannon noted her difficulty when she served on the committee.

- d. Councilwoman Haffner
- e. Councilman Dickey
- f. Councilman Day

12. Public Comment

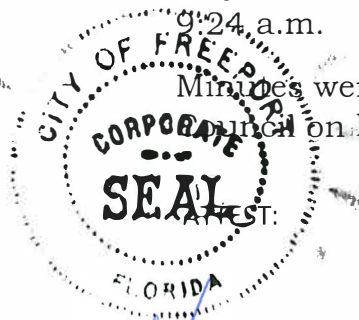
Mayor Barley called for public comment.

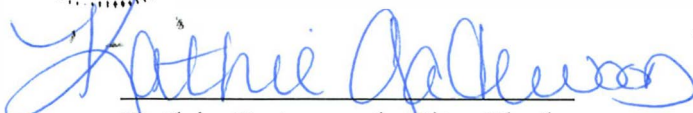
Laura Dombroski of the Verandas community asked who is responsible to follow up on a development order to ensure their orders are complete and the community gets everything the order says the community should have. Planning Director Hughes-Neel said the city sets up a number of inspections and there are benchmarks that have to be met before the project is signed off as being complete. She explained that with older developments sometimes things are altered and not always by the developer. She said a code violation must be filed with their office and an inspection will be scheduled to determine if the issue she is experiencing a code violation of the development order. She further explained that if there is a violation the Homeowners Association (HOA) is notified and they must correct the violation because they own all the common elements. Once corrected, the city performs an inspection to verify.

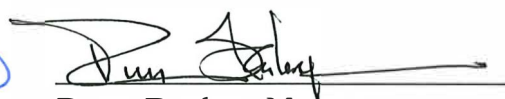
13. Adjournment

Mayor Barley motioned to adjourn, and the meeting adjourned at 9:24 a.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on March 23, 2023.




Kathie Gatewood, City Clerk


Russ Barley, Mayor