

MINUTES OF THE REGULAR MEETING OF THE APALACHICOLA CITY COMMISSION HELD TUESDAY, JANUARY 4, 2022, 4:00 PM AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT:	Mayor Brenda Ash	Travis Wade, City Manager
	Commissioner Anita Grove	Deborah Guillotte, City Clerk
	Commissioner Despina George	Joshua Pasquale, Attorney
	Commissioner Adriane Elliott	
ABSENT:	Commissioner Donna Duncan	

CALL TO ORDER

Mayor Brenda Ash called the meeting to order and gave the Invocation, followed by the Pledge of Allegiance.

AGENDA ADOPTION

Commissioner Anita Grove made a motion to adopt the Agenda. Commissioner Despina George seconded and the motion carried 4-0.

PUBLIC COMMENT

Public comments consisted of the following: 1) Battery Park Marina – houseboats grandfather status – houseboats will have 12 months from date of adoption to move from marina; 2) H'COLA – 19th Annual African American History Festival January 18th – 20th, 2022 at Franklin Square; 3) H'COLA Magnolia Cemetery Pavilion - Duke Energy grant received to be able to install power; 3) Dr. Martin Luther King Annual Motorcade/Walk/Singing on January 17, 2022; 4) City's 4pm meeting time; 5) Ken Schroeder – impermeable deck coverage issue; 6) Harrison Jones – power pole and violation issue; 7) Ms. Marie Marshall – Lights at Lafayette Park and accepting donation gift.

Mayor Ash opened the public hearing.

Public Hearing

ORDINANCE 2021-03 – BATTERY PARK MARINA ORDINANCE – SECOND READING AND FINAL ADOPTION

Attorney Josh Pasqualone read Ordinance 2021-03 by title only:

AN ORDINANCE OF THE CITY OF APALACHICOLA, FLORIDA, REPLACING IN WHOLE ORDINANCE NO.(S) 91-9 AND 2003-01; ESTABLISHING RULES, REGULATIONS AND FEES TO BE CHARGED FOR THE USE OF BATTERY PARK MARINA; PROVIDING FOR TEMPORARY PARKING OF CAMPERS AT

BATTERY PARK POINT; PROVIDING FOR TIMELY REPORTING OF FEES COLLECTED; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

No public comments.

Mayor Ash closed public hearing.

Regular Meeting

UNFINISHED BUSINESS
ORDINANCE 2021-03 – BATTERY PARK MARINA ORDINANCE – SECOND READING AND FINAL ADOPTION

Attorney Josh Pasqualone read Ordinance 2021-03 by title only:

AN ORDINANCE OF THE CITY OF APALACHICOLA, FLORIDA, REPLACING IN WHOLE ORDINANCE NO.(S) 91-9 AND 2003-01; ESTABLISHING RULES, REGULATIONS AND FEES TO BE CHARGED FOR THE USE OF BATTERY PARK MARINA; PROVIDING FOR TEMPORARY PARKING OF CAMPER AT BATTERY PARK POINT; PROVIDING FOR TIMELY REPORTING OF FEES COLLECTED; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Commissioner Adrian Elliott made a motion to adopt Ordinance 2021-03. Commissioner George seconded and the motion carried 4-0.

NEW BUSINESS
1. CITY OF APALACHICOLA COMMUNITY REDEVELOPMENT TRUST FUND AND INCREMENT REVENUES

Commissioner George discussed concerns consisting of the following: 1) CRA’s prior year’s increment revenues (95%) from both the City and County and the amount of current year’s increment percentage (50%) approved in the FY 2021-2022 budget; 2) notification to the County of the decrease to 50%; 3) CRA termed in September 2020 and was not extended; and 4) establishment of trust fund and collection of increment revenues by Resolution and not an Ordinance. The City Manager, CRA Director and Attorney will research further.

NEW BUSINESS
1. WWTP - ENGINEERING RFP

Mr. Wade requests approval to publish the RFP for the complete WWTP engineering.

Commissioner Grove made a motion to approve the publication for the WWTP Engineering RFP. Commissioner George seconded and the motion carried 4-0.

MAYOR AND COMMISSIONER COMMENTS

Commissioner Comments consisted of the following: 1) Franklin Square - research usage fee for all squares; 2) Audit Committee - open positions; 3) city owned r-o-w and usage permits/events - make sure individuals/businesses go through the proper process; 4) Garbage street side pickup changes effective January 16th - residents contact office for elderly/disabled front door pick-up - publication was placed in newspaper; 5) Tree committee vacancy; 6) audit committee - exit conference, draft resolution revoking previous resolution and write new, to form audit selection committee; 7) DOT beautification grant on Market and 8th Street of the peanut grass - applying roundup - check on alternative; 8) Job postings - Mr. Wade stated they were posted on website and newspaper; 9) Holy Family renovation; 10) Lafayette Park Pier railing needs completed.

CITY MANAGER

Mayor's Proclamations - Commissioner Grove made a motion to accept the Arbor Day Proclamation and the Apalachicola School Choice Week Proclamation. Commissioner Elliott seconded and the motion carried 4-0.

Mr. Wade gave an update on the Garbage RFP; Evergreen salary study; Website and Microsoft software.

GRANTS COORDINATOR COMMUNICATIONS

Bree Robinson - See Attachment "A"

ATTORNEY COMMUNICATIONS

Attorney Pasqualone stated that the executive session is to be scheduled and Commission will be notified.

Commissioner Grove inquired about existing projects and requested about getting a list electronically or verbally.

ADJOURNMENT

Commissioner Elliott made a motion to adjourn the meeting. Commissioner George seconded and the motion carried 4-0.

Deborah Guillotte, City Clerk

Brenda Ash, Mayor

Grant Development and Implementation Coordinator – Bree Robinson

City Commission Meeting – January 4, 2022 – 4:00

**1. Florida Department of State African-American Cultural and Historical Grant –
Apalachicola Museum of African-American Culture and History**

Submitted on 11/30, will hear awards in 2022.

2. HMGP – Backup Generator for Vacuum Station (108 Avenue F)

Grant application was submitted for \$170,000 for a new backup generator. (Current in use is too small for need.) Had to apply for a portable generator instead of stationary, as they will not fund for a stationary one in a flood zone.

3. Duke Energy – Christmas Lights

We applied for and received \$2,500 in funds for new/additional Christmas lights for the City. Check has been received!

4. Leslie Street

WAITING FOR UPDATE ON APPEAL

**5. National Park Service Grants for Repair and Restoration of the Montgomery
Cotton Warehouse (Old City Hall) and the Harrison-Raney Cotton Warehouse
(HCA)**

The City has signed a contract with the historic architect (4M Design – Mark Tarmey) and he has begun measuring, photographing and assessing the two buildings in terms of documenting existing condition and recommended required repair that will be completed in accordance with historic standards. The City has successfully met the first progress report deadline and procurement deadlines set out in the grant agreement. Next week, we begin drafting advertisements for RFPs for all of the other required service contracts including electrical, construction, roof (if nec) and flood mitigation. We will coordinate with the architect to review the rfps to incorporate what he suggests (within budget of

course). We can expect to see the first architect deliverables within the next month.

6. *Fire Hydrants*

The hydrants for the Phase I of the 2021-2022 Capital Investment Plan outlined in the 2021-2022 Budget will be ordered in December with installation in Calendar Q1, 2022. **Cost of materials went up higher than budgeted amount – waiting on consult from interim finance director before placing the order.**

7. *Grants Update - *updates needed**

- a. FDOT City Landscaping Bids Received – **bids received were over budget, waiting for instruction from FDOT on how to proceed.**
- b. CDBG-DR Infrastructure – Awaiting Scope of Work Request from DEO
- c. CDBG-DR Hometown Revitalization – Submitted Scope of Works for both the Riverfront and Hill Projects.
- d. HMGP Emergency Generators – Documents received and executed. Awaiting CDBG-DR Award for Matching Funds.
- e. HMGP Market Street Vacuum Station Documents received and executed. Awaiting CDBG-DR Award for Matching Funds.
- f. Michael FEMA Projects – Finance Director must file a quarterly report that indicated little or no progress on many funded claims.
 - i. Lafayette Park Pier Pavilion, Work Begins 12/4/2021
 - ii. New documents are filed with the US Corps of Engineers. FEMA requested documentation on communication and certain approvals or permits from the Corps of Engineers.
 - iii. Dewberry working on documentation for Scopes on Bodiford Park and the Mill Pond Mooring Basin. **Permits filed for within deadline.**
 - iv. Battery Park V Pier has sparked interest at FEMA even though there has been no determination from NFWS concerning the habitat of the endangered sawfish. Three pages of questions have been answered.
 - v. Lafayette Park Pier Pavilion, Work Begins 12/4/2021
- g. DEP – WWTP Tank Cleaning – US Submergent mobilized and began work 12/1/21. **Completed on 12/9!**

8. DEP Grant Application - WWTP

Grant #2 is an application for the WWTP totaling \$14 million - the City of Apalachicola was approved for the full \$14 million for new equipment and relocation. There is a duplication within the DEP WWTP \$14 million and the DEO Headworks \$4 million grants. The DEP application included the Headworks. The City has been in contact with both the DEO and DEP regarding this issue. DEO will not change their scope of work for the Headworks project, but DEP is open to removing the Headworks from the scope and replacing it with other key structures that will be relocated, as well. (With proper justification.) We will hear back from DEP with their decision in January.

Grant #1 on the vulnerability study is still awaiting action DEP confirmed that it was still in process and that they had only sent out documentation and requests on infrastructure projects.

9. Battery Park – 10 Foot Hole Seawall – Ready to go out for bid in January.**10. USDA Water Street Permeable Parking Sidewalk and Lighting** – Ad ran again without mandatory meeting. USDA requested the City do this the third time as we had only one interested contractor. New submission date 12/16/2021. (Another extension until January 17th was approved in case we need more time again.)

One bid received – it was over budget. Dewberry is reviewing and has been in contact with USDA to see about changing the scope and working with the contractor to negotiate the bid. We were told by USDA to hold off on advertising again - waiting to hear back from State Office on how to proceed.