REGULAR MEETING
APALACHICOLA CITY COMMISSION
TUESDAY, OCTOBER 6, 2020 - 6PM
BATTERY PARK COMMUNITY CENTER
1 BAY AVE., APALACHICOLA, FLORIDA 32320

Agenda

You are welcome to comment on any matter under consideration by the Apalachicola City Commission when recognized to do so by the Mayor. Once recognized please rise to the podium, state your name for the record and adhere to the five minute time limit for public comment. Comments may also be sent by email to the City Manager or to Commissioners.

I. Call to Order
- Invocation
- Pledge of Allegiance

II. Agenda Adoption

III. Mayor and Commissioner Comments
- COVID issues
- Visioning Session: Keith Bowers, FAMU Small Business Development Center

IV. City Manager Communications

V. Attorney Kristy Branch Banks Communications

VI. Finance Director Leo Bebeau Communications
- August 2020 Financials

VII. Public Comment

VIII. Consent Agenda

A. Meeting Minutes Adoption – July 21,2020 Special Meeting, August 18, 2020 Special Meeting, September 17, 2020, September 29, 2020 Special Meeting and September 8, 2020 Regular Meeting Minutes

IX. Unfinished Business

A. CDBG-DR Grants

B. Area of Critical State Concern Presentation by Julie Dennis

C. Apalachicola Community Redevelopment Association / Co-Chair position

D. Old Library / Potential Philaco Club Lease

X. New Business

A. Tree Ordinance / Revision

B. Sewer System Damage / Potential Fines

C. Contract Award / Lafayette Park Pier bids

XI. Adjournment

Any person who desires to appeal any decision at this meeting will need a record of the proceeding and for this purpose, may need to ensure that a verbatim record of the proceeding is made which includes testimony and evidence upon which the appeal is based. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office 48 hours in advance of the meeting

City of Apalachicola
Total Revenues & Expenditures Budget vs Actual
October 2019 through August 2020

	Oct '19 - Aug 20	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
1400000 · GENERAL REVENUE				
1411001 · AD VALOREM TAXES	1,451,298.73	1,407,800.00	43,498.73	103.09%
1412001 · 1/2 CENT SALES TAX	166,262.52	170,000.00	-3,737.48	97.8%
1412002 · MOBILE HOME LICENSE TAX	179.00	100.00	79.00	179.0%
1412003 · ALCOHOLIC BEV LICENSE TAX	4,395.17	5,000.00	-604.83	87.9%
1413100 · UTILITY FRANCHISE	156,105.18	130,000.00	26,105.18	120.08%
1413200 · LOCAL COMMUNICATION TAX	55,627.52	60,000.00	-4,372.48	92.71%
1414100 · UTILITY TAX	227,154.64	200,000.00	27,154.64	113.58%
1415120 · STATE REVENUE SHARING	86,829.13	95,000.00	-8,170.87	91.4%
1421001 · OCCUPATIONAL LICENSE FEES	27,280.37	30,000.00	-2,719.63	90.94%
1422001 · BUILDING PERMIT FEES	29,336.05	40,000.00	-10,663.95	73.34%
1422004 · SPEC EXCEP/VARIANCE FEE	0.00	5,000.00	-5,000.00	0.0%
1422006 · GOLF CART PERMIT	8,912.52	10,000.00	-1,087.48	89.13%
1422007 · TREE APP FEE	3,561.70	5,000.00	-1,438.30	71.23%
1430100 · COUNTY FIRE PROTECT-MSBU	40,656.18	40,000.00	656.18	101.64%
1430200 · FINES AND FORFEITURES	523.66	2,000.00	-1,476.34	26.18%
1430300 · CEMETERY LOTS & OPENINGS	22,000.00	15,000.00	7,000.00	146.67%
1430400 · OYSTER HARVESTING LICENSES	24,200.00	30,000.00	-5,800.00	80.67%
1435000 · STORMWATER UTILITY FEES	12,825.99	25,000.00	-12,174.01	51.3%
1440100 · MISCELLANEOUS				
INT INC · GENERAL FUND INTEREST INCOME	7,546.30			
1440100 · MISCELLANEOUS - Other	46,855.18	3,000.00	43,855.18	1,561.84%
Total 1440100 · MISCELLANEOUS	54,401.48	3,000.00	51,401.48	1,813.38%
1440120 · MISC-EQUIP/PROP RENTAL	19,571.25	37,000.00	-17,428.75	52.9%
1440130 · MISC - COPIES	36.45			
1440163 · TRAFFIC LIGHT REIMB	4,923.00	4,500.00	423.00	109.4%
1440180 · FARMER MARKET REVENUE	3,460.00	3,000.00	460.00	115.33%
1440182 · SANITATION				
1440183 · SANITATION FEES	493,361.00	550,000.00	-56,639.00	89.7%
1440184 · SANITATION - ADMINISTRATION FEE	22,232.92			
Total 1440182 · SANITATION	515,593.92	550,000.00	-34,406.08	93.74%
1440190 · NWFWMD STORMWATER QUALITY IMP	3,620.00	350,000.00	-346,380.00	1.03%
1450500 · GIS MAPPING SERVICE INC	37,500.00	37,500.00	0.00	100.0%
1452400 · ELECTRONIC CRASH REPORT	40.00			
1453210 · FIRING RANGE	6,770.00			
1453700 · TECHNICAL ASSIST GRANT	0.00	40,000.00	-40,000.00	0.0%
1453710 · GRANT - FC BUSINESS CENTER	0.00	137,000.00	-137,000.00	0.0%
1453720 · GRANT - DOT BEAUTIFICATION	0.00	195,000.00	-195,000.00	0.0%
1453730 · GRANT - COASTAL RESILIENCE PRGM	52,500.00	52,500.00	0.00	100.0%
1453740 · GRANT - NOAA RESILIENCE PRGM	60,000.00	60,000.00	0.00	100.0%
1453750 · GRANT - USDA RURAL BUSINESS DEV	0.00	305,000.00	-305,000.00	0.0%
1455300 · LIB - MEMORY LAB GRANT	487.00			
1455500 · COMMUNITY GARDEN REVENUE	1,355.00	3,000.00	-1,645.00	45.17%
1455700 · HISTORY CULTURE REVENUE	28,225.67	40,000.00	-11,774.33	70.56%
1457300 · CDBG - MANHOLE PROJECT INC	29,294.68			
3410200 · PROJECT IMPACT REVENUE	304,013.60	515,000.00	-210,986.40	59.03%
5410200 · LIBRARY MISC. REVENUE	6,808.49	4,000.00	2,808.49	170.21%
5410300 · LIBRARY DONATIONS	2,456.39	7,000.00	-4,543.61	35.09%

NO ASSURANCE IS PROVIDED ON THIS FINANCIAL STATEMENT.

City of Apalachicola
Total Revenues & Expenditures Budget vs Actual
October 2019 through August 2020

	Oct '19 - Aug 20	Budget	$ Over Budget	% of Budget
6430200 · INTEREST-SBA	783.20			
740000 · SPECIAL REVENUE FUND				
7410000 · PROGRAM INCOME				
7410600 · LOVE CENTER	57,915.64			
7411000 · ANNA MARIA CANATELLA	6,682.17			
7411100 · DAVID WALKER INC	2,230.00			
7411300 · MEL LIVINGSTON INC	2,277.99			
7440100 · INTEREST - REVOLVING LOAN	29.40			
7440200 · INTEREST - SBA	364.62			
7410000 · PROGRAM INCOME - Other	0.00	30,000.00	-30,000.00	0.0%
Total 7410000 · PROGRAM INCOME	69,499.82	30,000.00	39,499.82	231.67%
7450429 · REV LOAN CASH BAL BRGHT FORWARD	0.00	6,200.00	-6,200.00	0.0%
Total 740000 · SPECIAL REVENUE FUND	69,499.82	36,200.00	33,299.82	191.99%
Total Income	6,140,636.84	7,098,300.00	-957,663.16	86.51%

City of Apalachicola
Water Dept Budget vs Actual
October 2019 through August 2020

	Oct '19 - Aug 20	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Expense				
4540000 · WATER DEPARTMENT				
4540120 · WATER SALARIES	127,838.88	178,900.00	-51,061.12	71.5%
4540121 · WATER OVERTIME	4,815.42	10,000.00	-5,184.58	48.2%
4540212 · WATER SOCIAL SECURITY	8,831.07	13,735.00	-4,903.93	64.3%
4540213 · WATER OVERTIME SOCIAL SECURITY	368.37	765.00	-396.63	48.2%
4540220 · WATER RETIREMENT	12,132.07	16,300.00	-4,167.93	74.4%
4540230 · WATER GROUP INS	30,398.72	43,000.00	-12,601.28	70.7%
4540400 · WATER TRAVEL	90.21	1,000.00	-909.79	9.0%
4540410 · WATER COMMUNICATION	2,339.04	2,500.00	-160.96	93.6%
4540430 · WATER UTILITIES	33,526.53	45,000.00	-11,473.47	74.5%
4540450 · WATER LIAB/PROP INS	27,130.61	18,800.00	8,330.61	144.3%
4540460 · WATER REPAIRS & MAINT	31,146.75	30,000.00	1,146.75	103.8%
4540461 · WATER TESTING	11,345.00	7,000.00	4,345.00	162.1%
4540462 · FIRE HYDRANT MAINT	0.00	10,000.00	-10,000.00	0.0%
4540463 · TANK MAINT	2,750.00	15,000.00	-12,250.00	18.3%
4540465 · TTHM EXP	996.94	10,000.00	-9,003.06	10.0%
4540466 · WATER IT SERV	1,570.63	1,000.00	570.63	157.1%
4540480 · WATER DUES & FEES	726.50	600.00	126.50	121.1%
4540520 · WATER SUPPLIES	34,791.73	60,000.00	-25,208.27	58.0%
4540521 · WATER GAS & OIL	5,896.95	9,000.00	-3,103.05	65.5%
4540523 · WATER EQUIP ABOVE $750	-1,098.29	5,000.00	-6,098.29	-22.0%
4540524 · WATER UNIFORMS	568.59	1,000.00	-431.41	56.9%
4540600 · WATER CAPITAL OUTLAY				
454a1 · INFRASTRUCTURE REPAIRS	0.00	68,000.00	-68,000.00	0.0%
454a2 · WATER SYSTEM STUDY	0.00	50,000.00	-50,000.00	0.0%
454a3 · FLOW METER REPLACEMENT	0.00	0.00	0.00	0.0%
4540600 · WATER CAPITAL OUTLAY - Other	65,934.47	0.00	65,934.47	100.0%
Total 4540600 · WATER CAPITAL OUTLAY	65,934.47	118,000.00	-52,065.53	55.9%
4540653 · WATER DEBT PAYMENTS				
454b1 · BOND SINKING & RESERVE	0.00	142,500.00	-142,500.00	0.0%
454b2 · RADIO READ METERS	32,034.31	32,200.00	-165.69	99.5%
454b3 · MINI EXCAVATOR	5,613.87	5,600.00	13.87	100.2%
454b4 · USDA - FILTRATION SYSTEM	0.00	18,900.00	-18,900.00	0.0%

NO ASSURANCE IS PROVIDED ON THIS FINANCIAL STATEMENT.

City of Apalachicola
Water Dept Budget vs Actual
October 2019 through August 2020

	Oct '19 - Aug 20	Budget	$ Over Budget	% of Budget
Total 4540653 · WATER DEBT PAYMENTS	37,648.18	199,200.00	-161,551.82	18.9%
Total 4540000 · WATER DEPARTMENT	439,748.37	795,800.00	-356,051.63	55.3%
Total Expense	439,748.37	795,800.00	-356,051.63	55.3%
Net Ordinary Income	-439,748.37	-795,800.00	356,051.63	55.3%
Net Income	**-439,748.37**	**-795,800.00**	**356,051.63**	**55.3%**

City of Apalachicola
Sewer Dept Budget vs Actual
October 2019 through August 2020

	Oct '19 - Aug 20	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Expense				
4550000 · SEWER DEPARTMENT				
4550120 · SEWER SALARIES	150,133.80	147,000.00	3,133.80	102.1%
4550121 · SEWER OVERTIME	3,760.38	10,000.00	-6,239.62	37.6%
4550200 · SEWER RETIREMENT	14,840.86	16,800.00	-1,959.14	88.3%
4550210 · SEWER SOCIAL SECURITY	9,960.23	11,235.00	-1,274.77	88.7%
4550211 · SEWER OVERTIME SS	287.67	765.00	-477.33	37.6%
4550300 · SEWER GROUP INS	28,944.30	31,300.00	-2,355.70	92.5%
4550400 · SEWER TRAVEL	0.00	1,000.00	-1,000.00	0.0%
4550410 · SEWER COMMUNICATION	6,358.50	7,000.00	-641.50	90.8%
4550430 · SEWER UTILITIES	95,082.82	120,000.00	-24,917.18	79.2%
4550450 · SEWER LIAB/PROP INS	43,268.28	30,000.00	13,268.28	144.2%
4550451 · SEWER FLOOD INSURANCE	6,539.00	6,000.00	539.00	109.0%
4550452 · POLLUTION INSURANCE	0.00	2,500.00	-2,500.00	0.0%
4550456 · BONDING SINKING & RESERVE	0.00	50,000.00	-50,000.00	0.0%
4550457 · SEWER SRF DEBT PAYMENT	163,665.71	632,100.00	-468,434.29	25.9%
4550460 · SEWER REPAIRS & MAINT	56,761.70	60,000.00	-3,238.30	94.6%
4550461 · SEWER TESTING & STUDIES	21,310.00	22,000.00	-690.00	96.9%
4550466 · SEWER IT SERV	70.62	1,000.00	-929.38	7.1%
4550480 · SEWER DUES & FEES	460.00	1,000.00	-540.00	46.0%
4550520 · SEWER SUPPLIES	66,981.88	70,000.00	-3,018.12	95.7%
4550521 · SEWER GAS & OIL	5,896.90	10,000.00	-4,103.10	59.0%
4550523 · SEWER EQUIP ABOVE $750	1,407.96	5,000.00	-3,592.04	28.2%
4550524 · SEWER UNIFORMS	394.00	1,500.00	-1,106.00	26.3%
4550600 · SEWER CAPITAL OUTLAY				
455a1 · MONITORING SYSTEM - FLOVAC	0.00	53,400.00	-53,400.00	0.0%
455a2 · VALVE REPLACEMENT - SBR#3	0.00	20,000.00	-20,000.00	0.0%
455a3 · WALKWAY REPLACEMENT	26,200.00	25,000.00	1,200.00	104.8%
455a4 · WASTEWATER PUMP #2 REPAIR	0.00	20,000.00	-20,000.00	0.0%
455a5 · LIFT STATION REPAIR	0.00	30,000.00	-30,000.00	0.0%
455a6 · COMPOST DRYING BED	0.00	10,000.00	-10,000.00	0.0%
4550600 · SEWER CAPITAL OUTLAY - Other	31,404.61	0.00	31,404.61	100.0%
Total 4550600 · SEWER CAPITAL OUTLAY	57,604.61	158,400.00	-100,795.39	36.4%
4550701 · SEWER TRUCK/TRACTOR PAYMT	5,613.87	5,600.00	13.87	100.2%

NO ASSURANCE IS PROVIDED ON THIS FINANCIAL STATEMENT.

City of Apalachicola
Sewer Dept Budget vs Actual
October 2019 through August 2020

	Oct '19 - Aug 20	Budget	$ Over Budget	% of Budget
Total 4550000 · SEWER DEPARTMENT	739,343.09	1,400,200.00	-660,856.91	52.8%
Total Expense	739,343.09	1,400,200.00	-660,856.91	52.8%
Net Ordinary Income	-739,343.09	-1,400,200.00	660,856.91	52.8%
Net Income	**-739,343.09**	**-1,400,200.00**	**660,856.91**	**52.8%**

City of Apalachicola
Scipio Creek & Battery Park Budget vs Actual
October 2019 through August 2020

	Oct '19 - Aug 20	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Expense				
4510000 · SCIPIO CREEK				
4510410 · SC COMMUNICATIONS	477.32	4,000.00	-3,522.68	11.9%
4510430 · SCIP CRK UTILITIES	4,026.52	4,000.00	26.52	100.7%
4510450 · SC LIAB/PROPERTY INS	21,980.39	18,000.00	3,980.39	122.1%
4510460 · SC REPAIRS & MAINT	10,133.17	4,000.00	6,133.17	253.3%
4510462 · SC JANITORAL SERV	2,700.00	6,000.00	-3,300.00	45.0%
4510470 · SC SALES TAX EXP	2,406.45			
4510472 · SC SUBMERGED LAND LEASE EXP	2,681.28	3,000.00	-318.72	89.4%
4510520 · SC SUPPLIES	135.00	1,000.00	-865.00	13.5%
Total 4510000 · SCIPIO CREEK	44,540.13	40,000.00	4,540.13	111.4%
4520000 · BATTERY PARK				
4520430 · BP UTILITIES	5,455.32	7,000.00	-1,544.68	77.9%
4520450 · BP LIAB/PROP INS	18,316.99	15,000.00	3,316.99	122.1%
4520460 · BP REPAIRS & MAINT	823.03	5,000.00	-4,176.97	16.5%
4520461 · BP IT SERVICES	0.00	600.00	-600.00	0.0%
4520470 · BP SALES TAX EXP	3,299.85			
4520471 · BP SUB LAND LEASE EXP	2,305.74	2,000.00	305.74	115.3%
4520520 · BP SUPPLIES	0.00	2,000.00	-2,000.00	0.0%
4520600 · BP CAPITAL OUTLAY	0.00	32,500.00	-32,500.00	0.0%
Total 4520000 · BATTERY PARK	30,200.93	64,100.00	-33,899.07	47.1%
Total Expense	74,741.06	104,100.00	-29,358.94	71.8%
Net Ordinary Income	-74,741.06	-104,100.00	29,358.94	71.8%
Net Income	**-74,741.06**	**-104,100.00**	**29,358.94**	**71.8%**

NO ASSURANCE IS PROVIDED ON THIS FINANCIAL STATEMENT.

City of Apalachicola
Special Revenue Fund Budget vs Actual
October 2019 through August 2020

	Oct '19 - Aug 20	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
740000 · SPECIAL REVENUE FUND				
7410000 · PROGRAM INCOME				
7410600 · LOVE CENTER	57,915.64			
7411000 · ANNA MARIA CANATELLA	6,682.17			
7411100 · DAVID WALKER INC	2,230.00			
7411300 · MEL LIVINGSTON INC	2,277.99			
7440100 · INTEREST - REVOLVING LOAN	29.40			
7440200 · INTEREST - SBA	364.62			
7410000 · PROGRAM INCOME - Other	0.00	30,000.00	-30,000.00	0.0%
Total 7410000 · PROGRAM INCOME	69,499.82	30,000.00	39,499.82	231.7%
7450429 · REV LOAN CASH BAL BRGHT FORWARD	0.00	6,200.00	-6,200.00	0.0%
Total 740000 · SPECIAL REVENUE FUND	69,499.82	36,200.00	33,299.82	192.0%
Total Income	69,499.82	36,200.00	33,299.82	192.0%
Expense				
750000 · SPECIAL REVENUE EXPENSES				
7510462 · RENTAL FEE - SEMINOLE	0.00	1,200.00	-1,200.00	0.0%
7510600 · REV LOAN CAPITAL OUTLAY	0.00	35,000.00	-35,000.00	0.0%
Total 750000 · SPECIAL REVENUE EXPENSES	0.00	36,200.00	-36,200.00	0.0%
Total Expense	0.00	36,200.00	-36,200.00	0.0%
Net Ordinary Income	69,499.82	0.00	69,499.82	100.0%
Net Income	**69,499.82**	**0.00**	**69,499.82**	**100.0%**

NO ASSURANCE IS PROVIDED ON THIS FINANCIAL STATEMENT.

City of Apalachicola
Administration Budget vs Actual
October 2019 through August 2020

	Oct '19 - Aug 20	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Expense				
1510000 · ADMINISTRATION				
1510120 · ADMIN SALARIES	164,901.25	146,600.00	18,301.25	112.5%
1510210 · ADMIN SOCIAL SECURITY	12,113.76	11,200.00	913.76	108.2%
1510220 · ADMIN RETIREMENT	19,625.42	26,300.00	-6,674.58	74.6%
1510230 · ADMIN GROUP INSURANCE	25,195.50	27,200.00	-2,004.50	92.6%
1510310 · PROFESSIONAL & LEGAL	40,056.67	16,000.00	24,056.67	250.4%
1510400 · ADMIN TRAVEL	1,721.25	3,000.00	-1,278.75	57.4%
1510410 · ADMIN COMMUNICATIONS	8,859.53	10,000.00	-1,140.47	88.6%
1510440 · ADMIN RENTAL	2,664.67	4,500.00	-1,835.33	59.2%
1510450 · ADMIN LIABILITY / PROP/WC INS	2,897.29	5,000.00	-2,102.71	57.9%
1510461 · ADMIN IT SERVICES	2,000.00	2,000.00	0.00	100.0%
1510480 · ADVERTISING	6,144.57	3,000.00	3,144.57	204.8%
1510490 · MISC EXPENSES	-1.61			
1510520 · ADMIN SUPPLIES	11,177.82	8,000.00	3,177.82	139.7%
1510521 · ADMIN GAS & OIL	0.00	1,000.00	-1,000.00	0.0%
1510523 · ADMIN EQUIP BELOW $750	1,439.98	2,500.00	-1,060.02	57.6%
1510540 · ADMIN DUES & FEES	2,778.77	2,000.00	778.77	138.9%
1510600 · ADMIN CAPITAL OUTLAY	19,492.48	40,000.00	-20,507.52	48.7%
1510800 · AB OYSTER LICENSE EXP	1,082.27	2,500.00	-1,417.73	43.3%
1510810 · TRANSFER - AB OYSTER FUND	0.00	30,000.00	-30,000.00	0.0%
Total 1510000 · ADMINISTRATION	322,149.62	340,800.00	-18,650.38	94.5%
Total Expense	322,149.62	340,800.00	-18,650.38	94.5%
Net Ordinary Income	-322,149.62	-340,800.00	18,650.38	94.5%
Net Income	**-322,149.62**	**-340,800.00**	**18,650.38**	**94.5%**

NO ASSURANCE IS PROVIDED ON THIS FINANCIAL STATEMENT.

City of Apalachicola
Facilities Budget vs Actual
October 2019 through August 2020

	Oct '19 - Aug 20	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Expense				
1574000 · FACILITIES				
1530431 · STREET LIGHTS	52,814.05	60,000.00	-7,185.95	88.0%
1572400 · UTILITES				
1510430 · ADMIN UTILITIES	1,559.09			
1520143 · POLICE UTILITIES	2,743.74			
1521243 · FIRE UTILITIES	2,959.69			
1530430 · PUBLIC WORKS UTILITIES	5,660.52			
1571430 · LIBRARY UTILITIES	2,837.80			
1572431 · COMMUNITY CENTER UTILITIES	5,880.89			
1572432 · PE FAC & FIELD UTILITIES	1,405.23			
1572433 · HOLY FAMILY UTILITIES	5,717.92			
1572434 · HIGH SCHOOL UTILITIES	16,415.84			
1572435 · 6TH ST REC UTILITIES	1,578.27			
1572437 · RESTROOM UTILITIES	962.37			
1572400 · UTILITES - Other	0.00	70,000.00	-70,000.00	0.0%
Total 1572400 · UTILITES	47,721.36	70,000.00	-22,278.64	68.2%
1572411 · PARKS FACILITY COMMUNICATIONS	4,989.15	5,000.00	-10.85	99.8%
157245i · LAIBILITY/PROPERTY INS				
1572450 · COMM CENTER INS	67,162.29			
1572452 · 6TH ST REC INS	0.00			
157245i · LAIBILITY/PROPERTY INS - Other	0.00	55,000.00	-55,000.00	0.0%
Total 157245i · LAIBILITY/PROPERTY INS	67,162.29	55,000.00	12,162.29	122.1%
1572461 · FACILITY MAINTENANCE	24,029.42	30,000.00	-5,970.58	80.1%
1572462 · PARK & REC IT SERVICES	0.00	1,500.00	-1,500.00	0.0%
1572464 · JANITORIAL SERVICES	9,620.00	13,000.00	-3,380.00	74.0%
Total 1574000 · FACILITIES	206,336.27	234,500.00	-28,163.73	88.0%
Total Expense	206,336.27	234,500.00	-28,163.73	88.0%
Net Ordinary Income	-206,336.27	-234,500.00	28,163.73	88.0%
Net Income	**-206,336.27**	**-234,500.00**	**28,163.73**	**88.0%**

NO ASSURANCE IS PROVIDED ON THIS FINANCIAL STATEMENT.

City of Apalachicola
Fire Dept Budget vs Actual
October 2019 through August 2020

	Oct '19 - Aug 20	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Expense				
1521000 · FIRE DEPARTMENT				
1521213 · FIRE VOLUNTEER COMPENSATION	20,200.00	17,500.00	2,700.00	115.4%
1521224 · FIRE LIABI / PROPERTY INSURANCE	4,864.87	5,000.00	-135.13	97.3%
1521240 · FIRE TRAVEL / TRAINING	0.00	2,000.00	-2,000.00	0.0%
1521241 · FIRE COMMUNICATIONS	523.46	1,000.00	-476.54	52.3%
1521246 · FIRE REPAIRS & MAINTENANCE	10,685.09	10,000.00	685.09	106.9%
1521249 · FIRE MISC - SUPPLIES	167.15	4,000.00	-3,832.85	4.2%
1521250 · FIRST RESPONDERS SUPPLY	1,545.69	3,000.00	-1,454.31	51.5%
1521252 · FIRE GAS & OIL	3,324.31	4,000.00	-675.69	83.1%
1521253 · FIRE EQUPIMENT BELOW $750	0.00	4,000.00	-4,000.00	0.0%
1521460 · HOSE/PUMP TESTING	0.00	4,000.00	-4,000.00	0.0%
1521461 · FIRE IT SERVICES	300.00	300.00	0.00	100.0%
1521600 · FIRE CAPITAL OUTLAY	0.00	0.00	0.00	0.0%
1521650 · FIRE TRUCK PAYMENT	49,007.53	49,100.00	-92.47	99.8%
1521651 · FIRE MSBU STATION PAYMENT	0.00	30,000.00	-30,000.00	0.0%
Total 1521000 · FIRE DEPARTMENT	90,618.10	133,900.00	-43,281.90	67.7%
Total Expense	90,618.10	133,900.00	-43,281.90	67.7%
Net Ordinary Income	-90,618.10	-133,900.00	43,281.90	67.7%
Net Income	**-90,618.10**	**-133,900.00**	**43,281.90**	**67.7%**

NO ASSURANCE IS PROVIDED ON THIS FINANCIAL STATEMENT.

City of Apalachicola
Governing Body Budget vs Actual
October 2019 through August 2020

	Oct '19 - Aug 20	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Expense				
1513000 · GOVERNING BODY				
1513120 · GB SALARIES	6,252.76	26,800.00	-20,547.24	23.3%
1513210 · GB SOCIAL SECURITY	478.33	2,100.00	-1,621.67	22.8%
1513220 · GB RETIREMENT	492.60	2,100.00	-1,607.40	23.5%
1513230 · GB GROUP INSURANCE	14,900.68	4,100.00	10,800.68	363.4%
1513310 · GB LEGAL SERVICES	22,470.57	55,000.00	-32,529.43	40.9%
1513320 · GB AUDITING SERVICES	49,286.50	38,000.00	11,286.50	129.7%
1513344 · ELECTION SERVICES	4,782.58	7,000.00	-2,217.42	68.3%
1513346 · GB LOBBYIST	42,500.00	36,000.00	6,500.00	118.1%
1513400 · GB TRAVEL & TRAINING	1,382.65	1,000.00	382.65	138.3%
1513410 · GB COMMUNICATIONS	1,348.20	3,000.00	-1,651.80	44.9%
1513450 · GB LIABILITY INS	3,663.40	3,000.00	663.40	122.1%
1513461 · GB IT SERVICES	600.00	1,200.00	-600.00	50.0%
1513520 · GB SUPPLIES	1,292.90	1,500.00	-207.10	86.2%
1513540 · GB DUES & FEES	2,314.00	2,000.00	314.00	115.7%
1513600 · GB CAPITAL OUTLAY	20,000.00	172,000.00	-152,000.00	11.6%
1513650 · GB DEBT PAYMENT	0.00	32,500.00	-32,500.00	0.0%
Total 1513000 · GOVERNING BODY	171,765.17	387,300.00	-215,534.83	44.3%
Total Expense	171,765.17	387,300.00	-215,534.83	44.3%
Net Ordinary Income	-171,765.17	-387,300.00	215,534.83	44.3%
Net Income	**-171,765.17**	**-387,300.00**	**215,534.83**	**44.3%**

NO ASSURANCE IS PROVIDED ON THIS FINANCIAL STATEMENT.

City of Apalachicola
Parks & Recreation/Community Programs Budget vs Actual
October 2019 through August 2020

	Oct '19 - Aug 20	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Expense				
1572000 · PARKS DEPARMENT				
1572430 · PARKS UTILITIES	2,855.29	3,500.00	-644.71	81.6%
1572459 · PARKS & REC INS	6,105.67	5,000.00	1,105.67	122.1%
1572463 · PARK MAINTENANCE	7,824.84	6,500.00	1,324.84	120.4%
Total 1572000 · PARKS DEPARMENT	16,785.80	15,000.00	1,785.80	111.9%
1572410 · PARKS COMMUNICATIONS	2,147.50			
1573000 · RECREATION/COMMUNITY PROGRAMS				
1510492 · FARMER MARKET EXP	578.51	3,000.00	-2,421.49	19.3%
1510529 · COMMUNITY GARDEN EXPENSE	3,584.59	3,000.00	584.59	119.5%
1510530 · HISTORY, CULTURE EXPENSE	42,045.77	40,000.00	2,045.77	105.1%
1512320 · PROGRAM SERVICES	0.00	2,000.00	-2,000.00	0.0%
1572344 · PROJECT IMPACT PROG				
3520120 · SALARIES - Education	167,892.75			
3520131 · PROGRAM MANAGER	16,200.00			
3520210 · REC SOCIAL SECURITY	12,843.83			
3520220 · REC RETIREMENT	13,914.04			
3520230 · GROUP INSURANCE	8,484.63			
3520310 · EVALUATION	18,197.97			
3520314 · SPEC PROG (CONT SERV)	33,713.00			
3520400 · STAFF DEV/TRAVEL	1,151.95			
3520401 · FIELD TRIPS/TRAVEL	750.00			
3520410 · COMMUNICATIONS (ADMN)	1,171.57			
3520430 · UTILITIES (ADMN)	4,000.00			
3520460 · REC REPAIRS & MAINTENANCE	1,924.11			
3520521 · SUPPLIES (ADMN)	14,809.43			
1572344 · PROJECT IMPACT PROG - Other	79.99	515,000.00	-514,920.01	0.0%
Total 1572344 · PROJECT IMPACT PROG	295,133.27	515,000.00	-219,866.73	57.3%
1572491 · DIXIE YOUTH LEAGUE	0.00	2,000.00	-2,000.00	0.0%
Total 1573000 · RECREATION/COMMUNITY PROGRAMS	341,342.14	565,000.00	-223,657.86	60.4%
Total Expense	360,275.44	580,000.00	-219,724.56	62.1%

NO ASSURANCE IS PROVIDED ON THIS FINANCIAL STATEMENT.

City of Apalachicola
Parks & Recreation/Community Programs Budget vs Actual
October 2019 through August 2020

	Oct '19 - Aug 20	Budget	$ Over Budget	% of Budget
Net Ordinary Income	-360,275.44	-580,000.00	219,724.56	62.1%
Net Income	**-360,275.44**	**-580,000.00**	**219,724.56**	**62.1%**

City of Apalachicola
Police Dept Budget vs Actual
October 2019 through August 2020

	Oct '19 - Aug 20	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Expense				
1520000 · POLICE DEPTARTMENT				
1520112 · POLICE SALARIES	318,157.90	312,800.00	5,357.90	101.7%
1520113 · POLICE OVERTIME SALARIES	13,402.43	36,500.00	-23,097.57	36.7%
1520120 · POLICE SOCIAL SECURITY	22,140.89	24,000.00	-1,859.11	92.3%
1520121 · POLICE OVERTIME SOC SEC	1,895.21	2,900.00	-1,004.79	65.4%
1520122 · POLICE RETIREMENT	71,864.46	78,000.00	-6,135.54	92.1%
1520123 · POLICE GROUP INSURANCE	57,632.83	62,700.00	-5,067.17	91.9%
1520124 · POLICE WORKER'S COMP	5,131.08	20,000.00	-14,868.92	25.7%
1520140 · POLICE TRAINING/SEMINARS	333.04	1,000.00	-666.96	33.3%
1520141 · POLICE COMMUNICATIONS	11,586.96	15,000.00	-3,413.04	77.2%
1520144 · POLICE COPIER/EQUIPMENT RENTAL	485.96	1,000.00	-514.04	48.6%
1520146 · POLICE REPAIRS & MAINTENANCE	13,374.81	7,500.00	5,874.81	178.3%
1520148 · POLICE TIRES & TUBES	464.14	2,000.00	-1,535.86	23.2%
1520152 · POLICE SUPPLIES	4,973.48	6,000.00	-1,026.52	82.9%
1520153 · POLICE UNIFORMS	2,114.81	2,000.00	114.81	105.7%
1520154 · POLICE GAS & OIL	13,470.99	20,000.00	-6,529.01	67.4%
1520155 · POLICE EQUIP BELOW $750	0.00	0.00	0.00	0.0%
1520157 · POLICE - ANIMAL CONTROL SERVICE	0.00	3,500.00	-3,500.00	0.0%
1520170 · POLICE VEHICLE PAYMENT	9,338.22	5,000.00	4,338.22	186.8%
1520461 · POLICE IT SERVICES	1,500.00	1,500.00	0.00	100.0%
1520600 · POLICE - CAPITAL OUTLAY	43,518.19	46,000.00	-2,481.81	94.6%
1520650 · POLICE DEBT SERVICES	0.00	10,900.00	-10,900.00	0.0%
Total 1520000 · POLICE DEPTARTMENT	591,385.40	658,300.00	-66,914.60	89.8%
Total Expense	591,385.40	658,300.00	-66,914.60	89.8%
Net Ordinary Income	-591,385.40	-658,300.00	66,914.60	89.8%
Net Income	**-591,385.40**	**-658,300.00**	**66,914.60**	**89.8%**

NO ASSURANCE IS PROVIDED ON THIS FINANCIAL STATEMENT.

City of Apalachicola
Public Works Budget vs Actual
October 2019 through August 2020

	Oct '19 - Aug 20	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Expense				
1530000 · PUBLIC WORKS				
1530120 · PUBLIC WORKS SALARIES	169,092.24	182,200.00	-13,107.76	92.81%
1530121 · PUBLIC WORKS OVERTIME SALARIES	312.38	40,000.00	-39,687.62	0.78%
1530210 · PUBLIC WORKS SOC SEC	12,814.54	14,000.00	-1,185.46	91.53%
1530211 · PUBLIC WORKS OVERTIME SOC SEC	23.90	3,000.00	-2,976.10	0.8%
1530220 · PUBLIC WORKS RETIREMENT	17,451.89	21,000.00	-3,548.11	83.1%
1530230 · PUBLIC WORKS GROUP INSURANCE	45,503.37	46,800.00	-1,296.63	97.23%
1530240 · PUBLIC WORKS WORKER'S COMP	7,960.04	29,000.00	-21,039.96	27.45%
1530300 · SANITATION SERVICES	397,192.39	442,000.00	-44,807.61	89.86%
1530301 - SANITATION SERVICES - COMMERCIAL	176,846.12			
1530302 - SANITATION SERVICES - RESIDENTIAL	219,177.57			
1530303 - SANITATION SERVICES - LAND FILL FEE	1,168.70			
1530410 · PUBLIC WORKS COMMUNICATIONS	4,586.22	5,000.00	-413.78	91.72%
1530460 · PUBLIC WORKS REPAIRS & MAINT	11,624.99	12,500.00	-875.01	93.0%
1530461 · PUBLIC WORKS IT SERVICES	300.00	300.00	0.00	100.0%
1530462 · STORMWATER IMP EXP	1,664.74			
1530463 · TIRES & TUBES	1,824.26	0.00	1,824.26	100.0%
1530520 · PUBLIC WORKS SUPPLIES	3,376.10	3,000.00	376.10	112.54%
1530521 · PUBLIC WORKS UNIFORMS	638.08	1,000.00	-361.92	63.81%
1530522 · PUBLIC WORKS GAS & OIL	13,202.29	12,500.00	702.29	105.62%
1530523 · EQUIPMENT BELOW $750	0.00	22,000.00	-22,000.00	0.0%
1530524 · EQUIPMENT ABOVE $750	8,165.25			
1530600 · PUBLIC WORKS CAPITAL OUTLAY				
153a1 · ROAD, SIDEWALK & SW REP LOGT	0.00	32,000.00	-32,000.00	0.0%
153a10 · USDA RBD	0.00	305,000.00	-305,000.00	0.0%
153a2 · GRANT - NWFWMD STORMWATER RETRO	0.00	350,000.00	-350,000.00	0.0%
153a3 · GRANT - DOT BEAUTIFICATION	0.00	195,000.00	-195,000.00	0.0%
153a4 · MOWER REPLACEMENT - LOGT	0.00	0.00	0.00	0.0%
153a5 · STORM WATER PROJECT	0.00	2,000.00	-2,000.00	0.0%
153a6 · FRONT LOADER BUCKET	0.00	18,000.00	-18,000.00	0.0%
153a7 · VEHICLE REPLACEMENT	0.00	0.00	0.00	0.0%
153a8 · STREET PVMT ASSESSMENT STUDY	0.00	25,000.00	-25,000.00	0.0%
153a9 · GRANT - USDA RURAL BUS DEVP	0.00	0.00	0.00	0.0%
1530600 · PUBLIC WORKS CAPITAL OUTLAY - Other	46,467.69			
Total 1530600 · PUBLIC WORKS CAPITAL OUTLAY	46,467.69	927,000.00	-880,532.31	5.01%
1530650 · PUBLIC WORKS DEBT SERVICE				
153b1 · BUSH HOG PAYMENT - LOGT	17,285.38	17,300.00	-14.62	99.92%
153b2 · MINI EXCAVATOR PAYMENT - LOGT	5,613.87	5,700.00	-86.13	98.49%
Total 1530650 · PUBLIC WORKS DEBT SERVICE	22,899.25	23,000.00	-100.75	99.56%
1530701 · TRUCK/TRACTOR PAYMENT	0.00	5,000.00	-5,000.00	0.0%
1541462 · TREE MAINTENANCE	5,100.00	4,000.00	1,100.00	127.5%
Total 1530000 · PUBLIC WORKS	1,167,392.01	1,793,300.00	-625,907.99	65.1%
Total Expense	1,167,392.01	1,793,300.00	-625,907.99	65.1%
Net Ordinary Income	-1,167,392.01	-1,793,300.00	625,907.99	65.1%
Net Income	-1,167,392.01	-1,793,300.00	625,907.99	65.1%

NO ASSURANCE IS PROVIDED ON THIS FINANCIAL STATEMENT.

City of Apalachicola
Zoning.Code Enforcment Budget vs Actual
October 2019 through August 2020

	Oct '19 - Aug 20	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Expense				
1511000 · ZONING/CODE ENFORCEMENT				
1510551 · GIS MAPPING SERVICES EXP	50,224.00	37,500.00	12,724.00	133.9%
1510554 · GRANT - COASTAL RESILLIENCE EXP	55,500.00	52,500.00	3,000.00	105.7%
1510555 · GRANT - NOAA RESILIENCE EXP	40,000.00	60,000.00	-20,000.00	66.7%
1511020 · ZONING/CODE SALARIES	12,910.57	118,900.00	-105,989.43	10.9%
1511021 · ZONING/CODE ENF SOCIAL SECURITY	841.81	9,200.00	-8,358.19	9.2%
1511022 · ZONING/CODE ENF RETIREMENT	1,055.02	10,200.00	-9,144.98	10.3%
1511023 · ZONING/CODE ENF GRP INSURANCE	2,101.72	24,900.00	-22,798.28	8.4%
1511024 · ZONING/CODE ENF WC/PROP INS	467.58	2,000.00	-1,532.42	23.4%
1511031 · ZONING/CODE ENF LEGAL SERVICES	2,500.00	25,000.00	-22,500.00	10.0%
1511052 · ZONING/CODE ENF GAS & OIL	0.00	1,500.00	-1,500.00	0.0%
1511310 · ZONING/CODE PLANNING CONT SVCE	34,602.34	5,000.00	29,602.34	692.0%
1511320 · ZONING/CODE ENF BLDG INSPECTOR	0.00	30,000.00	-30,000.00	0.0%
1511410 · ZONING/CODE ENF COMMUNICATIONS	1,164.57	2,500.00	-1,335.43	46.6%
1511460 · ZONING/CODE ENF REPAIRS	0.00	2,000.00	-2,000.00	0.0%
1511461 · ZONING/CODE ENF IT SERVICES	900.00	900.00	0.00	100.0%
1511480 · ZONING CODE/ENF ADVERTISING	1,360.38	2,000.00	-639.62	68.0%
1511520 · ZONING/CODE ENF SUPPLIES	1,337.52	4,000.00	-2,662.48	33.4%
1511522 · ZONING/CODE ENF EQPT BELOW $750	0.00	1,500.00	-1,500.00	0.0%
Total 1511000 · ZONING/CODE ENFORCEMENT	204,965.51	389,600.00	-184,634.49	52.6%
1513000 · GOVERNING BODY				
1513480 · GB - Grant Development				
1510512 · EXPENSE - TECH ASSISTANCE GRANT	10,414.00	40,000.00	-29,586.00	26.0%
Total 1513480 · GB - Grant Development	10,414.00	40,000.00	-29,586.00	26.0%
Total 1513000 · GOVERNING BODY	10,414.00	40,000.00	-29,586.00	26.0%
Total Expense	215,379.51	429,600.00	-214,220.49	50.1%
Net Ordinary Income	-215,379.51	-429,600.00	214,220.49	50.1%
Net Income	**-215,379.51**	**-429,600.00**	**214,220.49**	**50.1%**

NO ASSURANCE IS PROVIDED ON THIS FINANCIAL STATEMENT.

MINUTES OF THE SPECIAL MEETING OF THE APALACHICOLA CITY COMMISSION HELD TUESDAY, JULY 21, 2020, 6:00 PM AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT:	Mayor Kevin Begos	Travis Wade, City Manager
	Commissioner Adriane Elliott	Leo Bebeau, Finance DIrector
	Commissioner Despina George	Deborah Guillotte, City Clerk
	Commissioner Anita Grove	
VIA PHONE:	Commissioner Brenda Ash	

CALL TO ORDER

Mayor Begos called the meeting to order at 6:00 PM.

AGENDA ADOPTION

Commissioner George made a motion to approve the agenda, but to have public comment after the budget workshop. Commissioner Elliott seconded and the motion carried 5-0.

Commissioner Elliott made a motion to amend the order of the agenda and allow public comment at the beginning of the meeting. Commissioner Ash seconded and the motion carried 5-0.

Mayor Begos opened the floor for public comment

PUBLIC COMMENT

No public comments.

NEW BUSINESS
A. POTENTIAL LAND DONATION WITH DEPARTMENT OF ENVIRONMENT PROTECTION TO SETTLE CONSENT ORDER FINE

Mayor Begos reviewed the City's options of paying the DEP fines for TTHM violations and they are as follows: 1) pay in cash, 2) offset projects by repairing and maintaining the sewer system, and 3) land donation.

Commissioner Ash made a motion for potential land donation with DEP to settle the Consent Order fine. Commissioner Grove seconded and the motion carried 3-2. Commissioners George and Elliott opposed.

NEW BUSINESS
B. BUDGET WORKSHOP

Mr. Bebeau reviewed: revenue projections, grant projects, capital outlay, expenditures

Commission discussed by department the following items: Water/Sewer capital improvements increase, deleting the lobbyist and continue consulting with Chris Holley; better health Plan with CHP; accounting software; repairs and maintenance at Scipio Creek; legal budget reduction; one new position in both water/sewer and public works; elected officials pay; surplus property; new sewer treatment plant; IT services; vehicle tracking devices; Denton Cove monies for water/sewer taps; public works tractors and large vehicles being stationed at the 5th Street barn property and putting up a pole barn for protection; RFP for tree cutting services on City properties; EPCI contract positions; sales tax possibly needing further reduction from the 80% proposed amount to a lower figure; sanitation fees; golf cart renewal notifications; tree application fees; farmers market revenue – having 10% earmarked for repair and maintenance for the

Mill Pond; firing range fee re-structure; planning position; CARES Act funding for Covid 19 and possible funding for a audio visual system; Community Garden funds; water and sewer rates; code enforcement position; Library interim position funding; fire department donations; City facility utilities and janitorial services; CRA funding and possibly

investing in signage for public restrooms and public parking lot on Market Street; CRA – payoff; Battery Park utilities, fees, public restrooms; Scipio Creek repairs and possible harbormaster position; and budget calendar dates which will be distributed when completed.

Mayor Begos recommends setting a tentative meeting for Tuesday, July 28, 2020 at 6:00 pm, to tentatively adopt the millage rate.

NEW BUSINESS

C. DISCUSSION OF POSSIBLE HISTORICAL RESOURCES GRANT

Commissioner Grove gave an update of possible Historical Resources Grant and recommends that the City apply for old City Hall, Historical Cultural and Arts building, and research to see if Holy family would qualify. Also, these grants require no match by the City, and there is a group that will help with these applications, so the City doesn't have to pay for a grant writer. Further research will be done by staff on these grant applications.

ADJOURNMENT

With no further business, Commissioner Elliott made a motion to adjourn the meeting at 6:05 PM. Commissioner George seconded and the motion carried 5-0.

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Kevin Begos, Mayor

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Deborah Guillotte, City Clerk

MINUTES OF THE SPECIAL MEETING OF THE APALACHICOLA CITY COMMISSION HELD TUESDAY, AUGUST 18, 2020, 6:00 PM AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT:	Mayor Kevin Begos	Travis Wade, City Manager
	Commissioner Adriane Elliott	Leo Bebeau, Finance DIrector
	Commissioner Despina George	Deborah Guillotte, City Clerk
	Commissioner Anita Grove	
	Commissioner Brenda Ash	

CALL TO ORDER

Mayor Begos called the meeting to order at 6:00 PM and Commissioner Ash gave the invocation, followed by the pledge of allegiance.

AGENDA ADOPTION

Commissioner Grove made a motion to approve the agenda, with the addition of a Proclamation for Pam Nobles to be written by staff. Commissioner George seconded and the motion carried 5-0.

BUDGET WORKSHOP

Mr. Bebeau stated the numbers presented tonight are based on the rollback millage rate of 9.001, which means there is no tax increase, with a rate difference of $51,000 more than last year. Mr. Bebeau reviewed the general revenues, expenditures, and capital outlays. The Commission reviewed the budget and discussed the following: Rollback rate possibility of 9.3 to relieve water and sewer customers; Reserve monies of approximately 5% from surplus for emergencies; CRA debt - to payoff $151,000 with insurance monies from Hurricane Michael; Revolving Loan fund; Water and Sewer – increase in capital outlay due to repairs, upgrades, and maintenance of lift stations and storm water drains, etc.; Water and Sewer reserve monies; Denton Cove costs for project – water/sewer taps, etc., that the City is responsible for contributing after the $125,000 credit; Battery Park projects fish table, seawall repairs, historic markers and bathrooms; Surplus net cash of approximately $40,000 per month; Police actual hours paid are 2184 and they were getting paid 2080 hours; firing range funds; animal control services to be researched by staff on amount to be funded; Scipio Creek – replacement of damaged and broken pilings; derelict vessel grant; capital outlay - electrical outlets, road repairs; trash receptacles; Liability insurance – project impact classification and a 5% Administrative fee for the City; Administrative – financial software; Facilities – Duke energy audit for buildings; Johnson Center – A/C unit; Janitorial Services for downtown public restrooms and Scipio Creek – research and put out an RFP; Fire Department $100,000 grant; fire department calls and figures in the monthly police report; old fire department building, fire truck, and trolley - what to do with them; Governing Body – Cancel current lobbyist and keep Chris Holley under contract; CARES Act – website re-design and updates grant – need RFP; Health Insurance – Elected officials – will be researched further; Library; Parks and Recreation – Farmers Market project; HCA – digital programs, research other projects for revenues; Public Works – adding one full-time worker, minus three seasonal workers; Code Enforcement position open and to be advertised, and a part-time Planner position – to be researched further by staff, Code Enforcement Salary – may need to be increased, but leave salary amount as is at this time. Discussion held on millage rollback rate, possibility of reducing the SUF fee on water billing, and for staff to update the budget with the rollback rate and the current millage rate for the next meeting.

ADJOURNMENT

With there being no further business, meeting adjourned at 8:24 pm.

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Kevin Begos, Mayor

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Deborah Guillotte, City Clerk

MINUTES OF THE REGULAR MEETING OF THE APALACHICOLACITY COMMISSION HELD THURSDAY, SEPTEMBER 17, 2020, 6:00 PM AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT:	Mayor Kevin Begos	Travis Wade, City Manager
	Commissioner Anita Grove	Deborah Guillotte, City Clerk
	Commissioner Adrian Elliott	Leo Bebeau, Finance Director
	Commissioner Despina George	
	Commissioner Brenda Ash	

CALL OF ORDER

Mayor Begos called the meeting to order and Commissioner Ash gave the invocation, followed by the Pledge of Allegiance.

Mayor Begos opened the Public Hearing.

AGENDA ADOPTION

Commissioner Grove made a motion to approve the Agenda. Commissioner Elliott seconded and the motion carried 5-0.

PUBLIC HEARING – FISCAL YEAR 2020-21 BUDGET

Mayor Begos stated that in 2018, that the Commission thought $436,000 insurance check went into the general fund, but discovered it went into a surplus trust account, which means we have more in the general fund.

Mayor and Commission discussed the following: 1) Relief for low income seniors, in terms of water and sewer bills (see Exhibit "A"), 2) Commercial district relief on SUF fees for one month, if requested by business; 3) existing millage rate and rollback rate explained by Mayor Begos to the public. Discussion held by Commission.

There being no further comments, Mayor Begos closed public hearing.

UNFINISHED BUSINESS
RESOLUTION 2020-13 – FINAL ADOPTION FISCAL YEAR 2020-21 MILLAGE RATE

Mayor Begos read Resolution 2020-13 in its entirety.

A RESOLUTION OF THE CITY OF APALACHICOLA, FLORIDA ADOPTING A FINAL MILLAGE RATE FOR THE LEVY OF AD VALOREM TAXES FOR FISCAL YEAR 2020-2021 ON ALL TAXABLE PROPERTY LOCATED WITHIN THE CITY OF APALACHICOLA; SETTING A FINAL BUDGET HEARING DATE, TIME AND PLACE AND PROVIDING FOR AN EFFECTIVE DATE

Commissioner Grove made a motion to adopt Resolution 2020-13, adopting the Final 2020-2021 Millage Rate of 9.001 (rollback rate). Commissioner Elliott seconded and the motion carried 4-1. Commissioner George opposed.

UNFINISHED BUSINESS
ORDINANCE 2020-05 – APPROVE FIRST READING OF ORDINANCE 2020-05 FISCAL YEAR ANNUAL BUDGET

Mayor Begos read Ordinance 2020-05 by title:

AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF APALACHICOLA, FLORIDA ADOPTING THE 2020-2021 FISCAL YEAR BUDGET

Commissioner Elliott made a motion to approve the first reading of Ordinance 2020-05, adopting the 2020-21 Fiscal Year Budget, and proceed with the adoption process. Commissioner Ash seconded and the motion carried 5-0.

ADJOURNMENT

With no further business, Commissioner Elliott made a motion to adjourn the meeting at 6:20 PM. Commissioner AG seconded and the motion carried 5-0.

_____

Kevin Begos, Mayor

_____

Deborah Guillotte, City Clerk

MINUTES OF THE REGULAR MEETING OF THE APALACHICOLACITY COMMISSION HELD TUESDAY, SEPTEMBER 29, 2020, 6:00 PM AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT:	Mayor Kevin Begos	Travis Wade, City Manager
	Commissioner Anita Grove	Deborah Guillotte, City Clerk
	Commissioner Adrian Elliott	Leo Bebeau, Finance Director
	Commissioner Despina George	
	Commissioner Brenda Ash	

CALL OF ORDER

Mayor Begos called the meeting to order and Commissioner Ash gave the invocation, followed by the Pledge of Allegiance.

Mayor Begos opened the Public Hearing.

PUBLIC HEARING – FY 2020-21 BUDGET

Mayor Begos and Commission discussed the FY 2020-2021 Budget, reviewed a written letter from DEP on the Consent Order, and overall water and sewer bill relief.

There being no further comments, Mayor Begos closed public hearing.

Commissioner Elliott made a motion to hold a workshop for options for water and sewer charge relief, on October 6, 2020 at 5:00 PM. Commissioner Ash seconded and the motion carried 5-0.

UNFINISHED BUSINESS
RESOLUTION 2020-13 – FINAL ADOPTION FISCAL YEAR 2020-21 MILLAGE RATE

Mayor Begos read Resolution 2020-13 in its entirety.

A RESOLUTION OF THE CITY OF APALACHICOLA, FLORIDA ADOPTING A FINAL MILLAGE RATE FOR THE LEVY OF AD VALOREM TAXES FOR FISCAL YEAR 2020-2021 ON ALL TAXABLE PROPERTY LOCATED WITHIN THE CITY OF APALACHICOLA; SETTING A FINAL BUDGET HEARING DATE, TIME AND PLACE AND PROVIDING FOR AN EFFECTIVE DATE

Commissioner Elliott made a motion to adopt Resolution 2020-13, adopting the Final 2020-2021 Millage Rate of 9.001 (rollback rate). Commissioner Grove seconded and the motion carried 4-1. Commissioner George opposed.

UNFINISHED BUSINESS
ORDINANCE 2020-05 – APPROVE FINAL ADOPTION OF ORDINANCE 2020-05 FISCAL YEAR ANNUAL BUDGET

Mayor Begos read Ordinance 2020-05 by title:

AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF APALACHICOLA, FLORIDA ADOPTING THE 2020-2021 FISCAL YEAR BUDGET

Commissioner Elliott made a motion to approve the first reading of Ordinance 2020-05, adopting the 2020-21 Fiscal Year Budget, and proceed with the adoption process. Commissioner Ash seconded and the motion carried 5-0.

ADJOURNMENT

With no further business, Commissioner Elliott made a motion to adjourn the meeting at 7:55 PM. Commissioner George seconded and the motion carried 5-0.

_____

Kevin Begos, Mayor

_____

Deborah Guillotte, City Clerk

APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 6, 2020

SUBJECT: CDBG-DR Grants

AGENDA INFORMATION:

Agenda Location: Unfinished Business, Item A
Presenter: Mayor Begos

BRIEF SUMMARY:

The City had hoped to "piggyback" on the Gulf County application for grant management, but the Department of Economic Opportunity (DEO) will not confirm in writing that the process we followed meets all federal guidelines. We may need to publish our own RFQ to cover all bases. Gulf County is using Gouras and Associates. The City is also seeking advice from Andy Easton, who has extensive experience in Water & Sewer projects.

The first round of applications includes $111 million available for General Infrastructure Repair. Minimum grant is $250,000. Allowable projects include:

Restoration of infrastructure damaged by Hurricane Michael.

Removal of debris and other damage.

Water and sewer facilities.

Repair to public facilities such as emergency community shelters.

Demolition, rehabilitation of publicly or privately owned commercial or industrial buildings.

Economic revitalization which includes any CDBG-DR eligible activity that demonstrably restores and improves some aspect of the local economy.

Preliminary discussions with DEO suggest three local projects that may score well:

1. Repairs to downtown Sewer and Stormwater system, including pipe re-lining and electronic monitoring system

2. Constructing a new City Sewer plant out of the flood zone, several hundred feet north of the current location.

3. Removing the Popham Building and/or Old Fire Station, and replacing Popham with boat slips and/or a Cooperative Oyster Spat Hatchery.

It is possible to have different Grant writers/administrators for each project.

The DEO application is fairly basic. We have much of the information from previously submitted grants.

FUNDING SOURCE: Some City match may help an application score higher.

ATTACHMENTS: CDBG-DR application and webinar slide

STAFF'S COMMENTS AND RECOMMENDATIONS:

Applicant Information

General Information:

Local Government Applicant Name

Official Project Title

DUNS #

Please select which qualifying county the project is located in.

- ○ Bay
- ○ Calhoun
- ○ Franklin
- ○ Gadsden
- ○ Gulf
- ○ Holmes
- ○ Jackson
- ○ Leon
- ○ Liberty
- ○ Wakulla
- ○ Washington
- ○ Taylor

Application Preparer: (This is the person that DEO will contact regarding any question within your submitted application.)

First and Last Name

Title

Mailing street address

City

State

Zip

Phone Number

Email Address

Does the Application Preparer also serve as the project lead?

- Yes
- No

Local project manager/lead contact: (This is the person who will lead the project locally.)

First and Last Name

Title

Mailing Street Address

City

State

Zip

Phone Number

Email Address

Total CDBG-DR requested (in dollars):

Total Project Budget (in dollars):

Select which leveraged funds have been procured for the program or project, if any (select all that apply).

- FEMA
- Local Match
- State Funds
- Private Funds
- Other

If you selected "Other" in the previous question, please specify which leveraged funds have been procured.

Does the proposed recovery activity reside within any tribal governments?

- Yes
- No

Please state which tribal government(s) the project resides within.

Does the proposed recovery activity exist within any municipality(s)?

- Yes
- No

Please state which municipality(s) the proposed project effects.

Does the proposed recovery activity involve any unincorporated area(s)?

- Yes
- No

Please state which unincorporated area(s) the proposed project effects.

Is the local government covered by the National Flood Insurance Program?

Applicants must be covered by the National Flood Insurance Program to receive CDBG-DR funding, or they will be disqualified.

- Yes
- No

Are there any co-applicants involved in this project?

- Yes
- No

Who are the co-applicants involved in this project?

Entity Name

Contact Name

Contact Email

Are there additional co-applicants?

- Yes
- No

Who are the additional co-applicants?

Entity Name

Contact Name

Contact Email

Are there additional co-applicants?

- Yes
- No

Who are the additional co-applicants?

Entity Name

Contact Name

Contact Email

Proposal Information

Location of Proposed Project:

Street Address

City

State

Zip

Please give a brief description of the proposed project (1-2 sentences).

Please select which National Objective the project addresses:

- ○ Low-Moderate Income Area
- ○ Urgent Need

Total service area population served:

Total LMI Population served:

Total number of households served:

Total number of LMI households served:

How was the LMI data obtained for this project?

- ○ Survey Data
- ○ Census Block Data

Please specify which census blocks were used in calculating LMI area.

Please upload LMI survey data in following link.

Select which Congressional District the Project or Program resides in (select all that apply).

District 1	District 2	District 5
☐	☐	☐

Select which Florida Senate District the Project or Program resides in (select all that apply).

- [ ] District 1
- [ ] District 2
- [ ] District 3

Select which Florida House District the Project or Program resides in (select all that apply).

- [ ] District 3
- [ ] District 4
- [ ] District 5
- [ ] District 6
- [ ] District 7
- [ ] District 8
- [ ] District 9

Please select which Eligible Activity that best describes the proposed program or project:

- ○ Restoration of Infrastructure
- ○ Public Facilities such as emergency community shelters
- ○ Re-nourishment of protective coastal dunes systems
- ○ Demolition, rehabilitation of publicly or privately owned commercial or industrial buildings
- ○ Other

If you selected "Other" for the previous question, please specify what Eligible Activity best describes your program or project.

Project Description

Project Description
Write an overview/summary of the project being proposed.
What is the project purpose?

Describe how the work will be completed and the team that will be responsible.

Explain the method(s) used to determine project funding requirements.

Describe the anticipated outcomes.

Describe how the project will be maintained after it is completed.

Submit your response in the text box in 2,500 words or less.

Tieback to Hurricane Michael

Damage Summary

Write an overview/summary of how Hurricane Michael's damage impacted the service area.

How did Hurricane Michael impact the service area?

Describe if and how Hurricane Michael exacerbated any previous service area issues.

Submit your response in the text box in 2,500 words or less.

Describe how the proposed CDBG DR-funded program and/or project will pro-actively invest in resilience to damage from future storms as specified in the Federal Register and Action Plan.

Submit your response in the text box in 2,500 words or less.

Unmet Needs

Describe how the proposed activity will address an Unmet Need tied to the impact of damage from the disaster (Note: All CDBG-DR activities must clearly address an impact of the

disaster. Mitigation or preparedness activities that are not part of rebuilding efforts are generally ineligible as CDBG-DR recovery activities.):

Submit your response in the text box in 2,500 words or less.

Management Capacity

Describe the roles of key staff, contractors and/or vendors in operations management of the proposed CDBG-DR funded program and/or project. List any additional staff to be hired and/or procured and for what roles. (REFERENCE IRMA ROUND 2 SUMMARIES ETC)

Submit your response in the text box in 2,500 words or less.

What is the experience and capacity of key members of the management team?

Submit your response in the text box in 2,500 words or less.

Describe any projects comparable to the one in this application that the applicant has administered in the last five (5) years.

Submit your response in the text box in 2,500 words or less.

Have you participated in the CDBG Small Cities Program in the past 5 years?

- Yes
- No

Are you a CDBG entitlement community?

- Yes
- No

Is the management team fully formed?

- Yes
- No

Please provide a description of the procurement process the Applicant will follow to cultivate program and project management capacity.

Submit your response in the text box in 2,500 words or less.

In what aspects of the project, if any, do you plan to augment existing staff with contractors or vendors? If so, please list.

Submit your response in the text box in 2,500 words or less.

Does the applicant have a citizen complaint policy, acquisition and relocation policy, housing assistance plan and procurement policy in place that meets HUD guidelines? (Select all that apply)

- [ ] Citizen Complaint Policy
- [ ] Acquisition and Relocation Policy
- [ ] Housing Assistance Plan
- [ ] Procurement Policy

Readiness to Proceed

Select "Yes" or "No" for key factors achieved to support that the program or project is ready to proceed. If "Yes" is selected, you will be prompted to provide any supporting documentation with the file upload link for the pertaining question.

Site Control

- ○ Yes
- ○ No

Please provide supporting documentation for Site Control.

Zoning and Community Approval

- ○ Yes
- ○ No

Please provide supporting documentation for Zoning and Community Approval.

Environmental Clearance

- ○ Yes
- ○ No

Please provide supporting documentation for Environmental Clearance.

Have you procured and Contracted Members of Development and Construction Team?

- ○ Yes
- ○ No

Please provide supporting documentation for Procured and Contracted Members of Development and Construction Team.

Commitment of Matching Funds

- ○ Yes
- ○ No

Please provide supporting documentation for Commitment of Matching Funds.

Budget

Upload the completed budget template into the following file link. Use the provided template attached:

Budget Template

Budget Template upload:

Provide any quotes related to the program or project in the link below. It is recommended that a combined PDF format is used for single submission of multiple quotes.

Provide any bids related to the program or project in the link below. It is recommended that a combined PDF format is used for single submission of multiple quotes.

Provide any schedules related to the program or project in the link below. It is recommended that a combined PDF format is used for single submission of multiple quotes.

Provide any estimates related to the program or project in the link below. It is recommended that a combined PDF format is used for single submission of multiple quotes.

Describe how the proposed project shall not duplicate benefits as specified in CDBG-DR Action Plan.

Submit your response in the text box in 2,500 words or less.

Supporting Documents

Please provide three (3) maps with an overlay that clearly shows each of the following criteria:
1. Project Location and/or Service Area
2. Low-and-Moderate-Income Service Area
3. Most Recent Flood Plain Map

Upload 1. Project Location and/or Service Area in the link below.

Upload 2. Low-and-Moderate-Income Service area map in the link below.

Upload 3. Most Recent Flood Plain Map in the link below.

Work Plan

Fill out the attached Work Plan Template for the project and upload in the following link:

Work Plan Template

Organization Chart

Use the following template to complete and upload the Organizational Chart for the proposed program or project, and upload to the file box:

Organization Chart

Pictures

Upload either a Word document or PowerPoint document with up to ten (10) photos of the service area or any other relevant photos for the scoring team to review regarding the program or project.

Public Notice

Submit the project's public meeting notice, meeting minutes, meeting agenda, and any received public comments.

Signature
As authorized Executive Officer, I certify that staff, contractors, vendors and community
partners of our storm recovery initiative:

A. Will comply with all HUD and Florida requirements in the administration of the proposed CDBG‐DR funded activities;

B. Will work in a cooperative manner to execute the Subrecipient Agreement that provides the pathway for successful CDBG‐DR program(s) and/or project(s) and;

C. Certify that all information submitted in this Application is true and accurate.

× SIGN HERE

Application Scoring Criteria

- DEO will apply a two-phased process to review applications:
  - HUD CDBG-DR Threshold Compliance Criteria.
  - If a proposal is determined to satisfy Threshold Compliance Criteria, DEO will apply scoring based on the following Scoring Criteria for a maximum of 125 points:

	Scoring Criteria	Max. Score Points
1.	**Overall LMI Benefit**	**30**
2.	**Stormwater Infrastructure**	**20**
3.	**Project Impact**	**20**
4.	**Homeless Shelter and Facilities Serving as Shelters During Disasters:**	**15**
5.	**Management Capacity**	**10**
6.	**Special Designation**	**10**
7.	**Leverage of Funds**	**10**
8,	**Project Readiness**	**10**
	Total Capacity Score:	**125**

APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 6, 2020

SUBJECT: Area of Critical State Concern Presentation by Julie Dennis:
ACSC Work Plan

AGENDA INFORMATION:

Agenda Location: Unfinished Business, Item B
Presenter: Julie Dennis, Ovid Solutions

BRIEF SUMMARY:
The Area of Critical State Concern Work Plan was finished over the summer.
Julie Dennis presents the final report and discusses how it may help Legislative or grant requests.

FUNDING SOURCE: n/a

ATTACHMENTS:

STAFF'S COMMENTS AND RECOMMENDATIONS:

APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 6, 2020

SUBJECT: Apalachicola Community Redevelopment Agency / Co-Chair

AGENDA INFORMATION:

Agenda Location: Unfinished Business, Item C
Presenters: Commissioner Ash, Jeff Lockley

BRIEF SUMMARY:
Jeff Lockley, a member of the CRA committee, was originally suggested as CRA co-chair but declined. Mr. Lockley has reconsidered and would like to take that position. The decision is up to the City Commission.

FUNDING SOURCE: n/a

ATTACHMENTS:

STAFF'S COMMENTS AND RECOMMENDATIONS:

n/a

APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 6, 2020

SUB.JECT: Philaco Club potential lease of library building on Gorrie Square

AGENDA INFORMATION:

Agenda Location: Old business
Department: Governing body
Presenter: Commissioner George

BRIEF SUMMARY

The city attorney reported at the September 9, 2020 commission meeting that her research showed that Resolution 2015-16 regarding the restoration and preservation of Gorrie Square does not present an impediment for the city to enter into a 5-year lease for use of the library building on Gorrie Square.

The Philaco Club, in negotiating to enter into a lease agreement with the city, has asked that the city decide whether or not a 5-year lease could be offered. With that commitment, the Club would proceed to assess the condition of the building with a complete building inspection and then decide whether or not it wants to move forward to negotiate a lease agreement.

This request has been pending since March of this year, and the Club's quest to lease the building dates back to early 2018, when the city commission had voted unanimously to approve a lease agreement. Since that time, the effort has been stymied, for reasons discussed at various previous commission meetings.

At the September 9, 2020 commission meeting, the commission's previous commitment to consider the Philaco Club's request again became derailed with unrelated questions about whether or not the Club should be the sole lessee and if the lease would meet the requirements of the Florida constitution regarding municipal leases.

FUNDING SOURCE: n/a

ATTACHMENTS: Resolution 2015-16, Attorney Banks memorandum dated September 9, 2020 Oct. 2 Banks memorandum.

STAFF'S COMMENTS AND RECOMMENDATIONS:

CITY OF APALACHICOLA
RESOLUTION NO. 2015-16

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF APALACHICOLA, FLORIDA REGARDING THE RESTORATION AND PRESERVATION OF GORRIE SQUARE

WHEREAS, the original plat for the City of Apalachicola adopted in 1830 established a large central square and five smaller squares; and

WHEREAS, the City was the subject of a landmark 1975 study by Apalachicola native and architect Willoughby Marshall titled Apalachicola: Economic Development Through Historic Preservation that advocated historic preservation and planning based on use of the City's historic and natural assets, and which resulted in the City achieving designation on the National Register of Historic Places in 1980 of its Historic District, and, WHEREAS the City adopted many elements of the Marshall study in its Land Development Code (LDC) and in its Comprehensive Plan and amended the LDC in 2013 to include a Future Land Use Element which states as its Goals and Objectives:

- Restore its historic public squares
- Develop specific development standards for the City's historic squares
- Deny permitting for new buildings to be built on City-owned Historic City Squares
- Prioritize historic city square preservation, design and planning in seeking grants; and

WHEREAS, City Ordinance 2013-1 approved November 3, 2013 included portions of the 2008 Riverway Report prepared by the Fanning Institute of the University of Georgia that recommended restoring the squares "creating a true square" modeled on those designed by James D. Oglethorpe in Savannah, Georgia, maximizing open space, and returning Gorrie Square to its original size, configuration and purpose as passive recreation for the enjoyment of citizens and which emphasizes Apalachicola as a heritage tourism destination; and

WHEREAS, the City is presented with a timely opportunity to implement these goals given the imminent relocation of the City Library.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF APALACHICOLA, FLORIDA THAT:

1. Preserve the option to obtain funding whether from public or private sources or both, and upon approval by the City Commission, undertake the preservation and restoration of Gorrie Square so that the public benefits enumerated in this Resolution may be achieved and the restoration of Gorrie Square may become a model for the restoration of other City Squares as planning and funding permit.

2. Make no commitment to any person, group or entity with respect to any long-term lease, rental, or improvements to or of the to-be-vacated library building pending further planning and consideration of the restoration of Gorrie Square.

ADOPTED BY THE CITY COMMISION OF THE CITY OF APALACHICOLA THIS 8th DAY OF December, 2015.

FOR THE CITY COMMISSION OF THE CITY OF APALACHICOLA

VAN W. JOHNSON, SR., MAYOR

ATTEST:

Lee H Mathes

LEE H. MATHES, CITY CLERK

MEMORANDUM

TO: CITY COMMISSION, MAYOR, CITY MANAGER

FROM: ATTORNEY BANKS

SUBJECT: RENTAL OF CITY PROPERTY

DATE: SEPTEMBER 9, 2020

INQUIRY:

1. May the City lease city property?

   A municipality may either gratuitously or for compensation permit municipal buildings to be used incidentally for lawful private purposes that will not interfere with public use, such as the use of a city hall or other municipal building for lectures, entertainment events, theatrical performances, recreation, etc.,... so long as the use of municipal property constitutes a public purpose.

   The City must make a formal determination that a proposed use qualifies as serving a valid public purpose, i.e., benefit to the public.

2. May the City lease city property to a private individual or nonprofit entity, specifically the Margaret Key Library to the Philaco Woman's Club of Apalachicola?

   The lease of municipal property for nominal consideration to a nonprofit entity is constitutional only if the *primary* objective is the furtherance of a public purpose and the lease is otherwise in compliance with principles set forth in judicial decisions construing applicable constitutional provisions (see "3" below).

   In doing so, the City must formally determine that the lease is "in the best interests of the city."

3. Requirements established in judicial decisions construing Florida State Constitution, i.e., necessary provisions involving the creation and terms of the lease?

   The city must retain an absolute right to cancel the lease and to approve on a continuing basis the programs carried on by the leasee. Some control must be retained by the public authority to avoid frustration of the public purpose.

MEMORANDUM

TO: CITY COMMISSION, MAYOR, CITY MANAGER

FROM: ATTORNEY BANKS

SUBJECT: RENTAL OF CITY PROPERTY

DATE: OCTOBER 2, 2020

INQUIRY:

1. May the City lease city property?

   A municipality may either gratuitously or for compensation permit municipal buildings to be used incidentally for lawful private purposes that will not interfere with public use, such as the use of a city hall or other municipal building for lectures, entertainment events, theatrical performances, recreation, etc.,… so long as the use of municipal property constitutes a public purpose.

   The City must make a formal determination that a proposed use qualifies as serving a valid public or municipal purpose, i.e., benefit to the public.

2. May the City lease city property to a private individual or nonprofit entity, specifically the Margaret Key Library to the Philaco Woman's Club of Apalachicola?

   The lease of municipal property for nominal consideration to a nonprofit entity is constitutional only if the *primary* objective is the furtherance of a public purpose and the lease is otherwise in compliance with principles set forth in judicial decisions construing applicable constitutional provisions (see "3" below).

   In doing so, the City must formally determine that the lease is "in the best interests of the city."

   To assist the commission in evaluating the requirement of "the primary objective as the furtherance of a public purpose," please consider the following examples that are referenced in prior Florida Attorney General Advisory Legal Opinions.

AGO 79-56: MUNICIPALITIES – LEASE OF MUNICIPAL PROPERTY TO NONPROFIT CORPORATION – WHEN VALID:

City of Coral Gables sought clarification of validity of its proposed lease to The Professional Artists' Guild, Inc., a non profit corporation, for nominal consideration. Apparently, the guild represents a coalition of various visual artists' organizations within the Coral Gables area. The guild proposed to use the municipal property to, among other things, provide a central location where the visual artists' organizations may hold meetings as well as to provide a place where the artists may exhibit their work to the public. Other proposed uses of the property included the offering of various lectures, workshops, and classes which would be available to the public. In this case, the City of Coral Gables possessed authority to use or lease municipal property to aid in the advancement or promotion of the arts for the benefit of the general public as distinguished from private institutions or their members.

AGO 77-27: MUNICIPALITIES – LEASE OF PUBLIC PROPERTY TO NONPROFIT, QUASI-PUBLIC CORPORATION TO CARRY OUT PUBLIC PURPOSE:

City of Delray Beach sought clarification of its statutory authority to lease public property to the Delray Beach Sickle Cell Fund (the "Fund"), a nonprofit quasi-public corporation. The proposed use was primarily for counseling, educational, and testing programs related to sickle cell disease, and such services furnished to the public by the Fund would be available at no charge to all citizens of Delray Beach and the surrounding communities. The Fund was deemed a "quasi-public organization" as it was nonprofit, voluntary, open to the public, and dedicated to a valid public interest. As such, the proposed use fulfilled the absolute requirement of furtherance of public interest as its primary objective.

3. Requirements established in judicial decisions construing Florida State Constitution, i.e., necessary provisions involving the creation and terms of the lease?

The city must retain an absolute right to cancel the lease and to approve on a continuing basis the programs carried on by the leasee. Some control must be retained by the public authority to avoid frustration of the public purpose.

4. Recommendation of legal counsel:

Counsel recommends that the City entertain entering into an agreement with the Philaco Woman's Club of Apalachicola whereby the City agrees to reserve and make the Margaret Key Library available to the Club for its regular and/or special meetings; however, it is recommended that the City retain complete control over the property and likewise make it available for advance reservation and use by the general public, with or without charge, for such social activities and other meetings and events as deemed appropriate by the City.

APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 6, 2020

SUBJECT: Revisions to Tree Ordinance

AGENDA INFORMATION:

Agenda Location: New Business, Item A
Presenter: Manager Wade

BRIEF SUMMARY:
The Florida Legislature passed a law that limits the ability of local governments to regulate tree removal. The attached document suggests necessary changes to the City Ordinance and other changes to make our Tree Ordinance clearer and fairer to citizens.

FUNDING SOURCE: n/a

ATTACHMENTS: Summary of proposed changes.

STAFF'S COMMENTS AND RECOMMENDATIONS:

Support

Sections in Orange are proposed additions that come from Florida Statute 163.045: Tree pruning, trimming, or removal on residential property.
Underline text are additional proposed changes to City Tree Ordinance.
~~Strikethrough~~ are passages deleted from City Tree Ordinance.

(1) No notice, application, approval, permit, fee, or mitigation is required for the pruning or trimming of a tree on residential or commercial property.

(2) No notice, application, approval, permit, fee, or mitigation is required for the removal of a tree on residential or commercial property if the property owner obtains documentation from an arborist certified by the International Society of Arboriculture or a Florida licensed landscape architect that the tree presents a danger to persons or property; or if the City Manager or his or her designee decides that the tree presents a danger to persons or property.

(3) A property owner is not required to replant a tree that was pruned, trimmed, or removed.

(a) Any person who violates any provision of this article concerning Protected trees may be fined up to $500 ~~$5,000.00~~ per violation. Any person or business may appeal a fine to the City Commission, which will have final authority in the case. ~~and a replacement plan may be~~

~~required in a ratio as determined by the planning and zoning board and as described above. The violation for removing a patriarch tree, as defined in this article, shall be a fine of up to $25,000.00 and a requirement to replace 20 trees at a size and species to be determined by the planning and zoning board.~~

(b) Any commercial tree care contractor or general contractor must be licensed by the city in order to conduct business within the city. ~~Two~~ Three or more violations of any provision of this article by any commercial tree care contractor or general contractor may result in revocation of such person's license to do business within the city. The Apalachicola City Commission will have final authority to rule on any revocation.

PROTECTED TREES

The Protected Trees in ~~predominately foresting~~ the City of Apalachicola are:

Bald and Pond Cypress (Taxodium Distichum and Taxodium Ascendens)

~~Eastern and Southern Red Cedar (Juniperus Virginiana and Juniperus Solicicola)~~

Live Oak (Ouercus Virginiana)

~~Longleaf Pine (Pinus Palustris)~~

~~Pecan (Carya Illonensis)~~

~~Sabal (Cabbage) Palm (Sabal Palmetto)~~

~~Slash Pine (Pinus Elliottii)~~

Southern Magnolia (Magnolia Grandiflora)

Sycamore (Platanus Occidentalis)

~~Water Oak (Ouercus Nigra)~~

Individual trees of these species having diameters of twelve (12) ~~four (4)~~ or more inches at breast height are protected (hereinafter referred to as "protected trees"). Other native trees and all nonnative trees are not protected.

B. PRESERVATION OF PROTECTED TREES No protected tree on privately ~~or City~~ owned property shall be removed ~~or substantially altered~~ by a private landowner ~~or a department of the City~~ unless:

1. The property owner obtains documentation from an arborist certified by the International Society of Arboriculture or a Florida licensed landscape architect that the tree presents a danger to persons or property, or:
2. Non-Emergency or Non-Imminent Hazard Situation: a. On private property, the Planning and Zoning Board or the City Manager or his or her designee approves the issuance of a tree permit to a private landowner to remove ~~or substantially alter~~ a tree. ~~on a lot because not doing so would make the lot undevelopable for any principal structure (section D.1.c). b. On private property, the City Manager documents in writing his or her reasons for allowing removal or substantial alteration (sections D.1.c and D.2.c)~~

(e) City property. Before any Protected tree located on city property can be removed, ~~relocated or substantially altered~~, a permit application must be submitted to the Code Enforcement Officer or City Manager. ~~planning and zoning board. In all cases concerning city property, the planning and zoning board shall make its recommendations to t~~ The city commission~~, who~~ will make the final decision as to approval or denial.

APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 6, 2020

SUBJECT: Sewer System Damage / Potential Fines

AGENDA INFORMATION:

Agenda Location: New Business, Item B
Presenter: Mayor Begos

BRIEF SUMMARY:
In recent weeks Water & Sewer staff identified a number of properties where Vacuum System "Candy Canes" or drain plugs had been damaged or removed, in some cases apparently intentionally. Those openings send tremendous amounts of water into the system and contribute to shut-downs and public health problems.

This Proclamation gives verbal warnings for the first incident; then increasing fines for repeated intentional damage.

FUNDING SOURCE: n/a

ATTACHMENTS: Summary of proposed changes.

STAFF'S COMMENTS AND RECOMMENDATIONS:

Support, with request for the Commission to discuss appropriate fines.

CITY OF APALACHICOLA
STORMWATER SYSTEM DAMAGE PROCLAMATION

WHEREAS, the City of Apalachicola Sewer system may shut down entirely when massive amounts to stormwater enter it, creating serious public health problems and economic losses; and

WHEREAS, some citizens or businesses accidentally or intentionally open sewer drains or remove so-called "Candy Cane" air intake protectors in order to drain flooded yards or alleys; and

WHEREAS, individuals or businesses are responsible for maintaining such devices on private property; and removing or damaging sewer drains or protective devices from either public or private property allows huge amounts of water into the sewer system; and

WHEREAS, individuals or businesses who intentionally remove or damage sewer drains or protective devices create serious public health problems and financial losses for the City and its residents,

NOW THERE, BE IT RESOLVED by the City of Apalachicola, Florida that individuals or businesses who intentionally remove or damage stormwater drains or protective devices are subject to the following fines and penalties:

a. First Offense or accident: Verbal or Written Warning from Water & Sewer staff, Police Officers, or Code Enforcement Officers;

b. Second Offense: $250 fine

c. Third Offense: $500 fine and/or Misdemeanor Charge of Destroying City Property

DONE this 6th day of October, 2020.

FOR THE CITY OF APALACHICOLA

BY: _____
Kevin Begos, Mayor

ATTEST:

_____
Deborah Guillotte, City Clerk

APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 6, 2020

SUBJECT: Contract Award, Lafayette Park Pier Bids

AGENDA INFORMATION:

Agenda Location: New Business, Item C
Presenter: Manager Wade

BRIEF SUMMARY:

Notice to receive sealed bids was advertised in the Apalachicola Times.
Three bids were received for Lafayette Park Pier repairs, all from Panama City firms.
With 10% contingency, the bids were:
Inland Construction & Engineering: $344,644.66
H.G. Harders & Sons: $362,083.70
R.J. Gorman Marine: $449,184.94

FUNDING SOURCE: FEMA, insurance proceeds for match.

ATTACHMENTS: Copy of bid tab and contractor summaries.

STAFF'S COMMENTS AND RECOMMENDATIONS:

Pending recommendation from City Attorney

H. 6. Hargers + Sons, Inc.

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item and (2) estimated quantities are not guaranteed and are solely for the purpose of comparison of Bids and final payment for all unit price Bid items will be based on actual quantities determined as provided in the Contract Documents.

*Note regarding Line Item 10(Contingency Allowance): Contingency allowance may be used to cover additional scope of work (or changes) due to unforeseen field conditions or conflicts encountered during construction. Payments shall be made on actual invoices to Contractor and any scope of work to be allowed under Contingency Allowance shall be submitted and approved through the Change Order process. Any unused balance for contingency allowance will be removed from project contract amount at substantial completion.

ARTICLE 6 – TIME OF COMPLETION

6.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.

6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

7.01 The following documents are submitted with and made a condition of this Bid:

A. Required Bid security; ✓

B. List of Proposed Subcontractors; ✓

C. List of Proposed Suppliers; ✓

D. Evidence of authority to do business in the state of the Project; or a written covenant to obtain such license within the time for acceptance of Bids; ✓

E. Contractor's License No.: C6C1509826

F. Public Entity Crimes ✓

G. Anti-Collusion ✓

H. Conflict of Interest ✓

I. Drug-Free Workplace ✓

ARTICLE 8 – DEFINED TERMS

8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

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11:21:18 AM 10/1/2020

Licensee Details

Licensee Information

Name:	**CRITTENDEN, WILLIAM HAROLD (Primary Name)** **H G HARDERS AND SON INC (DBA Name)**
Main Address:	**2004 W 29TH ST** **PANAMA CITY Florida 32405-2812**
County:	**BAY**
License Mailing:	
LicenseLocation:	

License Information

License Type:	**Certified General Contractor**
Rank:	**Cert General**
License Number:	**CGC1509826**
Status:	**Current,Active**
Licensure Date:	**09/29/2005**
Expires:	**08/31/2022**

Special Qualifications	Qualification Effective
Construction Business	**09/29/2005**

Alternate Names

View Related License Information

View License Complaint

2601 Blair Stone Road, Tallahassee FL 32399 :: Email: Customer Contact Center :: Customer Contact Center: 850.487.1395

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INLAND CONSTRUCTION & ENGINEERING, INC.

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item and (2) estimated quantities are not guaranteed and are solely for the purpose of comparison of Bids and final payment for all unit price Bid items will be based on actual quantities determined as provided in the Contract Documents.

*Note regarding Line Item 10(Contingency Allowance): Contingency allowance may be used to cover additional scope of work (or changes) due to unforeseen field conditions or conflicts encountered during construction. Payments shall be made on actual invoices to Contractor and any scope of work to be allowed under Contingency Allowance shall be submitted and approved through the Change Order process. Any unused balance for contingency allowance will be removed from project contract amount at substantial completion.

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A. Required Bid security; ✓

B. List of Proposed Subcontractors; ✓

C. List of Proposed Suppliers; ✓

D. Evidence of authority to do business in the state of the Project; or a written covenant to obtain such license within the time for acceptance of Bids; ✓

E. Contractor's License No.: CGC062855 DELINQUENT

F. Public Entity Crimes ✓

G. Anti-Collusion ✓

H. Conflict of Interest ✓

I. Drug-Free Workplace ✓

ARTICLE 8 – DEFINED TERMS

8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

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11:27:29 AM 10/1/2020

Licensee Details

Licensee Information

Name:	**HOBBS, GEORGE MICHEAL JR (Primary Name)**
	INLAND CONSTRUCTION AND ENGINEERING, INC. (DBA Name)
Main Address:	**309 EAST 11TH STREET** **PANAMA CITY Florida 32401**
County:	**BAY**
License Mailing:	
LicenseLocation:	

License Information

License Type:	**Certified General Contractor**
Rank:	**Cert General**
License Number:	**CGC062855**
Status:	**Delinquent,Active**
Licensure Date:	**11/14/2001**
Expires:	**08/31/2020**

Special Qualifications	**Qualification Effective**
Construction Business	**02/20/2004**

Alternate Names

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LAFAYETTE PARK PIER
CITY OF APALACHICOLA
PROJECT # 50128948

Dewberry

				Inland Construction & Engieering		H.G. Harders & Son, Inc		R. J. Gorman Marine Construction		
ITEM	**DESCRIPTION**	**QTY.**	**UNIT**	**BID UNIT PRICE**	**BID PRICE**	**BID UNIT PRICE**	**BID PRICE**	**BID UNIT PRICE**	***BID PRICE**	****BID PRICE SUBMITTED ON BID FORM**
	GENERAL									
1	MOBILIZATION (10% OF BID MAX)	1	LS	$31,313.33	$31,313.33	$27,800.00	$27,800.00	$4,048.00	$4,048.00	$4,048.00
2	BONDS AND INSURANCE (2% OF BID MAX)	1	LS	$6,250.00	$6,250.00	$5,994.00	$5,994.00	$8,006.86	$8,006.86	$8,006.86
	GENERAL SUB-TOTAL				**$37,563.33**		**$33,794.00**		$12,054.86	
	CONSTRUCTION									
3	PIER COMPOSITE GRATING (4' X 3' X 0.12')	1,260	SF	$44.00	$55,440.00	$16.50	$20,790.00	$100.26	$126,327.60	$126,322.70
4	WOODEN PIER	5,040	SF	$41.00	$206,640.00	$52.00	$262,080.00	$48.18	$242,827.20	$242,867.35
5	REALIGN EXISTING WOODEN SUPERSTRUCTION	40	LF	$200.00	$8,000.00	$245.00	$9,800.00	$429.82	$17,192.80	$17,192.95
6	STANDING SEAM METAL ROOF	126	SF	$30.00	$3,780.00	$11.50	$1,449.00	$63.25	$7,969.50	$7,970.05
7	SOOD FACIA	14	LF	$15.00	$210.00	$21.00	$294.00	$31.12	$435.68	$435.70
~~8~~	~~REMOVE AND REPLACE LIGHTING GLASS GLOBES~~				$0.00		$0.00		$0.00	
9	BRICK WALKWAY	80	SF	$21.00	$1,680.00	$12.00	$960.00	$18.83	$1,506.40	$1,506.34
	CONSTRUCTION SUB-TOTAL				**$275,750.00**		**$295,373.00**		**$396,259.18**	
	TOTAL BASE BID PRICE				**$313,313.33**		**$329,167.00**		**$408,314.04**	**$408,349.95**
10	CONTINGENCY ALLOWANCE (10% OF TOTAL BASE BID PRICE)	1	LS		$31,331.33		$32,916.70		$40,831.40	$40,834.99
	TOTAL BASE BID W/CONTINGENCY				**$344,644.66**		**$362,083.70**		**$449,145.44**	$449,184.94