



CITY OF FREEPORT

WORKSHOP MEETING MINUTES

February 8, 2023, 5:45 p.m.
Council Chambers, Freeport City Hall

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

Staff Members Present: City Attorney Clay Adkinson, 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, Water Supervisor Larry Tuggle, and City Engineer Alex Rouchaleau

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

1. Meeting called to order

The workshop was called to order at 5:46 p.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Capital Improvement Projects (CIP) Discussion

City Manager Martin gave the Council the following updates before the CIP discussion began:

- The Appropriations Request for the remainder of the Marquis Way Connector and LaGrange area Septic-to-Sewer projects have been completed and submitted to Representative Shane Abbott.
- He presented the Council with an Aero-Mod informational document with costs for a potential treatment plant.

Councilwoman Haffner asked how much the referenced plant can be added onto, to which City Manager Martin said it depends. City Manager Martin and Engineer Cliff Knauer explained the process.

City Manager Martin said the purpose of this meeting is to begin a discussion that leads to updating the Capital Improvement Projects (CIP).

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He said once a list is compiled of the projects the Council wants to move forward with then the Council can budget around that list. He mentioned that the last time the CIP list was updated was in 2019.

Planning Director Hughes-Neel told the Council the CIP list should be reevaluated often, every other year or every year, due to grants becoming available and other circumstances that can affect the priority of the listed items. She advised that projects on the list should be for those that exceed one-hundred-thousand-dollars.

City Engineer Rouchaleau advised the Council that in addition to the advice Planning Director Hughes-Neel gave to be sure to include projects for each discipline: water, sewer, building, parks, roadways, etc. He said when a grant comes available they can submit the CIP as part of the grant to show supporting documents which will be in the city's favor.

Councilwoman Haffner asked what order the current CIP is listed in, to which City Engineer Rouchaleau replied they were in random order. She said a priority list is needed and in addition to that, she wants to know what type of project it is. She asked for details of a few projects and City Engineer Rouchaleau felt it would be best if the current, outdated list was not used at all so the Council could start from scratch with the projects that are most important to them. He said they could start with the top five roads, to which Councilwoman Haffner said she does not know that they would be, save for Marquis Way, and needs input from staff.

Councilwoman Brannon recalled past meetings when the CIP was created and her understanding was that the CIP would be updated as needed. She did not feel the entire document should be eliminated only to start over. She thinks staff should go through the list and remove projects already completed, add new projects, and prioritize the list. Councilwoman Haffner requested a description of the projects on the list.

Engineer Cliff Knauer told the Council that each time he submits to Department of Environmental Protection (DEP) for grants, they all use copies of the CIP because it is required.

Parks Director Digges spoke with the Council about LED lighting for the Regional Sports Complex. He reached out to the two LED lighting companies that predominantly have won contracts in this area. He received similar proposals from both, and the prices are in phases. He explained the difficulties when multiple lights are out, having to rent a lift to access and then replace the lights.

He told the Council he believes Marse Landing should be placed on the CIP as just the deck boards are at \$100,000.00. Councilman Dickey asked that

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additional parking be considered due to how busy the park is in the summertime. Parks Director Digges replied that a project for additional parking is currently being bid out.

Water Supervisor Tuggle said for the water section of the CIP, that projects on the list have been there for a long time and they are much needed.

Planning Director Hughes-Neel told the Council that staff can meet to discuss the Council feedback and make the list more readable for them, come back with some real recommendations.

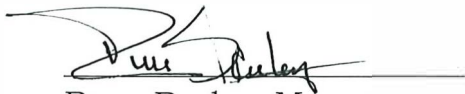
3. Public Comment

Mayor Barley called for public comment and there was none.

4. Adjournment


Mayor Barley motioned to adjourn, and the meeting adjourned at 6:34 p.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on March 14, 2023.



Russ Barley, Mayor

ATTEST:



Kathie Gatewood, City Clerk

