

**SPECIAL MEETING
CITY COMMISSION
CITY OF APALACHICOLA, FLORIDA
TUESDAY, SEPTEMBER 29, 2020 - 6:00 PM
APALACHICOLA COMMUNITY CENTER
#1 BAY AVENUE
APALACHICOLA, FLORIDA**

AGENDA

You are welcome to speak or comment on any matter under consideration by the Apalachicola Board of City Commissioners 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 three minute time limit for public comment.

- I. Call to Order
- II. Public Hearing
 - A. FY 2020-2021 Budget
- III. Special Meeting
 - 1. Resolution No. 2020-13 – Adopt Fiscal Year 2020-21 Final Millage Rate
 - 2. Ordinance No. 2020-05 – Adopt Fiscal Year 2020-21 Final Annual Budget
- IV. Adjournment

CITY OF APALACHICOLA
ORDINANCE NO. 2020-05

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

Be it enacted by the people of the City of Apalachicola, Florida:

Section 1. The following department expense amounts are hereby appropriated in the General Fund for the operation and activities of the City of Apalachicola for the fiscal year beginning October 1, 2020 and ending September 30, 2021:

Administration	\$391,392
Facilities	217,370
Fire	140,247
Governing Board	351,009
Library	64,145
Parks & Recreation	536,076
Project Impact	511,320
Public Works	1,260,549
Zoning/Code Enforcement	117,109
Total Expenditures	\$4,225, 840

Section 2. It is estimated that the following revenues will be available to the General Fund for the fiscal year beginning October 1, 2020 and ending September 30, 2021:

Ad Valorem Taxes	\$1,459,176
½ Cent Sales Tax	136,000
Mobile Home License Tax	100
Alcoholic Beverage Tax	5,000
Utility Franchise	155,000
Local Communications Tax	51,000
Utility Tax	225,000
Business License Fee	30,000
Golf Cart Permits	10,000
Special Exception/Variance Fee	5,000
State Revenue Sharing	90,250
Fines & Forfeitures	2,000
Cemetery Lots & Openings	15,000
Facility/Property Rent	25,000
Building Permit Fees	40,000
Tree Application Fees	3,000
Tree Reforestation Fees	2,000
Project Impact Administration Fee	12,783
DOT-Traffic Light Reimburse	4,900
Sanitation Fees	550,000
Sanitation Administration Fee	26,500
Community Garden	2,000
Farmers Market	3,000
Firing Range	7,000
Miscellaneous Revenue	3,000
Grant – USDA RBD (Water St & Avenue G)	319,286
Grant – FEMA Project 76103 (Lafayette, Bodford)	471,615
Grant – Project Impact	511,320
Local Option Gas Tax – Restricted	62,000
Municipal Service (MSBU) – Restricted	40,000
Oyster License Program	0
HCA Museum	20,000
Library Programs	4,000
Special Programs	9,910
Total Revenues	\$4,300,840

Section 3. The total revenues and expenditures for the General Fund result in the following surplus which will be used to establish a reserve fund for unforeseen expenses which are not included in this budget.

General Fund Reserve \$75,000

Section 4. The following department expense amounts are hereby appropriated in the Enterprise Fund for the operation and activities of the City of Apalachicola for the fiscal year beginning October 1, 2020 and ending September 30, 2021:

Water Department	\$ 881,983
Sewer Department	1,985,346
Scipio Creek	106,400
Battery Park	69,000
Total Expenditures	\$3,042,729

Section 5. It is estimated the following revenues will be available to the Enterprise Fund for the fiscal year beginning October 1, 2020, and ending September 30, 2021:

Water Revenue	\$947,590
Sewer Revenue	1,491,380
Grant Sewer (CDBG Manhole Cover)	582,829
Scipio Creek Marina Revenue	59,000
Grant - Scipio Creek (FEMA 76103)	47,400
Battery Park Revenue	69,000
Total Revenues	\$3,197,199

Section 6. The total revenues and expenditures for the Enterprise Fund result in the following surplus which will be used to establish a reserve fund for unforeseen expenses which are not included in this budget.

Water Department Reserve	\$65,607
Sewer Department Reserve	\$88,863
Enterprise Fund Reserve	\$154,470

Section 7. The following expense amounts are hereby appropriated in the Special Revenue Fund for the operation and activities of the City of Apalachicola for the fiscal year beginning October 1, 2020 and ending September 30, 2021:

Community Redevelopment Agency	\$114,011
Revolving Loan Fund	0
Total Expenditures	\$114,011

Section 8. It is estimated the following revenues will be available to the Special Revenue Fund for the fiscal year beginning October 1, 2020, and ending September 30, 2021:

Community Redevelopment Agency	\$114,011
Revolving Loan Fund	0
Total Revenues	\$114,011

Section 9. The City of Apalachicola Fee Schedule for FY 2020-2021, (to be) attached, is hereby incorporated into this annual budget ordinance, and such fees shall become effective on October 1, 2020.

Section 10. This ordinance is published in the September 24, 2020 issue of the *Apalachicola Times*, and a first public hearing by the City Commission for the first reading of this ordinance was held on September 17, 2020 at 6:00 PM and a second public hearing was held on September 29, 2020 at 6:00 PM at the Apalachicola Community Center, 1 Bay Avenue, Apalachicola, Florida.

Section 11. The estimate upon which said budget for the 2020-2021 Fiscal Year is based is on file for inspection by the public at the office of the City Clerk. The millage rate being set at 9.0001 mills which is the roll back rate.

Section 12. This Ordinance shall take effect immediately upon its becoming Ordinance as provided by the City Charter of the City of Apalachicola, Florida.

This Ordinance was read and adopted on September 29, 2020. Motion to adopt Ordinance made by

Commissioner _____, second by Commissioner _____.

Voting Aye:

Voting Nay:

FOR THE CITY COMMISSION OF THE
CITY OF APALACHICOLA

ATTEST:

Kevin Begos, Mayor

Deborah Guillotte, City Clerk

FISCAL YEAR 2020-2021 FEE SCHEDULE
CITY OF APALACHICOLA - CITY HALL - GENERAL

GENERAL FEES	Standard Rate	Discount Rate (for qualifying charitable events/Town Employees)	Security Deposit/ Proof of Ins.
Rental Facilities			
Lafayette (gazebo), Riverfront Park - Per Event	\$500	\$100	\$100
Holy Family Center/Senior Center - Per Day	\$300	\$150	\$100
Community Center - Front Room - Per Day	\$200	\$100	\$100
6th Street Rec. Center - Franklin Sq. - Per Day	\$100	\$50	\$100
History Culture & Arts Center - Per Day - HCA Use Only	\$100		\$100
Public Records Research & Reproduction			
copies 8 1/2 x 11	0.15		
copies 8 1/2 x 11 - two sided	0.20		
city map 8 1/2 x 11	\$1		
NSF - Return Check Fee	\$25		
Labor - Employee	OT/Flat Rate		
Golf Cart Registration - Per FY	Registration Fee		
Golf Cart Use in City Limits	\$50		
City of Apalachicola Cemeteries			
Magnolia Cemetery - Per Lot = 4 spaces	\$1200 or \$300 per spc.		
Snowhill Cemetery - Per Lot = 4 spaces	\$1200 or \$300 per spc.		
Magnolia/Snowhill - Grave Open before 2:00 PM	\$250		
Magnolia/Snowhill - Grave Open after 2:00 PM	\$250		
Riverfront Park			

Riverfront Park - Overnight docking fee - Per Linear Foot	\$1.50	
FISCAL YEAR 2020-2021 FEE SCHEDULE		
CITY OF APALACHICOLA - CITY HALL - GENERAL		
Scipio Creek Marina		
Scipio Creek Marina - Per Linear Foot	\$1.50	
Scipio Creek Marina - Over night Docking Per Night	\$30	
Andris Marina		
Andris - Overnight docking fee - Per Linear Foot	\$1.50	
Andris - Up to 30 Linear Foot	\$75	
Andris - 31 foot to 40 foot	\$85	
Andris - 41 foot to 50 foot	\$95	
Andris - 50 foot and up	\$95 + \$1.50 per ft in addition	
Andris - Non Resident additional dock fee	\$50	
Andris - Electric/Water Usage - Live Aboards	\$200 + Normal boat slip fee	
Andris - Electric/Water Usage - Non Live Aboards	\$20	
Batter Park Marina		
BP - Overnight docking fee - Per Linear Foot	\$1.50	
BP - Overnight RV Camping (Self Contained)	\$30	
BP - Up to 30 Linear Foot	\$75	
BP - 31 foot to 40 foot	\$85	
BP - 41 foot to 50 foot	\$95	
BP - 50 foot and up	\$95 + \$1.50 per ft in addition	
BP - Live Aboards	\$200 + Normal boat slip fee	
Battery Park Marina - Boat Launch Fee - Per Day - OOC	\$10	

FY 2020-2021 Building/Code Enforcement - General

GENERAL FEES

Business License

License Fees Vary Per Category (See Ordinance 2005-11)

Penalties added Oct 1 at 10% , 5% ea. Additional month not to exceed 25%

Code Enforcement

First Violation	\$250
Repeat Violation	\$400

Sign Permits

	\$1.00 per sq. ft
Sign Permit Application Fee	\$44.00

Residential Building – One and Two Family

New Structure	\$4.00 per thousand total valuation \$40.00 minimum
Remodel/Additions (Includes Pools)	\$6.00 per thousand total valuation \$40.00 minimum
Plan Review	\$.40 per thousand total valuation \$50.00 minimum

Residential Fee Exception: Ground Decks up to 200 square feet - \$25.00

Accessory Structure (Includes Storage Building, Marine Seawalls and Docks)	\$6.00 per thousand total valuation \$40.00 minimum
Roof/Re-Roof	\$50.00 Residential
House Moving Fee	\$100.00 Residential
Occupancy/Change of Use	\$50.00 Residential
Other Not Listed	\$40.00 minimum

FY 2020-2021 Building/Code Enforcement - General

Commercial Building & Three or More Residential Units

Value of construction for commercial building and three or more residential units shall be calculate on the total cost of construction divided by the number of units. All units required to pay permit

fees based upon each individual unit.

New Structure	\$6.00 per thousand valuation \$50.00 minimum
Additions/Remodel (Includes Pools)	\$7.00 per thousand valuation \$50.00 minimum
Accessory Structures (Includes Storage Building, Marine Seawalls and Docks)	\$7.00 per thousand valuation \$50.00 minimum
Roof/Re-Roof	\$7.00 per thousand valuation \$50.00 minimum
Commercial Plan Review	One Half (1/2) Base Permit Fee
Occupancy/Change of Use	\$50.00
Moving of Structure	\$6.00 per thousand valuation \$125.00 minimum
Other Not Listed	\$50.00 minimum

Residential and Commercial - Misc. and Sub Permits (New Structure, Additions, and Altercations)

Plumbing	\$.70 per thousand valuation \$50.00 minimum
HVAC	
Electrical	\$.70 per thousand valuation \$50.00 minimum
	\$.70 per thousand total valuation \$50.00 minimum

Residential Fee Exception:

Pool Electrical	\$50.00
Single Service Change	\$50.00
Burglar Alarm Install	\$50.00
Single Temp Pole	\$50.00
Gas	
Commercial up to 10 Outlets	\$50.00
Commercial over 10 Outlets	\$50.00 plus \$10 per outlet over 10
Residential	\$50.00

FY 2020-2021 Building/Code Enforcement - General

Residential Fee Exception Cont'd

Mobile Home Set-Up Fee	\$100.00 Singlewide \$150.00 Doublewide
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Fee includes set-up only, does not include decks or accessory structures. May not include any attachable additions. Electricla and Split mechanical systems - \$50.00 each. No additional permit required for plumbing or mechanical package units.

Demolition Fee:

No Utilities	\$50.00 for first 1,000 square feet of all floor areas. \$15.00 per 1,000 square feet of floor areas thereafter
With Utilities	\$70.00 for the first 200 square feet of all floor areas and \$100.00 1,000 per square feet of floor areas thereafter

Re-Inspection Fee	\$50.00
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(If a re-inspection occurs multiple time for the same violation – see Florida Building Code for fee)

Failure to Call for Inspection	\$50.00
Failure to Receive Building Permit Prior to Construction	\$250.00 plus double permit fee for all work started prior to permit issuance
Special Inspection and All Other Inspections where no Permit Fee Is Generated	\$75.00 per hour – minimum 1 hour
After Hours Emergency Call Out	\$75.00 first hour \$50.00 per hour thereafter

The permit and fee accessed for this service will be the responsibility of the contractor and owner. Payment will be made upon arrival of the inspector or to the Building Department immediately followng the inspector or to the Building Department immediately following service.

Miscellaneous Fees

Site Prep, Driveway, Sidewalk Landcape not to exceed 5 cubic yards of fill	\$50.00
Site Prep, Driveway, Sidewalk, and Landscaping that includes 5 cubic yards of fill or more	\$100.00

(Also requires site plan review, concurrency review and associated fees)

FY 2020-2021 Building/Code Enforcement - General

Quasi-Judicial Variance Requests	\$1,600.00
Quasi-Judicial Special Exception Requests	\$1,600.00
Re-Zoning Requests	\$2,000.00
Land Use Change Requests	\$2,000.00
Combination Re-Zoning/ Land Use Requests	\$3,500.00
Concurrency Review	\$100.00
(Required for commercial development only for water/sewer availability)	
Zoning Compliance Fee	\$35.00
Floodplain Management Fee	\$50.00
Commercial Stormwater Review	\$300.00
Stormwater Utility	
Single Family Detached Residence	\$1.00 per mo.
Other Residential Multi-Family	\$1.00 per mo. Each dwelling unit
Institutional	
Gov't & Non-For-Profit Facilities	\$2.00 per mo. (larger than 1,000 sq ft)
Commercial	\$2.00 per mo. Ea. water/sewer connec.
Stormwater Permit Impact Fees	
A one-time stormwater impact fee will be levied on each City building permit which is equivalent to five years of standard utility billing rates.	
Residential - Single Family	\$1.00 per mo. X 60 months or \$60.00
Commercial - One-half (0.5) acre	\$6.00 per mo. X 60 months or \$360.00
Sidewalk Café Use - Restaurants	\$150.00
Sidewalk Café Use - Retail	\$100.00
Mobile Food Truck Application Fee	\$50 per application
Site Plan Review – Includes Site Plan Review and Two Reviews	
Residential	\$100.00 Base Rate
Commercial New Construction	\$500.00
Less than 5,000 square ft and less than 1 acre	
Commercial New Construction	\$1,000.00
5,000 square ft - 100,000 square ft and less than 1 acre	
Commercial New Construction	\$2,000.00

5,000 square ft - 100,000
square ft and 2 to 10 acres
Commercial review subsequent \$300.00 per review
to first 2 plan reviews

FY 2020-2021 Building/Code Enforcement - General

Multifamily Development

3 to 10 Units	\$1,000.00
11 to 24 Units	\$1,500.00
25 to 150 Units	\$2,000.00
Over 150 Units	\$3,000.00
Subdivisions	
Less than 50 Lots	\$1,750.00
51 to 100 Lots	\$3,000.00
Over 100 Lots	\$5,000.00

Commercial/Industrial: (Application Fee and (2) Reviews):

Commercial/Industrial Warehouses (less than 5,000 sq. ft., less than 2 acres, and categorized as Level 1) Without advertising \$175.00

Site Plan Review, less than 5,000 sq. ft. and less than 2 acres \$500.00

Site Plan Review, 5,000 sq. ft. - 100,000 sq. ft. and less than 2 acres \$1,000.00

Site Plan Review, 5,000 sq. ft. - 100,000 sq. ft. and 2 to 10 acres \$2,000.00

Amendments to local development orders - Same as stated for Commercial/Industrial Site Plan Review Above

Development of Regional Impact - (DRI's)

New DRI's \$5,000.00

PUD's: Application Fee and (2) Reviews:

Site Plan Review, less than 5,000 sq. ft. and less than 2 acres \$500.00

Site Plan Review, 5,000 sq. ft.- 100,000 sq. ft. and less than 2 acres \$1,000.00

Site Plan Review, 5,000 sq. ft.- 100,000 sq. ft. and 2 to 10 acres	\$2,000.00
Site Plan Review, more than 100,000 sq. ft., or more than 10 acres	Negotiated

COA UTILITY BILLING

Effective:
FY 2020-2021

Water & Sewer Connections	Water Inside Rate	Water Outside Rate	Sewer Inside Rate	Sewer Outside Rate
Residential				
Connection 3/4" or less	\$ 1,350.00	\$ 1,350.00	\$ 1,850.00	\$ 1,850.00
Connection 1"	\$ 2,700.00	\$ 2,700.00	\$ 3,700.00	\$ 3,700.00
Commercial				
Connection 3/4"	\$ 1,890.00	\$ 1,890.00	\$ 2,590.00	\$ 2,590.00
Connection 1"	\$ 3,780.00	\$ 3,780.00	\$ 5,180.00	\$ 5,180.00
Connection 1 1/2"	\$ 5,940.00	\$ 5,940.00	\$ 8,140.00	\$ 8,140.00
Connection 2"	\$ 11,880.00	\$ 11,880.00	\$ 16,280.00	\$ 16,280.00
Connection 3"	\$ 14,985.00	\$ 14,985.00	\$ 20,535.00	\$ 20,535.00
Connection 4"	\$ 25,515.00	\$ 25,515.00	\$ 34,965.00	\$ 34,965.00
Connection 6"	\$ 38,444.00	\$ 38,444.00	\$ 51,840.00	\$ 51,840.00
Connection 8"	\$ 51,030.00	\$ 51,030.00	\$ 69,930.00	\$ 69,930.00
Pit Fees				
Maintenance of Pits to be paid @ time of tap fees			\$ 2,000.00	\$ 2,000.00
Residential Monthly Water / Sewer Rates				
Residential 3/4"	\$ 13.14	\$ 16.43	\$ 21.53	\$ 26.91
Residential 1"	\$ 13.14	\$ 16.43	\$ 21.53	\$ 26.91
Residential 1 1/2"	\$ 13.14	\$ 16.43	\$ 21.53	\$ 26.91
Residential Sewer Usage Fee			\$ 29.00	\$ 29.00
Usage 1000 - 2000 (per 1000 gallons)	\$ 4.65	\$ 5.55	\$ 6.50	\$ 8.85
2001-5000	\$ 4.87	\$ 5.84	\$ 5.92	\$ 7.41
5001-9000	\$ 5.13	\$ 6.13	\$ 6.22	\$ 7.78
9001-12000	\$ 5.40	\$ 6.44	\$ 6.53	\$ 8.16
12001+	\$ 5.65	\$ 6.76	\$ 6.87	\$ 8.57
Stormwater Fee Residential	\$ 1.00			
Commercial Monthly Water / Sewer Rates				
Commercial 3/4"	\$ 28.39	\$ 35.47	\$ 31.56	\$ 39.44
Commercial 1"	\$ 56.69	\$ 70.87	\$ 62.98	\$ 78.73
Commercial 1 1/2"	\$ 89.08	\$ 111.36	\$ 99.10	\$ 123.89
Commercial 2"	\$ 178.17	\$ 222.71	\$ 198.14	\$ 247.67
Commercial 3"	\$ 204.14	\$ 255.17	\$ 249.92	\$ 312.40

Commercial 4"	\$ 382.58	\$ 478.23	\$ 425.54	\$ 531.93
Commercial 6"		\$ 4,365.18	\$ 425.54	\$ 531.93
Commercial 8"				
Commercial Sewer Usage Fee			\$ 95.00	\$ 95.00
Usage 1000 - 2000	\$ 4.65	\$ 5.55	\$ 6.50	\$ 8.85
2001-5000	\$ 4.87	\$ 5.84	\$ 5.92	\$ 7.41
5001-9000	\$ 5.13	\$ 6.13	\$ 6.22	\$ 7.78
9001-12000	\$ 5.40	\$ 6.44	\$ 6.53	\$ 8.16
12001+	\$ 5.65	\$ 6.76	\$ 6.87	\$ 8.57
Stormwater Fee Commercial	\$ 2.00			
Discovery of Unapproved Connection	No fee set at this time			
Other Fees:				
Late Payment	10% after 10th			
Shut Off Fee	25.00 after 20th			
Water Turn On Fee	\$ 25.00			
Transfer Fee	\$ 25.00			
Pull Fee (turned off after 2 mths bill)	\$ 100.00			
Meter - Re-read Fee	\$ 15.00			
Data Log Fee:				
(First Data Log Fee No Charge -				
Repeat Data Log Fee Per Occurrence	\$ 15.00			
After hours turn on	\$ 50.00			
Cut lock off meter	\$ 50.00			

COA UTILITY BILLING				Effective: FY 2019-20
Water & Sewer Connections	Water Inside Rate	Water Outside Rate	Sewer Inside Rate	Sewer Outside Rate

Deposits				
Residential	\$ 150.00			
Commercial Small Users	\$ 200.00			
Commercial Medium Users	\$ 500.00			
Commercial Large Users	\$ 800.00			

Garbage				
Residential / monthly / 1 can	\$ 22.73			
Commercial / monthly / 1 can	\$ 37.23			
2 yd 2x week / monthly	\$ 159.72			

4 yd 2x week / monthly	\$	319.41			
6 yd 2x week / monthly	\$	479.09			
8 yd 2x week / monthly	\$	638.78			

AMKLibrary Fee Schedule FY 2020-2021

Copier

	Standard Fee	Non Profit
B&W -- 8 1/2 x 11	0.15	0.03
B&W -- 8 1/2 x 14	0.15	0.03
B& W -- double sided	0.20	0.06
B&W -- 11 x 17 posters	1.00	0.50
Color -- 8 1/2 x 11	0.40	0.20
Color -- 8 1/2 x 14	0.40	0.20
Color -- double sided	0.50	0.25
Color -- 11 x 17 posters	2.00	1.00
Supplies -- paper	0.03	0.02
Supplies -- poster paper	0.25	0.20
Supplies -- earbuds	1.00	1.00
Supplies -- jump drives	5.00	5.00

Services

Faxes -- Local	\$3 first 10 pages; \$1 every 5 after
Faxes -- Long distance	\$4 first 10 pages; \$1 every 5 after
Faxes -- Incoming	\$3.50 first 10 pages; \$1 every 5 after
Scans	\$2.50 for 10 pages
Lamination	\$2.00 per page

Book for Sale

	Hard cover	Paperback
Island Light	23.00	15.00
Outposts on the Gulf	25.00	
At the Water's Edge	25.00	
Apalachicola Diary	15.00	
Apalachicola Before 1861	25.00	15.00

Dosik Community Room Rental

For profit / non-partner	\$15.00 per day
For profit / partner	40/60 split
Non profit / non-partner	Free
Non profit / partner	Free

Resolution 2020-13

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 TENTATIVE BUDGET HEARING DATE, TIME AND PLACE AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Franklin County Property Appraiser has certified the quantity of taxable property within the City of Apalachicola for Fiscal Year 2020-2021; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within the City of Apalachicola has been certified by the Property Appraiser as \$170,661,924; and

WHEREAS, the City Commission of the City of Apalachicola adopts a tentative millage rate and sets a tentative budget hearing in order to comply with the Truth in Millage (TRIM) Law.

NOW, THEREFORE BE IT RESOLVED BY THE CITY OF APALACHICOLA, the following:

1. The City Commission hereby approves a final millage rate of 9.0001 for ad valorem taxation within the City of Apalachicola, Florida for the 2020-2021 fiscal year.
2. The date for the final budget hearing is hereby set for September 29, 2020, at 6:00 p.m. or as soon thereafter as possible, at the Community Center Meeting Room, 1 Bay Avenue, Apalachicola, Florida.
3. This Resolution shall take effect immediately upon its adoption.

READ, APPROVED AND ADOPTED, this the 29th day of September, 2020.

ATTEST:

Deborah Guillotte, City Clerk

Kevin Begos, Mayor