

City of Freeport
REGULAR COUNCIL MEETING
August 28, 2014 Meeting Minutes

I. Meeting Called to Order

The August 28, 2014 City Council Meeting was called to order at 7:00 pm by Mayor Russ Barley.

Council members present: Councilman Eddie Farris, Councilwoman Kasey Cuchens, Councilwoman Janice McLean, Mayor Russ Barley, Councilwoman Elizabeth Brannon and Councilwoman Jennifer Laird.

Meeting Staff/Department Heads present: City Planner Latilda Hughes-Neel, Fire Chief Chad Harrell, City Engineers Anna Hudson and Cliff Knauer. Other assorted city staff and members of the public were present.

II. Invocation and Pledge of Allegiance

The Invocation was given by Councilman Farris, followed by the Pledge of Allegiance to the American Flag.

III. Approval of Past Minutes – SCM 8/7/14 and RCM 8/12/1

Councilwoman Cuchens requested a correction to the August 7, 2014 Special Council Meeting Minutes where Councilwoman McLean's name was omitted on Page 2/4. Councilwoman Cuchens also requested clarification on Page 3/5 of the Aug 12 Regular Council Meeting Minutes regarding the hiring process for City Department Heads; that top candidates can be interviewed by each City Council member individually for review and ranking.

Board Action: *Motion by Councilman Farris to accept the minutes of August 7 and August 12 with corrections as stated. Second to motion by Councilwoman McLean. All ayes; motion carried.*

IV. Staff Reports

A. Planning Department

1. Request to forward Code Violation Case to City Attorney for Resolution Parcel 10-1S-19-23000-018-0010 located at 260 Kylea Laird Drive (former Kylea Laird Townhomes abandoned development proposal site across from FMS football field)

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Board Action: *Motion by Councilwoman Brannon to authorize the City Attorney to seek resolution of the code violation on Parcel 10-1S-19-23000-018-0010. Second to motion by Councilwoman McLean. All ayes; motion carried*

2. November FCC Meeting Dates Issues

Board Action: *Motion by Councilwoman Brannon to move the regular council meeting scheduled for Tuesday, November 11th to Thursday, November 13th, due to the Veteran's Day Holiday on the 11th. The motion was seconded by Councilwoman Laird. All ayes; motion carried.*

Board Action: *Motion by Councilman Farris to cancel the 2nd regularly scheduled meeting in November due to the Thanksgiving Holiday. The motion was seconded by Councilwoman Laird. All ayes; motion carried.*

3. Diana Ferrell/water & sewer fees

Ferrell asked the Council to refund her fees based on the developer of the now abandoned Caswell Landing had paid fees for that development. Mayor Barley informed her that since she had involved her attorney, the City's attorney would be conducting the review of her request.

Board Action: *none.*

B. Legal Matters/city attorney out of town-none scheduled

C. Fire Department Report

Captain Tom Palmer requested permission to purchase a new garage door to replace the existing damaged garage door, at a cost of \$3725. There are funds in the current budget to cover the cost.

Board Action: *Motion by Councilman Farris to purchase the new garage door for the cost specified. The motion was seconded by Councilwoman McLean. All ayes; motion carried.*

D. Parks Department Report/none

E. Engineering Report

City Engineer Cliff Knauer informed the Council of an opportunity to turn in projects under the FDOT Small Project Outreach Program. He discussed the various types of projects which could be submitted and that the deadline was the end of September. There is a 75/25 match for RACEC cities.

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V. Old Business

A. Wi-Fi Access for Freeport public buildings- quote/estimate

Hughes-Neel requested that the Council continue this item to the September 9, 2014 regular council meeting.

VI. New Business

A. City of Freeport 2014-2015 Budget

Mayor Barley announced that the budget workshops were complete and that the City was almost done with its budget process.

B. Cynthia McGinnis/Request for Waiver on Rental Damage Deposit Fee Structure &
C. Carol Knight /Request for Waiver on Rental Damage Deposit Fee Structure

Carol Knight presented for Cynthia McGinnis (Item VI.B) and herself (Item VI.C) as partners.

Request: McGinnis and Knight are renting the Community Center for an extensive number of classes. They request that the initial damage deposit be rolled over for each use rather than paying a separate damage deposit for each use.

Board Action: *Councilwoman Brannon motioned to allow the initial damage deposit to roll over for both McGinnis and Knight. The motion was seconded by Councilwoman Laird. All ayes; motion carried.*

D. Councilman Eddie Farris/Front Desk Staff

Councilman Farris stated that a Front Desk Clerk needed to be hired as soon as possible. Mayor Barley stated that the desk was being changed out too so that the Clerk had a clear view.

Board Action: *Councilman Farris motioned to advertise for a Front Desk Clerk. Councilwoman Cuchens seconded the motion. All ayes; motion carried.*

E. Councilwoman Cuchens

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1. CHELCO Kiosk

Councilwoman Cuchens stated that she was very unhappy with the small box CHELCO had installed in the new kiosk for city bill payments. Mayor Barley stated that CHELCO was not happy with it either and that new parts have been ordered to increase the size of the bill drop receptacle.

2. Billing Department/Request for Additional Fees

Councilwoman Cuchens presented some suggested changes to the billing fee structure and requested that the item be placed on the agenda for September 9, 2014.

Councilwoman Cuchens also brought up issues with the city equipment in trying to fulfill the contract with FDOT to keep US 331 mowed. Per Supervisor Tuggle the city equipment is not adequate to handle the kind of mowing needed and the mowing has to be subcontracted out. Councilwoman Cuchens said that her understanding the contract could be cancelled with 60 days notice by either party. No action was taken by the Council. Councilwoman Cuchens and Supervisor Tuggle will talk to FDOT and discuss alternatives.

F. Councilwoman Brannon/ Legislative Updates

The Florida League of Cities Resolution Committee is looking at eleven (11) resolutions turned in last year; all were passed. Packages will be provided at the next meeting.

The NWFLC is only the league which has received state recognition for already having their priorities set.

The NWFLC is partnering with the Suwannee River League of Cities; will be touring to discuss priorities; water restoration and conservation are the two big issues this year. For Brannon personally, pedestrian safety is a huge concern and priority.

The League is looking for funding sources for this region; we have a good voice – 53 cities in the region.

Next meeting: September 18 in Jay.

Other issues coming up for the Energy and Environmental Committee: Waters of the US Bill; the EPA is trying to claim riparian rights on all Florida waters; the FLC supports the legislation, but looking for dollars to cover this unfunded mandate.

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G. Austin Pugh/ESPWC Local 4413 (Fire Dept. Union)

Jim Orig(sp?) appeared before the Council for Austin Pugh with union representative Larry Holmes. He announced that he had the union cards for the firefighters and explained the next steps.

There was no action by the Council.

VII. Council Business Not on Agenda

Councilwoman Laird: new Youth Football League / Hammock Bay Bears

Councilwoman Laird asked if there was a way that the City could provide monetary assistance to the new league. She also explained that the league had to have a new name because the old one had monetary issues. The name he chose is causing him a lot of problems because the public thinks the league is just for Hammock Bay, when in reality, it is for the kids in the Freeport Community. The director didn't realize it would be a problem. Mayor Barley cautioned against setting precedence by giving financial assistance to the organization. Planner Hughes-Neel suggested that the City purchase an advertising banner as had been done for other leagues. She also offered to assist the new league director with forms to distribute to area businesses requesting sponsorships and donations.

Councilwoman McLean: City Hall Server for Billing Department

Councilwoman McLean informed the Board that the Server had finally died. She contacted the city attorney's office to find out how to proceed as the Council doesn't have anyone on contract. She was told to go down the list and contact them. Robert Nelson with I Fix Computers was contacted first and told that the City had an emergency situation with their server; he sent a message through a subordinate that he was working on an important project and was too busy to take the call. McLean then called Happy Computers. The man was there in less than an hour and ordered a new server. The total cost was \$4191.

Councilwoman McLean: 2nd Citizens to Save Choctawhatchee River and the Choctawhatchee Bay Meeting

Scott Brannon gave a brief overview of the meeting and existing environmental issues. Brannon stated that the group is forming an action plan to deal with septic tanks and derelict vessels and requesting assistance from other agencies.

Councilwoman Cuchens praised Councilwoman McLean's work for the group and praised Scott Brannon and Preble-Rish for the technical information and presentations.

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Councilwoman Brannon will work with Scott Brannon and Preble Rish on putting a summary report together to carry to the League of Cities to garner support.

Mayor Barley: City Clerk finalists

Mayor Barley asked the Council to complete their rating sheets and pass them to Latilda for tallying. The points tallied were as follows:

Council	Jackie Ponto	Pamela Russell	Jerry Powell
Barley	18	14	12
Brannon	20	20	10
Cuchens	20	10	5
Farris	20	19	18
Laird	19	17	15
McLean	18	15	16
TOTAL	115	95	76

Hughes-Neel announced that Jackie Ponto from Wisconsin scored the highest. She requested that the other two applications be kept on file for six (6) months.

Board Action: *Councilwoman McLean motioned to offer the position of City Clerk to Jackie Ponto and to keep Pamela Russell's application on file for six (6) months as back-up. Councilwoman Cuchens seconded the motion. All ayes; motion carried.*

Mayor Barley: Community Thanksgiving Celebration

Mayor Barley read a letter sent to the community by Pastor Sam Dunaway describing the First Annual Community Thanksgiving to be held at the Freeport Community Center on Saturday, November 22, 2014, starting at 11:00 am

Board Action: *Councilman Farris motioned to waive the community center rental fees for this community event. Councilwoman McLean seconded the motion. All ayes; motion carried.*

Mayor Barley: First Annual Bayfest

Mayor Barley encouraged the audience to come and enjoy Bayfest on September 20th. He gave a brief description of the planned events.

Mayor Barley noted for the audience that several members of the Council had attended the Florida League of Cities State Conference and the City had held the Annual Summer

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Dinner for the NWFLC at the Hammock Bay Lake Club.

Planner Hughes-Neel reported to the Council regarding the morning meeting at City Hall with WFRPC as they celebrate their 50th anniversary. They met with Hughes-Neel, Mayor Barley and Councilwoman McLean and discussed their services and assistance which could be made available to the City. The City representatives were able to give the WFRPC representatives detailed information about the community, their needs and priorities. Councilwoman McLean commented that they had information on sewer funds; she will be investigating further.

VIII. Public Comment

Harold Shover: Update of City traffic issues.

IX. Adjournment

Board Action: *Mayor Barley called for a motion to adjourn. Councilman Farris motioned to adjourn. Councilwoman Cuchens seconded the motion. The meeting adjourned at 8:10 pm.*

APPROVED:

Mayor

Council President

ATTEST:

City Clerk