

REGULAR MEETING
APALACHICOLA CITY COMMISSION
TUESDAY, OCTOBER 5, 2021 – 5:45PM
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 three 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. Swear in new Mayor/Commissioners:

1. Brenda Ash, Mayor
2. Anita Grove, Commissioner
3. Donna Duncan, Commissioner

IV. Appointment of Mayor Pro-Tempore

V. Presentations:

1. Appreciation Plaque to Commissioner Ray-Hutchinson
2. Appreciation Plaque to former Library Director Carrie Kienzle

VI. Public Hearing

1. Ordinance 2021-04 - Fiscal Year 2021-2022 Budget

VII. Unfinished Business

1. Ordinance 2021-04 – Adopt Fiscal Year 2021-2022 Final Annual Budget
2. Apalachicola Bay Systems Initiative – Commissioner Anita Grove
3. Restore City Squares Project – Diane Brewer

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VIII. New Business

- 1. Moses Roper State Historical Marker – Elinor Mount-Simmons**
- 2. Recreation Committee Memorial Plan – Elinor Mount-Simmons**
- 3. Lights After School Proclamation**

IX. Public Comment

X. Mayor and Commissioner Comments – Reports Attached

XI. City Manager Communications – Report Attached

XII. Attorney Communications – No Report

XIII. Finance Director Communications – Report Attached

- Update on Planning, Permitting and Code Enforcement Reorganization

XIV. Consent Agenda

- A. Meeting Minutes Adoption – September 7, 2021 Regular Meeting, September 8, 2021 Emergency Meeting, September 8, 2021 Budget Workshop; September 16, 2021 Budget Workshop; and September 22, 2021 Public Hearing/Special Meeting Minutes**
- B. Planning & Zoning – September 20, 2021**

XV. Department Reports

XVI. 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
ORDINANCE NO. 2021-04

AN ORDINANCE BY THE CITY COMMISSION
OF THE CITY OF APALACHICOLA, FLORIDA

ADOPTING THE 2021-2022 FISCAL YEAR BUDGET Published per Ordinance

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, 2021 and ending September 30, 2022: Administration \$676,141

Facilities 829,200
Fire 141,749
Governing Board 264,452
Library 117,140
Parks & Recreation 83,508
Police 719,001
Project Impact 511,320
Public Works 1,230,045
Zoning/Code Enforcement 135,175

Total Expenditures \$4,707,771

Section 2. It is estimated that the following revenues will be available to the General Fund for the fiscal year beginning October 1, 2021 and ending September 30, 2022:

Ad Valorem Taxes \$1,588,238
½ Cent Sales Tax 244,284
Mobile Home License Tax 75
Alcoholic Beverage Tax 4,000
Utility Franchise 188,393
Local Communications Tax 69,980
Utility Tax 263,288
Occupational License Fee 30,650
Golf Cart Permits 6,000
State Revenue Sharing 107,079
Fines & Forfeitures 300
Cemetery Lots & Openings 10,000
Facility/Property Rent 35,000
Building Permit Fees 40,000
Tree Application Fees 1,000
Tree Reforestation Fees 2,500
Project Impact Administration Fee 25,556
DOT-Traffic Light Reimburse 5,000
Sanitation Fees 583,560
Sanitation Administration Fee 28,363
Community Gardens 500
Farmers Market 3,000
Firing Range 3,500
Miscellaneous Revenue – ARP 590,000
Grant – Project Impact 511,320
Local Option Gas Tax – Restricted 71,400
Municipal Service (MSBU) – Restricted 40,000
HCA Museum 20,000
Library Programs 17,000
Special Programs 1,625
Carryforward 69,350
Reserve 75,000

Total Revenues \$4,707,771

Section 3. The total revenues and expenditures for the General Fund result in the following deficit from which funds are drawn from the General Fund Reserve and the 2020-2021 Carryforward from unforeseen revenues.

General Fund Reserve \$75,000
Carryforward \$69,350

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, 2021 and ending September 30, 2022: Water

Department \$1,283,056
Sewer Department 2,306,625
Scipio Creek 286,583
Battery Park 97,073

Total Expenditures \$3,973,337

Section 5. It is estimated the following revenues will be available to the Enterprise Fund for the fiscal year beginning October 1, 2021, and ending September 30, 2022:

Water Revenue \$987,878
Sewer Revenue 2,149,673
Scipio Creek Marina Revenue 63,000
Carryforward 898,386
Battery Park Revenue 64,680

Total Revenues \$4,163,617

Section 6. The total revenues and expenditures for the Enterprise Fund result in the following deficit from which funds are drawn reserve fund for unforeseen expenses which are not included in this budget. \$59,580 of prior year reserves was used for 2021-2022 qualified projects. The following amounts are drawn prior year reserve and the 2020-2021 Carryforward from unforeseen revenues **DW/WW Fund Reserve**

\$58,950

Carryforward \$898,386

Increase in Water Fund Reserves net of draw down:

Water Department Reserve \$59,063
Wastewater Department Reserve 131,216

Enterprise Fund Reserve \$190,279

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, 2021 and ending September 30, 2022:

Community Redevelopment Agency \$98,224
Revolving Loan Fund 0

Total Expenditures \$ 98,224

Section 8. It is estimated the following revenues will be available to the Special Revenue Fund for the fiscal year beginning October 1, 2021, and ending September 30, 2022:

Community Redevelopment Agency \$98,224
Revolving Loan Fund 0

Total Revenues \$98,224

Section 9. The City of Apalachicola Fee Schedule for FY 2021-2022, (to be) attached, is hereby incorporated into this annual budget ordinance, and such fees shall become effective on October 1, 2021 or when other specified ordinances become effective.

Section 10. This ordinance is published in the September 30, 2021 issue of The Apalachicola Times. A first public workshop for the budget by the City Commission was held on September 8, 2021 at 5:01 PM. A second public workshop was held on September 16, 2021 at 5:01 PM. The first reading of this ordinance was held at the first public hearing on September 22, 2021 at 5:01 PM. The final public hearing at a regular meeting was held on October 5, 2021 at 6:00 PM at the Apalachicola Community Center, 1 Bay Avenue, Apalachicola, Florida. Section 11. The estimate upon which said budget for the 2021-2022 Fiscal Year is based is on file for inspection by the public at the office of the City Clerk. The millage rate is being set at 9.0001 mills.

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 October 5, 2021. Motion to adopt Ordinance made by

Commissioner _____, second by Commissioner
_____. Voting Aye:

Voting Nay:

**FOR THE CITY COMMISSION OF THE
CITY OF APALACHICOLA**

ATTEST:

Brenda Ash, Mayor
Deborah Guillotte, City Clerk

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 5, 2021**

SUBJECT: Ordinance 2021-04 – Fiscal Year 2021-2022 Budget

AGENDA INFORMATION:

Agenda Location: Unfinished Business
Item Number: 1
Presenter: Finance Director Leo Bebeau

BRIEF SUMMARY:

Read second reading of Ordinance 2021-04 – Fiscal Year 2021-2022 Final Annual Budget

RECOMMENDED MOTION AND REQUESTED ACTIONS:

Motion to approve Ordinance 2021-04 – Fiscal Year 2021-2022 Final Annual Budget

FUNDING SOURCE:

n/a

ATTACHMENTS:

Ordinance 2021-2022 – Fiscal Year 2021-2022 Final Annual Budget

STAFF'S COMMENTS AND RECOMMENDATIONS:

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 5, 2021**

SUBJECT: City of Apalachicola commitment to the Apalachicola Bay System Initiative Bay Restoration Plan

AGENDA INFORMATION:

Agenda Location: Old business
Item Number: 2
Presenter: Commissioner Grove

BRIEF SUMMARY:

Apalachicola Bay System Initiative is the project that is working to restore oysters to Apalachicola Bay. They would like a commitment from the city that we will continue to support the initiative as they move forward in developing a management and restoration plan. Commitment at this point is serving on the community advisory board and communicating with stakeholders. I would like to continue to serve on this committee.

Draft statement of commitment:

The City of Apalachicola is committed to serving on the Community Advisor Board (CAB) of the Apalachicola Bay Systems Initiative to help guide the development of the Bay Management plan and help form the successor committee that will oversee the implementation Bay Management Plan. Oyster harvesting was an \$8 million industry in Franklin County and greatly impacted the economy of the City of Apalachicola. The city believes the restoration of the Apalachicola Bay and the diversification of our economy is key to our citizen's well-being and will increase the overall quality of life in Apalachicola.

The city also agrees to uphold current local regulations that help ensure Apalachicola Bay is free of pollution and allow commercial fishermen to use city boat ramps to access the water.

RECOMMENDED MOTION AND REQUESTED ACTIONS: Motion to agree on draft statement to support the initiative

FUNDING SOURCE: N/A

ATTACHMENTS:

Information sheet attached

STAFF'S COMMENTS AND RECOMMENDATIONS:

Apalachicola Bay Systems Initiative Helps Direct Recovery of Apalachicola Bay Oysters

The Apalachicola community can help shape new management plans to restore the bay

Apalachicola Bay's oyster industry thrived for over a century and was known for producing some of the world's best-tasting oysters. In 2012 the oyster population collapsed, and the oyster fishery was declared a Federal Fishery disaster in 2013. Several restoration efforts have been implemented since then but failed to rebuild the oyster population.

The decline of oysters may be symptomatic of an overall change in the system. To help find answers, Florida State University established the Apalachicola Bay System Initiative (ABSI) in 2019 with funding from Triumph Gulf Coast Inc. which administers funds associated with the Deepwater Horizon oil spill. ABSI's goal is to understand why the oyster population declined, why the oysters are not recovering, and to identify potential pathways to a healthy bay and oyster fishery.

ABSI's approach is twofold: Come up with science-based restoration and management strategies and engage the community to help develop and implement them. In partnership with local oystermen, ABSI's researchers are conducting small-scale restoration experiments to discover the best areas and materials for reef restoration. ABSI is also mapping the bay to get information about existing oyster reefs, and creating hydrologic models that will predict salinity, nutrients, and other environmental conditions under a variety of river flow levels.

To engage local stakeholders, ABSI formed a 23-member community advisory board that is developing a restoration and management plan that will help guide the process and ensure the long-term success of the restoration. The advisory board is made up of commercial seafood harvesters and dealers, local business owners, local government leaders and representatives from state natural resource agencies. With advisory board and the public input, the development of science-based ecosystem management and restoration plan, focused on the recovery of Apalachicola Bay, is now underway. Our members have met 13 times and recordings of the meetings, presentations, summary reports are all available at <https://marinelab.fsu.edu/absi/cab/>.

Advisory board members want the community to be informed and engaged in the scientific and management decisions as the project moves forward. If you're interested in participating, volunteering, learning more about ABSI, or have questions and suggestions for the team, please visit the website at www.marinelab.fsu.edu/absi or email fsucml-absi@fsu.edu. Meetings have been virtual over the past year, but we hope to hold in-person workshops as the situation with Covid-19 improves. On September 22 there will be an informal talk the at Eastpoint Brewery, and another in the fall at the Eastpoint Civic Association.

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: 10-5-21**

SUBJECT: Restore the Squares Project

AGENDA INFORMATION: Information packet from Historic Apalachicola Foundation containing two pertinent studies to be distributed to Commissioners and select City staff.

Agenda Location: Old Business
Item Number: 3
Presenter: Diane Brewer, Project Manager, 954 258-5834

BRIEF SUMMARY: Packets to be distributed contain the reprinted 1974 HUD award winning study by the late Willoughby Marshall, architect and Apalachicola native, "Apalachicola: Economic Prosperity through Historic Preservation" and the 2020-21 Senior Design Project on the squares restoration by FAMU-FSU College of Engineering.

RECOMMENDED MOTION AND REQUESTED ACTIONS: None at this time.

FUNDING SOURCE: Grants

ATTACHMENTS: To be distributed at Commission meeting of 10-5-21

STAFF'S COMMENTS AND RECOMMENDATIONS:

Historic Apalachicola Foundation, Inc.

P. O. Box 41, Apalachicola, Florida 32320

October 5, 2021

City Commission and Staff
City of Apalachicola
HAND DELIVERY

Dear Commissioners and City Staff,

This packet on Apalachicola's Squares comes to you as a gift from the Foundation which has been at work in the community since 1988. Two importance studies are enclosed. One is a copy of the late Willoughby Marshall's 1974 HUD award winning work "Apalachicola: Economic Prosperity Through Historic Preservation". Pages 29-33 tell the Squares story and the map on page 89 is its visual accompaniment. A native of Apalachicola as well as an architect, Marshall's work was incorporated into Apalachicola's Land Development Code and led to the creation of its nationally designated Historic District.

The other enclosure is the 90 page report done for the Foundation by a team of four senior engineering students at FAMU-FSU College of Engineering who chose the Squares project from others presented to them as a 20-21 Senior Design Project.

We call your attention to its primary points:

1. The goal of the project is to return the squares to their original configuration as squares which will require streets crossing them to be moved to go AROUND, not through, them. See Executive Summary on page 8. The design selected is a one-way square.

Why seek to return to the squares' historic configuration? The economy of Apalachicola and Franklin County has been well documented to be derived from heritage tourism now. One of the things attracting tourism is the town's historic layout. Apalachicola has one of the few remaining original plats in the U.S. still in existence and visible. According to Roy Hunt, UF Law Professor emeritus, the restored layout anchored by the six squares will be worthy of designation as a National Landmark, a key distinction important to heritage tourism. The six squares could and should be respected and made more visually appealing.

2. Though the FAMU-FSU report used Chapman Square as the model because most of the information needed was readily available about it, its design and recommendations are applicable to ANY of the other squares.
3. Although 5 of Apalachicola's 6 squares are the same size, 2 ½ acres, each differing in existing improvements and current use, the report focuses primarily on moving the streets, not the recreational or other improvements now on them or contemplated. For example, the report DOES NOT address what the City or its citizens may want in the center of a restored square, now an intersection. The report does show examples of squares in other cities containing monuments, fountains, gardens, pavilions. There are others.

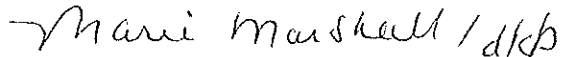
4. The report does address traffic flow and speed in considerable detail: see pages 14-16, 20-24, 28-29, and also includes storm water and drainage, sidewalks, lighting, parking, and more. Although not a traffic study specific to Apalachicola, the Department of Transportation and others recognize that such configurations as squares achieve a natural calming effect on traffic speed without resorting to signals, speed bumps, signage or speed limit enforcement.

We hope you will value the considerable work that has been done by many begun by Willoughby Marshall who was the first to recognize the value of restoring the squares some 40 years ago. **We ask for your support for the project to fruition through its necessary next steps: public support and City approval to apply for grants.**


We continue to be excited about the project and are confident that when one square is restored, the restoration of other squares will follow.

Please direct any questions to either of us. Thank you.

Sincerely,

 Marie Marshall / dkb

Marie Marshall, President, Historic Apalachicola Foundation, Inc.
Mariewib67@gmail.com


Diane K. Brewer, Project Manager
Restoresquares2020@gmail.com

Enclosures

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 5, 2021**

SUBJECT: State Historical Marker – Moses Roper

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: 1
Presenter: Elinor Mount-Simmons

BRIEF SUMMARY:

The purpose of this project is to place a Florida Historical Marker that tells the history of abolitionist Moses Roper in a prominent location on the Apalachicola riverfront.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

Motion to (1) approve the submission of the application to the Division of Historical Resources, Bureau of Historic Preservation; and (2) if the application is approved by the state, to proceed with ordering the marker with installation to be coordinated with the City Manager.

FUNDING SOURCE:

The Duke Energy Foundation awarded a grant to cover all costs for the marker production and installation. There will be zero cost to the City of Apalachicola.

ATTACHMENTS:

1. Project proposal summary
2. Draft Division of Historical Resources, Bureau of Historic Preservation Historical Markers Application including proposed marker text (application to be submitted contingent on approval from the City Commission)
3. Letter for support from the Hillside Coalition of Laborer for Apalachicola (H'COLA)

STAFF'S COMMENTS AND RECOMMENDATIONS:



Project Proposal: Moses Roper State Historical Marker

Project Purpose

The goal of this project is to place a Florida Historical Marker that tells the story of abolitionist Moses Roper in a prominent location on the Apalachicola riverfront.

The Florida Historical Marker Program is one of the Division of Historical Resources' most popular and visible public history programs, **designed to raise public awareness of Florida's rich cultural history** and to enhance the understanding of historic sites by **citizens and tourists from around the world.**

Proposed Marker Text

Title: Abolitionist Moses Roper

"Moses Roper (1815-1891) was a freedom fighter, lecturer, author, and survivor of U.S. slavery who dedicated his life to abolition. The son of white planter Henry Roper and an enslaved woman named Nancy, Roper was born in Caswell County, North Carolina but was sold to several different enslavers during his youth. He tried to escape between 16-20 times but was captured and subjected to horrendous abuse at the hands of his enslavers.

In 1832 Roper was purchased by Robert Beveridge, a Scotsman living in Apalachicola who owned three steamboats. Steamboats transported cotton grown in southern Georgia and Alabama to the port of Apalachicola and carried passengers, mail, and cargo up and down the river system. The vessels docked along this stretch of Apalachicola's riverfront.

Roper was made a steward on board the Versailles and the knowledge he gained from this aided his later successful escape.

After Beveridge went bankrupt in 1834, Roper was sold to a violent North Florida planter. He managed to escape and walked 500 miles from Marianna, Florida to Savannah, Georgia, where he leveraged his experience from the Apalachicola River and secured a job on the Fox, a schooner that sailed for New York in August 1834. The following year, he sailed to England where he obtained an education.

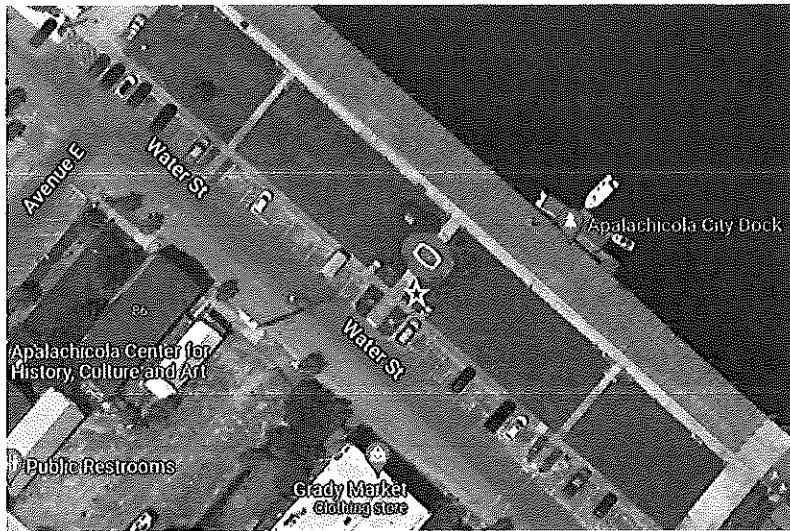
In 1837 Roper published one of the best-selling slave narratives in history, *Narrative of the Adventures and Escape of Moses Roper, from American Slavery*. By 1848 he had sold 38,000 copies.

Roper was one of the first survivors of U.S. slavery to organize extensive lecture tours in the British Isles before activists like Frederick Douglass, who became famous for his transatlantic sojourn between 1845-1847. Roper travelled to every corner of Britain and used his *Narrative* to inform the transatlantic public about slavery. He lectured over 2,000 times across Britain and Ireland and was uncompromising in his graphic descriptions of the torture and violence he witnessed and was subjected to. In response to critics who disbelieved his testimony, he replied "you have heard the slaveholder's side of the story, it is time for the slaves to speak."

Marrying Ann Price, an Englishwoman, they settled in Canada with their four daughters. He later moved back to the United States. Moses Roper died in Boston in 1891."

Proposed Marker Location

Riverfront Park in downtown Apalachicola. The significance of the location to Roper's story is that in 1833-1834 he was enslaved as a steward on one of the steamboats that travelled the Apalachicola River which docked along downtown's riverfront.



Project Significance

- **A key part of Roper's life story is connected to Apalachicola's steamboat era.** During his journey to freedom, Roper leveraged his experience on the Apalachicola River to get a position on a ship that sailed to New York.
- **This will be the first state historical marker in Franklin County dedicated to an individual of African descent.**

Funding

Duke Energy Foundation awarded a grant to cover all costs for the marker at zero cost to the city.

Timeline

Pending approval by the Apalachicola City Commission, an application will be submitted to the Florida Historic Marker Council, which meets regularly throughout the year to review applications. Once the application is approved, production takes 6-12 weeks. **Tentative installation: February 2022.**

Project Collaborators

- **Hillside Coalition Of Laborers for Apalachicola (H'COLA)**, which supports the preservation of local African-American history. Board President Elinor Mount-Simmons edited the text.
- **Dr. Hannah-Rose Murray**, author and Research Fellow at the University of Edinburgh, Scotland, who specializes in transatlantic abolitionists and fugitive slave narratives. Dr. Murray drafted the text.
- **Apalachicola Main Street**, which produced an in-depth exhibit about Roper now on display at the Apalachicola Center for History, Culture, and Art and secured grant funding to pay for the marker.

Division of Historical Resources, Bureau of Historic Preservation

Historical Markers Application

- [My Application](#)
- [Return to Application Later](#)
- [Logout](#)

Florida Historical Marker Application

Application Number: **HM-1032**

- [Part 1:
Resource Information](#)
- [Part 2:
Marker Information](#)
- [Part 3:
Contact Information](#)
- [Review
Application](#)

Please review the your application below. Use the navigation above to go back and make changes. When all errors are correct and you are satisfied with your application, submit the application to get to your signature page.

Part 1: Resource Information

Name and Location

What is the Historic Name of the Resource?

Abolitionist Moses Roper

Address

Riverfront Park - 81 Water Street

City

Apalachicola

Zip Code

32320

Details

What type of resource will you be marking?

Building (e.g., commercial, educational, religious, residential)

If other, please explain:

An historical figure connected to the riverfront location
Is the resource listed in the National Register of Historic Places?
Yes

Description and Significance

Please describe the resource

Moses Roper (1815-1891) was a prominent author, lecturer, and abolitionist. Prior to his escape from slavery, he was enslaved on an Apalachicola steamboat that served the river route between Apalachicola, FL and Columbus, GA. His enslaver resided in Apalachicola during the winter months, and Roper became acquainted with members of the local African American community. The marker is to be placed at Riverfront Park, a vibrant downtown attraction for residents and visitors that also has served as the city docks since Apalachicola's earliest days as a port. The Apalachicola riverfront is where the steamboat he was enslaved on would have docked. During his escape from slavery, Roper leveraged his experience on the Apalachicola River, his only experience working on the water, to get a position on a ship that sailed to New York. He described how he sailed North from Savannah: "I then had eleven miles to go to Savannah, one of the greatest slaveholding cities in America, and where they are always looking out for run-away slaves. When at this city, I had travelled about five hundred miles. (The distance between these two places is much less than five hundred miles: but I was obliged to travel round about, in order to avoid being caught). It required great courage to pass through this place. I went through the main street with apparent confidence, though much alarmed; did not stop at any house in the city, but went down immediately to the docks, and inquired for a berth as a steward to a vessel to New York. I had been in this capacity before on the Apalachicola River. The person whom I asked to procure me a berth, was steward of one of the New York Packets; he knew Captain Deckay, of the schooner Fox, and got me a situation on board that vessel in five minutes after I had been at the docks." Roper later travelled to England where he became one of the first survivors of slavery in the American South to publish an autobiographical account of his experiences. In addition to becoming an author, he became a lecturer and active member of the abolitionist movement.

Provide a statement explaining the significance of the resource

Roper's story is highly significant to the diverse history of our city, state, and country. In his fugitive slave narrative and speeches, Roper relayed his personal experiences of being enslaved and his observations of the trauma endured by other enslaved people in Florida, some of which were witnessed as he travelled with his enslavers to Apalachicola, Marianna, Ocheese, Mt. Vernon (Chattahoochee), and other river towns. Roper may be the only person to have published a first-person slave narrative in the 19th century describing slavery in Florida. In one of his speeches, Roper gave voice to the devastating emotional trauma inflicted by the forced separation of families: "I became acquainted with a female slave who had a husband and six or seven children. When I had been in [Apalachicola, Florida] about three weeks, a dealer came and took a fancy to her. He bought her [away] from her children, and took her to New Orleans, 300 miles off. The steward of the brig told me she had died of grief in two or three days." Other accounts of Florida slavery come from the Federal Writer's Project which documented brief interviews with formerly enslaved people in the 1930s, and a narrative written by an African American named Sitiki, which languished in handwritten form in the New York Historical Society's archives until being edited and published by Patricia Griffin in 2015. Roper's life story spans at least nine U.S. states, including Florida. He is also known internationally, having settled in England and later in Canada (Quebec and Nova Scotia) for several years.

Part 2: Marker Information

Marker Details & Location

Will this be a new or replacement marker?
New Marker

Will this be a single or double-sided marker?
 Single-sided marker (identical text on both sides)
 Will the marker be located at the resource?
 Yes

If no, please explain:

In which county will the marker be located?

Franklin

What are the **geographic coordinates** of the proposed marker location?

Please use decimal fractions. (Example: 30.438659 or -84.284451). See [How to Determine Marker Coordinates](#) for instructions.

Longitude

29.728474959725766

Latitude

-84.9832081880482

What days and times will the marker accessible to the public?

365 days a year. As a City park, the location is accessible to the public from sunrise to sunset each day.

Marker Text

What is your proposed Marker Title

Abolitionist Moses Roper

Please provide your proposed **Marker Text**

The marker text may not exceed 1,235 characters per side. This character limit includes punctuation and spaces. See [Tips for Writing Marker Text](#) for additional instruction.

Side One

Moses Roper (1815-1891) was a freedom fighter, lecturer, author, and survivor of U.S. slavery who dedicated his life to abolition. The son of white planter Henry Roper and an enslaved woman named Nancy, Roper was born in Caswell County, North Carolina but was sold to several different enslavers during his youth. He tried to escape between 16-20 times but was captured and subjected to horrendous abuse at the hands of his enslavers. In 1832 Roper was purchased by Robert Beveridge, a Scotsman living in Apalachicola who owned three steamboats. Steamboats transported cotton grown in southern Georgia and Alabama to the port of Apalachicola and carried passengers, mail, and cargo up and down the river system. The vessels docked along this stretch of Apalachicola's riverfront. Roper was made a steward on board the Versailles and the knowledge he gained from this aided his later successful escape. After Beveridge went bankrupt in 1834, Roper was sold to a violent North Florida enslaver. He managed to escape and walked 500 miles from Marianna, Florida to Savannah, Georgia, where he leveraged his experience from the Apalachicola River and secured a job on the Fox, a schooner that sailed for New York in August 1834.

Side Two (double-sided markers only)

The following year, he sailed to England where he obtained an education. In 1837 Roper published one of the best-selling slave narratives in history, "Narrative of the Adventures and Escape of Moses Roper, from American Slavery." By 1848 he had sold 38,000 copies. Roper was one of the first survivors of U.S. slavery to organize extensive lecture tours in the British Isles before activists like Frederick Douglass, who became famous for his transatlantic sojourn between 1845-1847. As part of his radical commitment to freedom,

Roper travelled to every corner of Britain and used his Narrative to inform the transatlantic public about slavery. He lectured over 2,000 times across Britain and Ireland and was uncompromising in his graphic descriptions of the torture and violence he witnessed and was subjected to. In response to critics who disbelieved his testimony, he replied "you have heard the slaveholder's side of the story, it is time for the slaves to speak." Marrying Ann Price, an Englishwoman, they settled in Canada with their four daughters. He later moved back to the United States. Moses Roper died in Boston in 1891.

What organization(s) and or individual(s) are sponsoring the marker?

Duke Energy Foundation

Close

Close

Part 3: Contact Information

Resource Owner

If the resource is owned by an organization, provide the name and information of a contact person in that organization.

What is the name of the resource owner or organization contact?

First name

Travis

Last name

Wade

Organization name (if owned by an organization)

City of Apalachicola

What is the address of the resource owner?

Address

192 Coach Wagoner Blvd.

City

Apalachicola

State

Florida

Zip Code

32320

Phone number of owner

(850) 653-9319

Email address of owner

twade@cityofapalachicola.com

Will the resource owner also be responsible for installation and maintenance of the marker?

Yes

Is the resource owner also the person that prepared this application?

Yes

Marker Caretaker

Please provide the contact information for the person responsible for installing and maintaining the marker if different from the resource owner. If this will be an organization, provide the name and information of a contact

person in that organization.

What is the name of the of the marker caretaker?

First name
Travis
Last name
Wade

Organization name (If an organization will be the marker caretaker)

What is the address of the marker caretaker?

Street Address
192 Coach Wagoner Blvd.
City
Apalachicola
State
Florida
Zip Code
32320

Phone number of caretaker

(850) 653-9319

Email address of caretaker

twade@cityofapalachicola.com

Person That Prepared the Application

Please provide the contact information for the person that prepared the content of this application (if different from resource owner).

What is the name of the of the person that prepared the application?

First name
Augusta
Last name
West

What is the address of the of the person that prepared the application?

Street Address
PO Box 156
City
Apalachicola
State
Florida
Zip Code
32320

Phone number of preparer

844-272-2523

Email address of preparer

awest@apalachicolamainstreet.org

Submit the Application

Check the box to confirm you wish to submit this application. You will not be able to edit the application after submission.

[Submit Application](#)

If you need assistance, please email michael.hart@dos.myflorida.com or call 850.245.6333.

Hillside
Coalition
Of
Laborers for
Apalachicola

Post Office Box 764
Apalachicola, FL 32329
h.cola@yahoo.com
www.hcola.org

Executive Board

President

Elinor Mount-Simmons

Vice-President

Fonda Davis, Sr.

Secretary/Publicist

Tami Ray-Hutchinson

Treasurer

Brenda Ash

Board Members

Van Johnson

William Key

September 22, 2021

Re: Letter of Support

The Hillside Coalition Of Laborers for Apalachicola (H'COLA) is pleased to write this letter of support for the Moses Roper Project, a labor of love and hard work of Apalachicola MainStreet. The story of Roper, a freedom fighter, lecturer, author, and survivor of U.S. slavery who dedicated his life to abolition, is one of an incredibly dynamic life, and this project chronicles his experiences as a slave and the perils he encountered.

Few people in Apalachicola are familiar with the name Moses Roper, yet a key chapter in this internationally significant abolitionist's story is tied to Apalachicola's historic waterfront. Through this project, people will be educated of Roper's life, his remarkable escape from slavery, his achievements in the abolitionist movement, and his historical significance.

This project will also greatly increase public awareness of the history of people of color in Apalachicola and to tell significant stories that over time have become "hidden histories." This powerful story will resonate with both locals and visitors from around the world.

H'COLA, a grass-roots organization in Franklin County, has as its mission to work for the betterment of the Hill community, and to this end, we excitedly partnered with Apalachicola MainStreet to bring the Moses Roper Project to reality. As president of H'COLA, I, and its members whole-heartedly support their monumental effort and honored to have collaborated with them on this noteworthy venture.

Sincerely,

Elinor S. Mount-Simmons

Elinor S. Mount-Simmons, President

H'COLA (Hillside Coalition Of Laborers for Apalachicola)

Moses Roper Bibliography

Online Sources:

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Books:

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Finseth, Ian Fredrick, introduction to *A Narrative of the Adventures & Escape of Moses Roper*, in *North Carolina Slave Narratives: The Lives of Moses Roper, Lunsford Lane, Moses Grandy & Thomas H. Jones*, edited by William L. Andrews, Chapel Hill, NC: University of North Carolina Press, 2003

Murray, Hannah-Rose. *Advocates of Freedom: African American Transatlantic Abolitionism in the British Isles*, Cambridge: Cambridge University Press, 2020

Murray, Hannah-Rose. "Monstrous Perversions and Lying Inventions: Moses Roper's Performative Resistance to the Transatlantic Imagination of American Slavery" (Chapter in *Violence from Slavery to #BlackLivesMatter*, 2019)

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 5, 2021**

SUBJECT: City Memorialization Project

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: 2
Presenter: Elinor Mount-Simmons

BRIEF SUMMARY:

At the request of the BOCC at the March 2, 2021 city commission meeting, our committee was asked to develop a plan for memorialization of citizens. A draft of the plan is being presented at this meeting.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

The City Parks Committee recommends the BOCC review and approve this plan. Furthermore, after approval, we request that the City issue a Press Release informing the citizenry of this plan.

FUNDING SOURCE:

n/a

ATTACHMENTS:

A draft of the Citizen's Memorialization Plan

STAFF'S COMMENTS AND RECOMMENDATIONS:

Apalachicola Parks and Recreation Committee

Elinor Mount-Simmons, Chair

Apalachicola Citizen Memorialization Program

The Apalachicola Parks and Recreation Committee respectfully submits the following:

Goals:

- To provide opportunities to celebrate citizens of Apalachicola
- To honor volunteers
- For families and friends to honor individuals and mark special occasions
- To furnish our parks and outdoor spaces with “furniture” at no/low cost to the city

Suggestions:

1. The city commission can pass special resolutions honoring volunteers or citizens who have contributed to the good of the community.
2. Memorial and commemorative contributions

Citizens can commemorate a special person, treasured occasion, or one’s own overwhelming love for the city. In this program, a citizen can choose to donate a particular item or can donate a monetary gift allowing city staff to suggest the most needed items. City staff will have a list of potential placements of items based on park plans provided by the Apalachicola Parks and Recreation Committee. Final choice of the location of a donated item is at the discretion of the city or its designated representative. .

The city will purchase and install items once a citizen’s donation has been received and all checks have cleared. For some of the materials such as bricks, trees and shrubs, items may be grouped and installed in groups or only during appropriate seasons. Items offered in the program should be consistent with the city’s branding creating a cohesive image across the parks. Where appropriate, the city will place a personalized plaque (there is a 100 character maximum) on or near the donated item. The donor will provide the exact wording for the plaque and will be asked to approve the proof provided by the supplying company. The city reserves the right to refuse language that may be offensive or inappropriate. Prices listed with each item are subject to change. We suggest the following commemorative items be included in the program:

Apalachicola Parks and Recreation Committee

Elinor Mount-Simmons, Chair

- **Bricks:**

- A. Veteran's Memorial Plaza bricks: \$250**

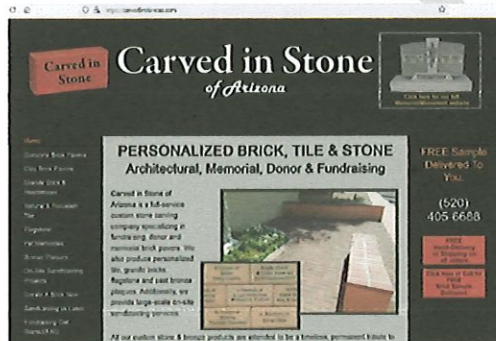
Currently the city, through the Three Servicemen's Statue South non-profit, has a program for honoring veterans with a recognition brick in the Veteran's Memorial Plaza. Bricks can be requested for \$250, proceeds going to help maintain the statue.

<http://threeservicemenstatuesouth.org/engraveabrick.cfm>



- B. Commemorative bricks at Lafayette Park: \$75**

Commemorative bricks could be purchased at a \$75 price point and installed at Lafayette Park. There is a brick pad, currently in need of restoration, at the entrance to the public dock that provides an initial location. Other parks may be identified as candidates for brickwork as the Parks and Recreation committee completes the park surveys.



We suggest grouping the requests for bricks and offering installation twice a year. Requests can be accepted all year, but the installation will only be done at set times to simplify the schedule of city employees. One manufacturer (carvedinstoneaz.com), requests brick requests be for a minimum of 10 although they will attempt to deliver individual bricks as needed. It appears that the cost for per brick is approximately \$20 which provides a surplus for the city to allow for the labor costs to the city of installation. (another manufacturer is: www.giftbricks.com)

- **Light fixtures - \$to be determined**

Historically, the city has accepted donations for commemorative light fixtures, (Lafayette Park). Where/when light fixtures are planned or are installed in other city parks, there may be opportunities for donations.



Apalachicola Parks and Recreation Committee

Elinor Mount-Simmons, Chair

- **Benches - \$2,000**

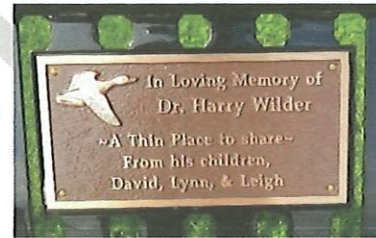
Bench donations offer a meaningful way for park-goers to connect with their favorite places and to honor loved ones, friends, family, organizations, and special achievements. A bench will enhance the aesthetic and landscape value of our community for all to enjoy while preserving the legacy of a family member, friend, or organization.

The design that the city has been ordering is made by Keystone Ridge Design. The style is Pullman in gloss black. The benches are high-quality powder coated steel made in the USA. The list price including cost for a plaque and shipping is currently \$1660. Shipping cost will vary.



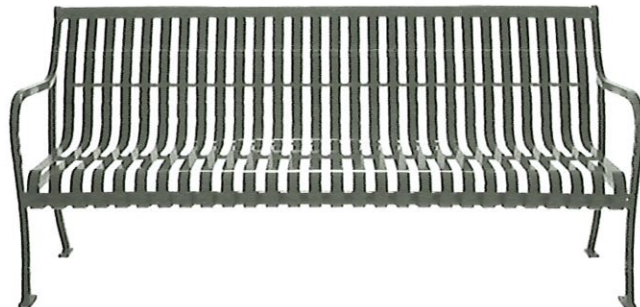
A \$2,000 donation covers the cost of the bench and standard plaque engraving and allows for bench installation costs to be paid by the city.

Benches should be secured with bolts onto concrete surfaces when possible. Bench donations are accepted on the basis that they will be maintained for five (5) years. Benches with memorial plaques have already been donated to Lafayette and Riverside Parks. Park plans, drawn up by the Apalachicola Parks and Recreation committee, will suggest locations for additional benches.



Price breakdown
(as of 09/23/21):

Pullman Bench:	\$1,055.00
Plaque:	\$305.00
Shipping:	\$289.18



Apalachicola Parks and Recreation Committee

Elinor Mount-Simmons, Chair

- **Picnic tables - \$4,000**
Keystone Ridge Design, manufacturer of the benches and trash cans that the city has been ordering, makes Saxony picnic tables that coordinate with the Pullman bench. The outdoor steel table sets are durable, made of powder coated steel designed to withstand weather, rust and public usage. Tables are available round or square and can be ordered in gloss black to match the benches. They are made in the USA. The list price including cost for a plaque and shipping is currently \$3,677 for flat seats and \$3,827 with backs. Shipping cost will vary.



A \$4,000 donation covers the cost of the table and chairs, standard plaque engraving and allows some for installation and ongoing maintenance costs to be paid by the city.



Table and chairs should be secured with bolts onto concrete surfaces when possible. Picnic table donations are accepted on the basis that they will be maintained for five (5) years. Park plans, drawn up by the Apalachicola Parks and Recreation committee, will suggest locations for additional picnic tables.

SAXONY TABLE SET

The Saxony pedestal table set bolts to the surface to provide stability, security and durability.

Price breakdown
(as of 09/23/21):

Saxony table/flat seats:	\$2,810.00
Table/back	\$2,960.00
Plaque:	\$305.00
Shipping(est at 20%):	\$562.00

Apalachicola Parks and Recreation Committee

Elinor Mount-Simmons, Chair

- Litter receptacles (Trash cans) - \$1,800

Trash cans are one of the most practical donations a citizen can make. By providing attractive litter receptacles, the donor is encouraging appropriate disposal of waste keeping our community free from litter.

The city has recently ordered from Keystone Ridge Design Midtown style cans with an elevated lid that provides weather protection in green. We suggest in the future, litter receptacles match the other furnishings in gloss black.

The outdoor receptacles are durable, made of powder coated steel designed to withstand weather, rust and public usage. They are made in the USA. The list price including cost for a plaque and shipping is currently \$1,594 for 32 gallons and \$1,664 for 38 gallons. Physical size is the same. The opening/volume accommodated is the only difference.

Elevated lids add \$130 to the cost. There is an additional cost for elevated footers and bolts. Shipping cost will vary.

A \$1,800 donation covers the cost of the products, standard plaque engraving and allows extra for installation and ongoing maintenance costs to be paid by the city. Litter receptacles should be secured with bolts onto concrete surfaces when possible. Litter receptacle donations are accepted on the basis that they will be maintained for five (5) years. Park plans, drawn up by the Apalachicola Parks and Recreation committee, will suggest locations for litter receptacles.

Price breakdown
(as of 09/23/21):

Midtown 32 gallon:	\$955.00
Midtown 38 gallon	\$1,025.00
Elevated lid:	\$130
Plaque (or less:)	\$305.00
Shipping(est at 20%):	\$204.00



Apalachicola Parks and Recreation Committee

Elinor Mount-Simmons, Chair

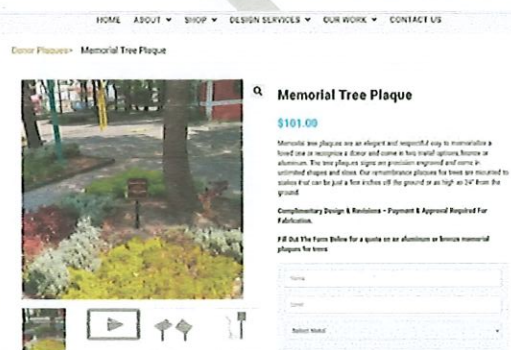
- [Tree and shrub program \\$150-\\$2,000?](#)

Memorial and commemorative trees may be donated to be planted in one of the city's parks. The tree or shrub will be designated with a plaque. When you plant a tree, you are doing more than simply putting a plant in the ground. You are making a long-term commitment to the environment and implanting the memories of your loved one, organization, or event for countless years to come. It is a unique tribute which provides global benefits like no other gift could.

Cypress, magnolias, crepe myrtles, live oaks and camellias are popular choices. Suitable for commemorating any special occasion or as a living memorial to a loved one, your gift will also help beautify our parks and facilities for many years to come.

Your donation pays for the purchase of the tree, delivery and planting. Ongoing maintenance costs are paid by the city of Apalachicola. Tree selection and planting locations will be determined by the city's tree committee who will consider the species, topography, soil condition, light exposure, and appropriateness for placement in the preferred park. These factors are considered in order to provide the best opportunity for the commemorative tree to thrive. The city of Apalachicola guarantees the health of the tree for a year following the initial planting of the tree. (the tree committee suggests eliminating this guarantee)

The parks and recreation committee will work with the tree committee to create a suggested schedule of trees available at a range of price points. Those prices will reflect the cost of the tree, the cost of a plaque that will be mounted below ground surface in concrete to prevent theft, delivery and installation costs from an appropriate nursery. Timing of the installation will be dependent on season, weather and delivery schedule of vendors.



Apalachicola Parks and Recreation Committee

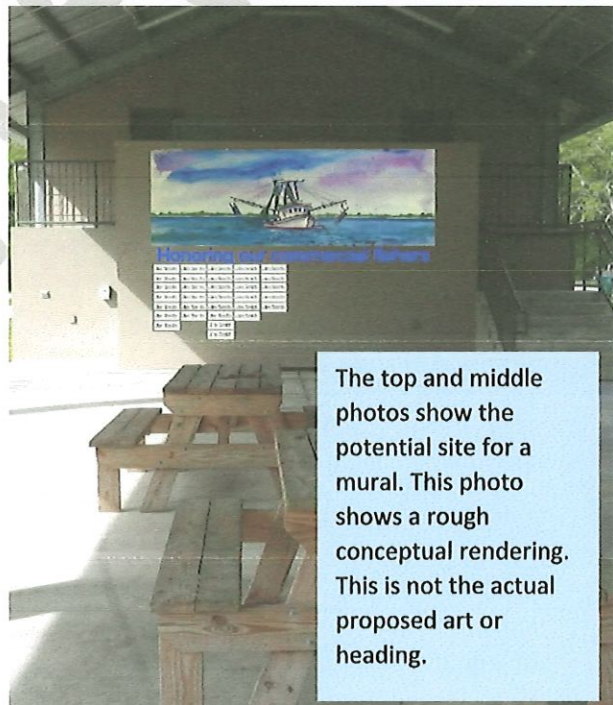
Elinor Mount-Simmons, Chair

- [Honoring our commercial fishing heritage \\$100](#)

Members of the commercial fishing community have requested that we honor our commercial fishing heritage including those who have been lost at sea. We suggest mounting a tile mosaic on the wall of the bathroom pavilion at Scipio Creek/Mill Pond with an area below it for the personalized tiles. The feature would make a significant statement about the importance of this aspect of our history and culture. It would be durable while adding art and color in an area used not only by the commercial fishers/shrimpers but also by those who frequent the bi-weekly farmer's market and others who use the pavilion.

The larger mosaic, tentatively priced between \$3,500 - \$5,000 could be paid for either through a State Department of Cultural Affairs grant, through corporate donations or through a combination of corporate and private donations.

There is a company, Mozaico Art, in Naperville, Illinois, that creates tile mosaics from provided art or photos or will custom design artwork. Online, they show a 120" x 48" colorful mosaic sold for \$2,041.



The top and middle photos show the potential site for a mural. This photo shows a rough conceptual rendering. This is not the actual proposed art or heading.

Apalachicola Parks and Recreation Committee

Elinor Mount-Simmons, Chair

The screenshot shows a product page for 'Aquatic Ocean Mosaic Scene - Glass Mosaic Art'. At the top, there are social media share buttons for Facebook, Pinterest, Instagram, and a 'Save' button. The product title is 'Aquatic Ocean Mosaic Scene - Glass Mosaic Art' with a 5-star rating and an 'Ask a question' link. A red 'ASK ABOUT CUSTOM SIZE/COLOR' button is visible. The price is listed as '\$2,267.00' crossed out and '\$2,041.00 (10% discount)'. Below the price, it says 'or 4 interest-free payments on orders up to \$1500 with [Zip Pay](#)'. There is a quantity selector set to '1' and buttons for 'ADD TO CART' and 'ADD TO WISHLIST'. A 'Send to Messenger' button is also present. A form asks for a name and a custom size/color, with fields for 'Width', 'Height', a dropdown for 'IN', an email field, and a phone field. A 'Sign me up!' button is at the bottom right of the form. A 'Mozaico Art' subscription pop-up is also visible, asking to subscribe for updates.

From Mozaico's website:

We offer ... [mosaic wall art](#) and custom mosaics; handcrafted with hand-cut marble and glass tesserae... Preserving the [history of mosaics](#) in technique and application, we proudly uphold the rich heritage of over 3,000 years of mosaic art and craftsmanship . . . Our 45 highly-skilled mosaic artisans are the original creators of handcrafted mosaic art, bringing immaculate precision, innovation, and design to the creation of [mosaic floors](#), [mosaic borders](#), [mosaic wall art](#) and [mosaics](#)

THE DRAGON FAMILY · PUBLIC ART MOSAIC



Above is another tile mural in a public space

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 5, 2021**

SUBJECT: Lights After School Proclamation

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: 3
Presenter: Mayor Brenda Ash/Manager Travis Wade

BRIEF SUMMARY: Lights on Afterschool is a national event being celebrated this year on **October 28, 2021**, when local leaders and community advocates come together to support the afterschool and expanding learning programs that are preparing our children and youth for success. From recreational opportunities in community centers to leadership academies in city halls to wrap around services in community partnership schools, afterschool is a proven strategy to support healthy youth development, boost academic performance and connect families to needed resources.

RECOMMENDED MOTION AND REQUESTED ACTIONS: No action requested.

FUNDING SOURCE: n/a

ATTACHMENTS: Mayor's Lights After School Proclamation

STAFF'S COMMENTS AND RECOMMENDATIONS:

PROCLAMATION
Lights on Afterschool

WHEREAS, the citizens of the City of Apalachicola are firmly committed to quality afterschool programs and opportunities because they:

- Provide safe, challenging, and engaging learning experiences that help children develop social, emotional, physical and academic skills.
- Support working families by ensuring their children are safe and productive after the regular school day ends.
- Build stronger communities by involving students, parents, business leaders and adult volunteers in the lives of young people, thereby promoting positive relationships among youth, families and adults.
- Engage families, schools and community partners in advancing the welfare of our children.

WHEREAS, the Florida Afterschool Network and 21st Century Community Learning Center have provided significant leadership throughout the pandemic to keep kids engaged in learning and meet the needs of families in our community, especially those who need extra support to catch up and accelerate their learning.

WHEREAS, *Lights on Afterschool*, the national celebration of afterschool programs held this year on October 28, 2021, promotes the importance of quality afterschool programs in the lives of children, families and communities.

WHEREAS, approximately 1.5 million children and youth in Florida are waiting right now for a spot in an afterschool program, many of whom have no place to go after school.

WHEREAS, many afterschool programs across the state are facing funding and staffing shortfalls so severe that they are being forced to close their doors and turn off their lights.

WHEREAS, the City of Apalachicola is committed to investing in the health and safety of all young people by providing expanded learning opportunities that will help close the achievement gap and prepare young people to compete in the global economy.

NOW, THEREFORE, I, Mayor Brenda Ash, do hereby proclaim October 28, 2021, as "Lights on Afterschool Day" and commit our City to invest and engage in proven afterschool programs and activities that ensure the lights stay on and the doors stay open for all children after school. Signed this 5th Day of October, 2021.

Brenda Ash, Mayor

Mayor's Report

It's an honor to be chosen as Mayor of Apalachicola. Thank you. Thank you for trusting me with the challenge of leading you, the residents of Apalachicola, and the staff. Thank you, Commissioner Tammy Ray-Hutchinson, for your service. It has indeed been an honor to have worked with you. Your knowledge and perspective have been insightful. I look forward to your continued input in the city government. Congratulations to Commissioner Anita Grove and incoming Commissioner Donna Duncan. I look forward to working with you.

- **October meeting:** The October meeting will begin at 5:45 pm instead of 6:00 pm.
- **Legislative Appropriations/Triumph Grant Workshop:** At the September meeting, a request was made to the Board to submit recommendations for the workshop, which is scheduled for October 19th 4:00 pm.
- **Stormwater:** The city has been inundated with rain and flooding. Many complaints and concerns have been made and heard. City staff and elected officials have heard these complaints. To begin formulating plans, Manager Wade and I toured the city with the engineers:
 - **Short term:** The City will revamp the routine maintenance plan and schedule, prioritizing those areas that require immediate attention.
 - **Long term:** The City has begun the research phase that includes but is not limited to funding and locating the significantly damaged pipes.
- **Work Orders/Complaints:** There is a system in place for residents to make complaints and work order requests:
 - **Requests/Work orders:** Submit all work orders to City Staff-Administration office only. Janelle Paul at janellepaul@cityofapalachicola.com or Melissa Hand at melissahand@cityofapalachicola.com
 - **Complaints/Concerns:** Submit all complaint and concerns to the City Staff-Administration office in writing at complaints@cityofapalachicola.com.
 - **Response Time:** Allow 24-48 hours for non-emergency requests.
- **City Partners Meetings:** Met with Josh Baxley of Dewberry, Alan Hart of Baskerville Donovan, Debra Preble of Kimley-Horn Services, and BOCC Representatives Ricky Jones, Michael Moron and Alan Pierce.

City Manager Report – October 5, 2021

Forbes Street: Repairs have been completed to the sewer line and asphalt milling has been placed on the area, but the contractor is waiting for the milling to settle before completing the project before applying asphalt. This should be completed soon.

Trolley: Mayor Ash and I met with the Chairman and Executive Director of Main Street. An agreement was made that the title to the trolley will be signed over to the City. As of the date of this agenda the signed title has not been delivered to City Hall. I have been assured it will be delivered Monday, October 4, 2021.

Charter Captains Meeting: Commissioner Elliott, Chief Varnes, and I had a productive meeting with a group of local Charter Captains to discuss the Battery Park Ordinance. The results of the meeting are that the Battery Park Ordinance that is presented to the Commission tonight are agreeable to all parties.

Old Library: I would like to meet with each Commissioner to visit the Old Library and consider it as the site for future City Commission and Committee meetings. Improvements can be made to make the building a state-of-the-art meeting location with up-to-date recording technology and video conferencing abilities. The move will also allow the City to rent the Community Center to the public again.

Alley Conditions: Mayor Ash and myself met with engineers from two separate firms to view stormwater issues in the City. Several suggestions by both engineers included work to be performed in the alleys to direct stormwater to storm drains. However, both engineers stated that the work would be futile as long as garbage trucks continue to use the alleys. The City has received a high number of calls in the past two weeks about alley conditions and flooding due to the ruts in the alleys.

Bodiford Park Kayak Launch: The City is preparing a FRDAP to create a kayak launch at the Bodiford Park. The application states that additional points are provided to the applicant if this is mentioned at a public meeting of the Commission.

Finance Director – Leo Bebeau

City Commission Meeting – October 5, 2021 – 5:30pm

1. *Comprehensive Plan Amendment*

I am working with Commissioner Grove and Cindy Clark to present a plan at the November meeting to address the requirements of preparing updated analyses. September, 2021 - The City has to complete the amendment to the comprehensive plan concerning the Vulnerability Analyses that were started in 2017-2018. This amendment did not proceed due to the administration changes and then, the food truck ordinance issues. This needs to be a high priority beginning in October. Additionally, there are new SLIP (Sea Level Impact Projection) analysis requirements effective 7/1/2021 that will be required on many of our projects moving forward.

2. *Fire Hydrants*

Installation of new fire hydrants is underway. Installation be completed by October 8. Then, the City will submit documentation to the DEP to satisfy the outstanding fine.

3. *Grants Update*

- a. Submitted DEP Mitigation Grant Application to increase size of stormwater pipes under Leslie Street. The City continues to make every effort to fund the repairs, even if we have to do it in multiple steps. Leslie Street appeal has been filed with the FDEM. I believe the appeal successfully refutes every point which FEMA used to make the claim ineligible for funding from FEMA for Hurricane Sally. FDEM has until 10/30 to reply.
- b. CDBG-DR Infrastructure – Completed the on-boarding webinar on 9/28. Avenues Stormwater Grant on Track. Scope develop for RFP for Engineering Firms for this \$3.6 million project underway. Kick-Off Meeting Postponed twice.
- c. CDBG-DR Hometown Revitalization – Completed Kick-off Meeting for both projects. Documents should be forthcoming.
- d. HMGP Emergency Generators – Received Award documents for this project. Reviewing and expect to execute next week. Documents should be forthcoming.
- e. HMGP Market Street Vacuum Station – Documents should be forthcoming. Completed demolition of Market Street Pumping Station.
- f. HMGP Stormwater – Modifications vary too much from original scope. No determination has been made concerning acceptance of modifications. Appeal will be filed.
- g. National Park Service – Published RFQ for Historical Architect/ Engineer. Brie Robinson has completed outreach to minority firms. Expect contracts next week

from State of Florida. There is no new roof leak. It was a plumbing problem. Reinstatement of building inspection program has been done. Cotton Warehouse has cleared Tribal review. Initial questions to modify scope have been answered. NPS responded that all references to certain modern finishes had to be removed, i.e. rubber baseboards. Contract documents should arrive next week. RFQ for a Historical Architect needs to be developed and published. HCA - Letters of notification to interested Native American tribes have not had response. The Tribes have 30 days to respond. Cindy Clark has confirmed there are no current outstanding issues with the City of Apalachicola projects. New roof leak has been found in the building which City staff is addressing.

- h. Staff has been unable to develop a plan to meet the requirements of the Stormwater System Maintenance Plan by January 31, 2022. Reports are required for two additional subsequent years. Forms are being generated to provide notice to Public Works of the work required and reported to be provided to the Finance Department so that the report may be compiled.
- i. Michael FEMA Projects – Finance Director must file a quarterly report that indicated little or no progress on many funded claims.
 - i. Lafayette Park and Pier is getting close. FEMA has requested documentation on communication and certain approvals or permits from the Corps of Engineers. Finding documents are critical.
 - ii. Dewberry working on documentation for Scopes on Bodiford Park and the Mill Pond Mooring Basin.
 - iii. 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.
 - iv. Hydra submitted pricing and purchase orders have been placed for them to complete repairs to the pavilion.

4. Community Center

Purchase Orders have been placed with Lewis Roofing. Awaiting scheduling.

5. DEP Grant Applications

No update. - Two applications were filed with the DEP in the latest cycle.

Grant #1 focuses on the need to update the Vulnerability Analysis Report with requirements of the Florida Peril of Flood State. Additional Phases provide for expansion of pervious parking.

Grant #2 is an application for the WWTP totaling \$14.5 million. This grant application also include the report requirements from Grant #1 in the event that the City receives the either of these grants.

6. New DEP Grant Application

Grant awarded. Documentation completed. Purchase order placed with US Submergent to start work. New DEP Grant Application for Grant for Maintenance, Cleaning and Repair of the EQ Tank and SBR Tank at the Wastewater Treatment Plant. 100% funding of \$119,375.00.

All information included in this report is accurate as of September 30, 2021 2:00pm. After that time, information is subject to change.

7. Lafayette Park Lighting

Attorney for Marie Marshall with her attorney have completed documentation of the letter prepared by Dan Hartman. However, specifications and pricing on revised lamp have not been finalized. Marie Marshall has put this on hold the environmentally friendly fixtures that the Adopt-a-Park

Lafayette committee selected as the fixtures are very modern. A new solution is being researched. City Manager and Finance Director have agreed to give them a deadline of Friday, 9/17/2021 to propose alternative or the City want to proceed with completion of the refurbishment project for which we have FEMA funds. This project will convert the fixtures to LED and replace the missing and damaged globes.

8. Disaster Recovery Refuse Removal

City Manager Wade, Commissioner George, Bree Robinson with Leo Bebeau reviewed and selected SDR for the debris removal and TetraTech for the monitoring. Approved by Commission on September 30, 2021. From publication by FEMA, City has received bids for Storm Refuse Removal and Monitoring. The scores for these bids will be compiled this week and board approval of new contract will be at the October 2 meeting.

9. Holy Family

Purchase Orders have been issued for the repairs at Holy Family. Pre-project meeting scheduled for October 20 and start date of November 8. Completion within 30 days of start.

10. **Battery Park** – 10 Foot Hole Seawall – Dewberry has completed package for RFP and awaiting permits.

11. **USDA Water Street Permeable Parking Sidewalk and Lighting** – RFP published today September 30 for Contractor. Contract signed with Duke Energy for new street lights on Avenue G and Water Street.

All information included in this report is accurate as of September 30, 2021 2:00pm. After that time, information is subject to change.

MINUTES OF THE REGULAR MEETING OF THE APALACHICOLA CITY COMMISSION HELD
TUESDAY, SEPTEMBER 7, 2021, 4:00 PM AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT: Mayor Brenda Ash
Commissioner Anita Grove
Commissioner Despina George
Commissioner Adriane Elliott
Interim Commissioner Tammie Ray-Hutchinson

Travis Wade, City Manager
Deborah Guillotte, City Clerk
Leo Bebeau, Finance Director
Dan Hartman, Attorney

CALL TO ORDER

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

AGENDA ADOPTION

Interim Commissioner Tammie Ray-Hutchinson made a motion to adopt the Agenda with the correction to remove Item III, Unfinished Business. Commissioner Anita Grove seconded. Commissioner Despina George requested discussion.

Interim Commissioner Ray-Hutchinson amended her amendment to adopt the Agenda removing Item III, Unfinished Business, and to bring forward Item 10-C under the Consent Order and place it under New Business. Commissioner Grove seconded and the motion carried 5-0.

UNFINISHED BUSINESS

1. FIRST READING OF BATTERY PARK ORDINANCE 2021-03

This item will be placed on the October Agenda, but anyone that would like to discuss this can speak under public comment.

NEW BUSINESS

1. **Chris Holley's Contract** – Manager Travis Wade stated that Chris Holley was kept on as a Contract Consultant working with the City on Grants and has been very helpful. Manager Wade recommends that the City continue his contract services and that his fee be increased to \$2000 per month.

Commissioner George made a motion to approve the renewal of the contract H2 Solutions, LLC, (Chris Holley) with the amendment of increasing the monthly fee to \$2,000. Commissioner Grove seconded and the motion carried 5-0.

PUBLIC COMMENT

Ron Bloodworth spoke for the fishermen on the following issues: 1) disapproval of guide charter captains paying a yearly fee; 2) boat slips not being used should not be empty, they should be rented out; and 3) the number of slips being owned by the same people. Attorney Dan Hartman suggested that any input from the fisherman should be given to Manager Wade and/or Commission Elliott. Manager Wade asked Mr. Bloodworth to contact him and he will meet with them at the Community Center on these issues.

MAYOR AND COMMISSIONER COMMENTS

Mayor's Report – See Attachment "A"

1) October meeting-Swearing In

Interim Commissioner Ray-Hutchinson made a motion to move the October Regular Meeting time to 5:45pm. Commissioner Grove seconded and the motion carried 5-0.

2) Visioning Session – Mayor Ash will get back with the Commission with a later date.

3) Legislative Appropriations – Mayor Ash reminded the Commission that Legislative Appropriations suggestions are due to Manger Wade by September 15th. A Workshop will be held on Tuesday, October 19th at 4:00pm.

Mayor Ash announced that there is a complaint section on the website for anyone needing to contact us with an issue.

Commissioner's Report – See Attachment "B"

Interim Commissioner Ray-Hutchinson thanked the Commission for allowing her to serve on the vacant seat of City Commission until the position was filled.

CITY MANAGER COMMUNICATIONS

City Manager's Report Attachment "C"

Trolley - In a response to a questions by Mayor Ash, Manager Wade stated that the trolley is still in Panama City and the issue of the title is still in the works of being resolved.

HCA Committee Vacancy – Commissioner Grove made a motion that Merrill Livingston fill the vacant position for the HCA Committee. Commissioner Adriane Elliott seconded and the motion carried 5-0.

ATTORNEY COMMUNICATIONS

Addendum to Contract for Solid Waste Services with Waste Pro– See Attachment “D”

Attorney Hartman stated the recommendation from Kessler Consulting is for a nine (9) month extension of the current contract and a rate increase of 5% over the extended term. In a response to a question by Finance Director Bebeau, residential dollar amounts were discussed on the amounts the water bills would be increased. Commissioner Grove stated her concern of the time frame, and that this would put us into 2022 before getting a new Solid Waste Contract.

Commissioner George made a motion to approve the 3rd amendment of the Contract for Solid Waste Services. Motion failed for lack of second. Attorney Hartman stated the current Contract will expire September 30, 2021, and that Waste Pro does have different percentage increases based on the length of the extension and that these increases are due to the shorter time limits.

Commissioner Elliott made a motion to approve the 3rd amendment of the Contract for Solid Waste Services. Commissioner George seconded and the motion carried 5-0.

FINANCE DIRECTOR COMMUNICATIONS

Finance Director’s Report Attachment “E”

2. **Fire Hydrants** - Commissioner Grove made a motion to award the installation of fire hydrants to North Florida Construction in the amount of \$74,000. Commissioner George seconded and the motion carried 5-0.

4. **Community Center** - Commissioner George made a motion to authorize the Contract with Lewis Roofing to replace the Community Center roof in the amount of \$78,201. Commissioner Elliott seconded and the motion carried 5-0.

6. New DEP Grant Application – EQ Tank and SBR Tank Wastewater Treatment Plant

Commissioner Grove made a motion to authorize staff to make application for the DEP Grant for maintenance. Interim Commissioner Ray-Hutchinson seconded and the motion carried 5-0.

7. Lafayette Park Lighting - Commissioner George made a motion to authorize Finance Director Bebeau the authority to give the groups involved with the light fixtures at Lafayette Park a deadline of Friday September 17, 2021, to agree on a plan or the City will proceed under the original plan. Commissioner Elliott seconded and the motion carried 5-0.

CONSENT AGENDA

A. Meeting Minutes Adoption – August 3, 2021 Special Meeting and August 3, 2021 Regular Meeting Minutes.

D. Approve Expenditure to Purchase Dump Trailer (\$12,474.50)

E. Accept the Proposal by 2kweb Group for Website

Commissioner George made a motion to approve the Consent Agenda with Items “B” and “C” being removed. Commissioner Elliott seconded and the motion carried 5-0.

DEPARTMENT REPORTS

ADJOURNMENT

Commissioner Elliott made a motion to adjourn the meeting. Commissioner George seconded and the motion carried 5-0.

Brenda Ash, Mayor

Deborah Guillotte, City Clerk

Mayor's Report

It's that time of the year. What time is it? It's **VOTEing Time!!!** Voting will be held **September 7th** at the National Guard Armory. Don't allow the single race to keep you home - **GO VOTE and take someone with you.**

Huge SHOUT OUT to Finance Director Leo Bebeau and the grant team that pulled together the massive undertaking of the CDBG-DR grant-\$5.2M award and all the other grants that are in the pike.

We were fortunate to have survived Tropical Storm Fred with very minimal disruptions. Our sister states, not so fortunate as Hurricane Ida wreaked havoc and devastation. I implore you to make donations to any of the reputable disaster relief agencies and continue to pray.

GET VACCINATED and MASK UP!! As the mask debate continues, please be respectful and considerate by displaying the following fundamental actions and attitudes: **We are to love our neighbor as we love ourselves. We are to treat others the way that we want to be treated.** Life. Liberty. Pursuit of happiness. We are all entitled and have rights. To the medical frontline personnel: Your courage and sacrifice are to be commended. Thank you! Thank you for caring for our community. To the grieving families: My condolences. May God grant you peace and comfort like only He can.

- **October meeting-Swearing In:** The swearing ceremony will be held at the October 5th meeting. The three (3) seats are Mayor, Commissioner Seat 3 and Commissioner Seat 4. I'm requesting that meeting time change from 6:00 pm to 5:45 pm. **(ACTION)**
- **Visioning Session:** As discussed in the August meeting, Keith Bowers has been contacted and is available to facilitate the 2nd visioning session during the last week of October (presentation can be found in the August packet). **(DISCUSSION-Date/Time selection)**
- **Representative Jason Shoaf-Legislative Appropriations:** Commissioners should submit ideas to Manager Wade for prioritizing and further discussion. Submit those on or before September 15th. A workshop will be held in October as submission deadline is in November. Also, please submit your ideas for the **TRIUMPH** grant. **(REQUEST & Discussion for Date/Time of workshop)**
 - Allotted 7 slots for his entire district
 - In the process of scheduling a community meeting- September 15th
- **State of Emergency – Fred:** Executed State of Emergency Proclamation, as did the State and FCBOCC. **(INFORMATION)**
- **Staff Communication Protocol:** In order to make sure that residents requests are handled timely, please use the following communication **protocol:**
 - **Requests/Work orders:** Submit all work orders to City Staff-Administration office only.
 - **Complaints/Concerns:** Submit all complaint and concerns to the City Staff-Administration office in writing. One of the Clerk's assistants will make sure

those are forwarded to the appropriate department. The assistant(s) will provide a response to the resident.

- **City Manager:** City Manager will respond in a timely manner but be advised it may not be the same day as his duties/responsibilities are vast. Please be patient and respectful.
 - **Response Time:** Allow 24-48 hours for non-emergency requests.
 - **Commissioners:** Feel free to continue to email/call your elected officials for advice and assistance.
-
- **Headstart:** Manager Wade and I met with Tim Center to discuss and to resolve the miscommunication issue that stems around the use of the building and the ongoing construction project. (UPDATE)
 - 6th Street Building: A 6-month extension between the COA and Headstart will be executed.
 - Classrooms: In order to move forward, Headstart needs 4 rooms. The four exterior rooms are acceptable.
 - Bathrooms: There is a section on the backside of the existing bathrooms that will suffice for the construction of the children's bathroom. Adults will have access to the existing bathrooms.
 - Lease Agreement: Manager Wade and Director Tim Center will negotiate the lease, the lease amount based on space, and acceptable improvements.
 - Plans: The plans for improvements will be agreed upon by Manager Wade and Director Center.
 - Commissioners should be briefed on the process prior to permitting.
 - Permits will be issued
 - Construction will begin
 - Bring Me a Book: M. Watts, Director Center, Manager Wade, and Mayor Ash will meet later to discuss Bring Me a Book relocation, if necessary.

 - **City Partners:** Met with Josh Baxley of Dewberry and Chris Gouras of Gouras & Associates, and an impromptu meeting with TRIUMPH member Matt Terry.

Commission Grove Report for August 2021

Met with Manager Wade and Finance Director BeBeau multiple times via phone and in person throughout August. Topics included:

Met with Traci Buzbee and Finance Director Bebeau to update the city's Local Mitigation Strategy (LMS). The list LMS contains needed infrastructure repairs that would mitigate future storm damage. The list is used by FEMA/FL Division of Emergency Management the prioritize funding for mitigation projects. It must be on the list to be funded. The city has not updated the list since 2019. Covid-19 postponed many of the meetings in 2020. Ms. Buzbee, Mr. BeBeau and I with the Franklin County LMS team on August 25th and added new items to the list and took off the generators and stormwater projects that have recently been funded. This is an ongoing process.

Throughout the summer I have had numerous calls and emails about the stormwater issues on Ave L and 17th Street, Denton Cove. I discussed the situation multiple times with Manager Wade and our engineer/planner Gina. Manager Wade purposed bringing in our Code Enforcement Officer to help monitor the situation and alert Gina if policies are not followed.

Discussed with Manager Wade the resolution of the Buy-Rite parking lot and the relocation of the dumpsters on Commerce Street.

Working with Attorney Hartman to discover the status of the resolution of the McChesney 76 Avenue G fill issue. Sent Mr. Hartman multiple emails from 2019 for his files.

City Manager Updates – September 7, 2021

Consent Orders: I had a call with FDEP who asked for a copy of the structural integrity report. The report recommends some expensive repairs that I would rather not undertake if we are going to demolish the headworks when we build a new Wastewater Treatment Plant. I engaged Dewberry to assist in responding to FDEP's concerns, and after a site visit to the WWTP a Dewberry Engineer drafted a letter that I sent to FDEP stating that it is their opinion that a new plant will prevent the need for the suggested repairs. I am still awaiting a response to this letter

Forbes Street: Jason White Construction has stated that they will begin the project during the week of September 13 through 17.

Trolley: There has been no progress on the trolley debacle.

Florida League of Cities Annual Conference: I attended the FLC Annual Conference from August 11 through August 14. I spent a lot of my time networking with other City Officials and learning about how they conduct business in their Cities. I attended an Ethics training class (coincidentally the instructor had previously been a witness in one of my Ethics Investigations), I also attended a course titled "Navigating the Council-Manager Relationship," among other courses. I felt like the time was well spent and I came away from the trip with new contacts that I have already reached out to for assistance and knowledge that has begun to help me already as well.

Denton Cove: I met with Gena Johnson, our contract Planner, who agreed to provide Code Enforcement Officer Joe Richey with instructions on how to perform regular inspections of the Denton Cove project site, including the storm water retention pond. Mr. Richey has been eager to assist in this matter and Gena has visited the site with him. In addition to regular inspections, he will perform inspections after events such as heavy rains and storms.

ATTORNEY REPORT

TO: City Commission, City of Apalachicola
FROM: Daniel W. Hartman, Esq.
DATE: September 2021
SUBJ: City Attorney Report for Commission Meeting

1. Addendum to Contract for Solid Waste Services

At the Commission meeting in August 2021 the Commission directed my office to prepare for their review a written addendum to the current contract with WastePro which reflected the extension terms negotiated and discussed at the meeting. A copy of this 3rd addendum is contained in the Agenda package. The addendum provides for a nine (9) month extension of the Current contract and a rate increase of 5% over that extended term. The current Contract expires on September 30, 2021.

The City's Solid Waste consultant (Kessler Consulting) advised that additional time was required to properly prepare, issue and evaluate bid documents and bid responses/proposals for Solid Waste services. A number of options were provided by WastePro related to length of extension and corresponding rate increase for the extension period. A shorter extension corresponding with a greater increase in rates. Through negotiation and consultation with consultants and staff it was agreed that a nine (9) month extension would provide the time necessary to ensure continuity of service at a reasonable rate.

This third Addendum will not be effective until approved by the City Commission and signed by both parties.

Finance Director – Leo Bebeau

City Commission Meeting – August 3, 2021 – 4:00pm

1. *Comprehensive Plan Amendment*

The City has to complete the amendment to the comprehensive plan concerning the Vulnerability Analyses that were started in 2017-2018. This amendment did not proceed due to the administration changes and then, the food truck ordinance issues. This needs to be a high priority beginning in October. Additionally, there are new SLIP (Sea Level Impact Projection) analysis requirements effective 7/1/2021 that will be required on many of our projects moving forward.

2. *Fire Hydrants*

Board Action - Request to Award Installation of Fire Hydrants to North Florida Construction. \$74,000.00.

The City requested and obtained approval from the DEP to replace 30 fire hydrants in satisfaction of fines in the amount of \$63,400.00. Agreement requires hydrants be installed by 11/15/2021. In-kind projects require a project to be 150% or more than the fine to be satisfied or \$95,100.00.

Original estimates for the project included estimates:

Jason White Construction –	Installation - \$52,500.00
Lanier Municipal Supply –	Hydrants - \$48,750.00
	Total - \$101,250.00

After rejecting all bids from the first RFP as they all exceeded the budgeted more than 225%, a new solicitation was issued. In both solicitations Jason White Construction failed to respond to either RFQ.

On the new solicitation – North Florida Construction is the low bidder. Their price is \$21,500 or 40.1%.

New Project Price - \$122,750.00

3. *Grants Update*

- a. Leslie Street appeal has been filed with the FDEM. I believe the appeal successfully refutes every point which FEMA used to make the claim ineligible for funding from FEMA for Hurricane Sally. FDEM has until 10/30 to reply.
- b. CDBG-DR Infrastructure – Avenues Stormwater Grant on Track. Scope develop for RFP for Engineering Firms for this \$3.6 million project underway. Kick-Off Meeting Postponed twice.
- c. CDBG-DR Hometown Revitalization – Completed Kick-off Meeting for both projects. Documents should be forthcoming.
- d. HMGP Emergency Generators – Documents should be forthcoming.
- e. HMGP Market Street Vacuum Station – Documents should be forthcoming. Completed demolition of Market Street Pumping Station.
- f. HMGP Stormwater – Modifications vary too much from original scope No determination has been made concerning acceptance of modifications. Appeal will be filed.
- g. Cotton Warehouse has cleared Tribal documentation. Initial questions to modify scope have been answered. NPS responded that all references to certain modern finishes had to be removed, i.e. rubber baseboards. Contract documents should arrive soon. RFQ for a Historical Architect needs to be developed and published. HCA - Letters of notification to interested Native American tribes have not had response. The Tribes have 30 days to respond. Cindy Clark has confirmed there are no current outstanding issues with the City of Apalachicola projects. New roof leak has been found in the building which City staff is addressing.
- h. Avenue G project is nearing completion Report of Activities under the Stormwater System Maintenance Plan by January 31, 2022. Reports are required for two additional subsequent years. Forms are being generated to provide notice to Public Works of the work required and reported to be provided to the Finance Department so that the report may be compiled.
- i. Michael FEMA Projects – Finance Director must file a quarterly report that indicated little or no progress on many funded claims.
 - i. **Lafayette Park and Pier is getting close. FEMA has requested documentation on communication and certain approvals or permits from the Corps of Engineers. Finding documents are critical.**
 - ii. Dewberry working on documentation for Scopes on Bodiford Park and the Mill Pond Mooring Basin.
 - iii. Battery Park V Pier has sparked interest at FEMA even though there has been no determination form NFWS concerning the habitat of the endangered sawfish. Three pages of questions have been answered.
 - iv. Plans for completing the Lafayette Park Pier Pavilion are progressing.

4. Community Center

The City has approximately \$22,818 from FEMA, \$3,803 from the State of Florida and \$30,160 from insurance proceeds for replacement of the roof. Total project cost from low bidder is \$78,201. Shortfall - \$21,420. FEMA may elect to adjust budget and reimburse 75% of this difference upon project completion and documentation submission. **Board Action** – Commission to authorize contract with Lewis Roofing, low bidder after two solicitations, to replace Community Center Roof. FEMA has acknowledged that 75% of the \$21,420 shortfall may be reimbursed by FEMA, however, the reimbursement is not guaranteed.

5. DEP Grant Applications – September 1, 2021

Two applications were filed with the DEP in the latest cycle. Grant #1 focuses on the need to update the Vulnerability Analysis Report with requirements of the Florida Peril of Flood State. Additional Phases provide for expansion of pervious parking. Grant #2 is an application for the WWTP totaling \$14.5 million. This grant application also include the report requirements from Grant #1 in the event that the City receives the either of these grants.

6. New DEP Grant Application

New DEP Grant Application for Grant for Maintenance, Cleaning and Repair of the EQ Tank and SBR Tank at the Wastewater Treatment Plant. 100% funding of \$119,375.00. **Board Action** – Direct Staff to make application for this 100% Grant.

7. Lafayette Park Lighting

Marie Marshall has put this on hold the environmentally friendly fixtures that the Adopt-a-Park Lafayette committee selected as the fixtures are very modern. A new solution is being researched. City Manager and Finance Director have agreed to give them a deadline of Friday, 9/17/2021 to propose alternative or the City want to proceed with completion of the refurbishment project for which we have FEMA funds. This project will convert the fixtures to LED and replace the missing and damaged globes.

8. Disaster Recovery Refuse Removal

From publication by FEMA, City has received bids for Storm Refuse Removal and Monitoring. The scores for these bids will be compiled this week and board approval of new contract will be at the October 2 meeting.

MINUTES OF THE EMERGENCY MEETING ALACHICOLA CITY COMMISSION HELD
TUESDAY, SEPTEMBER 8, 2021, 4:30 PM AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT: Mayor Brenda Ash
Commissioner Anita Grove
Commissioner Despina George
Commissioner Adriane Elliott
Interim Commissioner Tammie Ray-Hutchinson

Travis Wade, City Manager
Deborah Guillotte, City Clerk
Leo Bebeau, Finance Director

CALL TO ORDER

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

APPROVAL OF MATCHING GRANT – RESOLUTION 2021-11

Finance Director Leo Bebeau stated this meeting is to approve CDBG-DR matching funds for the Application for the Infrastructure Round II Grant, of approximately \$4 million. This is for relocation and replacement of the headworks at the Wastewater Treatment Plant, which the City commits to a match of 5%, or approximately \$200,000. Mr. Bebeau stated that a Resolution is required for this Grant and is requesting the adoption of Resolution 2021-11.

In a response to a question by Mayor Ash, Finance Director Bebeau stated we have already placed two applications with FDEP for formative and directives. The \$10 million next segment is for the SBR tanks, which are vulnerable during storms, due to being in the flood zone.

Commissioner Anita Grove made a motion to apply for the CDBG-DR for approximately 4 to 4.2 million, with a match of 5%, or approximately \$200,000.

Commissioner Grove made a motion to amend her original request to apply for the CDBG-DR Grant from 14 million to approximately 4 million for the relocation and replacement of the headworks at the Wastewater Treatment Plant, and that the Commission commits to a match of 5%, not to exceed \$200,000 and to approve Resolution 2021-11. Commissioner Despina George seconded and the motion carried 5-0.

ADJOURNMENT

There being no further business the meeting was adjourned.

Brenda Ash, Mayor

Deborah Guillotte, City Clerk

MINUTES OF THE BUDGET WORKSHOP OF THE APALACHICOLA CITY COMMISSION HELD
TUESDAY, SEPTEMBER 8, 2021, 5:01 PM AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT: Mayor Brenda Ash
Commissioner Anita Grove
Commissioner Despina George
Commissioner Adriane Elliott
Interim Commissioner Tammie Ray-Hutchinson

Travis Wade, City Manager
Deborah Guillotte, City Clerk
Leo Bebeau, Finance Director

Mayor Brenda Ash called the Budget workshop to order.

BUDGET WORKSHOP

Finance Bebeau reviewed changes and corrections of the Fee Schedule: 1) Facility and Park Rentals – Our buildings and parks need to support themselves for the upkeep of the buildings; non-refundable security deposits compared to refundable; write a policy for city properties - Commissioner Anita Grove volunteered to help prepare the policy; HCA rentals; 2) Golf cart registration fee – annual fee per year, no pro-rate after midyear as in the past; 3) Riverfront Park Transient Fees – increase to \$2.00 per foot to keep up with other marinas; 4) Battery Park Marina – matches fee schedule that has been proposed in the revised Ordinance, except for boat launch fees for charter captains, and live a boards; 5) All other categories are unchanged; 6) EPCI – changed to EPCI’s current rate schedule; 7) Stormwater Permit Impact Fees – The City has not been charging, but this fee will be enforced as a one-time fee that will be levied on each City building permit that is equivalent to five years of the standard utility billing rate, Commissioner Grove stated that the stormwater utility fees were to help bring in monies to improve the maintenance of pipes and drains; 8) Food Truck Event Permit verbiage – Commissioner Adriane Elliott expressed her concern of the Food Truck Ordinance and not double permitting or gouging – Interim-Commissioner Tammie Ray-Hutchinson suggested possibly changing verbiage to “registration requirement” - Attorney Dan Hartman will review; 9) Library Board Fees – need Services reviewed – the fees seem high; 10) stormwater monthly fee; 11) Utilities – meter box fee for destruction after being destroyed by vehicles; 12) Road bores – for tap fees; 13) Water rates Residential and Commercial –

3% increase; 14) Water bills and cut offs – penalty fees; 15) Dead Receivables – City is trying to get removed from the books; 16) Solid Waste – 5% increase effective in November; 17) Wages and benefits schedule – bringing low income to \$15 minimum wage; increase to police to match county salaries; 18) Retirement and Insurances; 19) Employee phones; 20) City Planner Position at \$45,000 – Commissioner Grove suggests \$48,000 plus benefits; 21) Cost of Living Increase – 3% - Commissioner Elliott suggests possibly 4 to 5 percent; 22) Revenue Projections 2021-2022 – roll back rate takes the ad valorem taxes to 1,575,000 and if we hold to the current tax rate of the 9.0001% the ad valorem taxes are 1,671,000 – approximately \$96,000 difference; 23) MSBU monies – fire protection and training; 24) 2021-2022 Draft Budget not available at this time – Mayor Ash requests a copy of the draft budget FY 2021-22 at the next meeting – The Commissioner would like to see 9.0001%, roll back 8.4816%, 8% and 8.5%; 25) Budget Public Hearing – scheduled for Thursday 16th at 5:01pm – Finance Director Bebeau stated we need to prioritize capital expenditures; 26) fire hydrant replacement; 27) Tree Committee – Re-forestation Fee. Mayor Ash stated that William “Bill” and Catherine Avery donated \$500 to assist in purchasing additional picnic tables for Battery Park Marina due to their love of this park, and the City is very appreciative of this.

ADJOURNMENT

Commissioner Elliott made a motion to adjourn the meeting. Commissioner Ray-Hutchinson seconded and the motion carried 5-0.

Brenda Ash, Mayor

Deborah Guillotte, City Clerk

MINUTES OF THE BUDGET WORKSHOP OF THE APALACHICOLA CITY COMMISSION HELD
TUESDAY, SEPTEMBER 16, 2021, 5:01 PM AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT: Mayor Brenda Ash
Commissioner Anita Grove
Commissioner Despina George
Commissioner Adriane Elliott
Interim Commissioner Tammie Ray-Hutchinson
Travis Wade, City Manager
Leo Bebeau, Finance Director

Mayor Brenda Ash called the Budget meeting to order.

BUDGET WORKSHOP

Finance Director Leo Bebeau reviewed changes and corrections of the Fee Schedule.

Mr. Bebeau stated that the Commission needs to set the millage rate, and he reviewed the City roll back rate at 8.4816, the city staff recommended rate which is the hold rate at 9.0001, and the tentative adopted rate at 9.5000. Commissioner's Despina George, Adriane Elliott and Tammie Ray-Hutchinson recommends the 9.0001. Commissioner Anita Grove would like to see the roll back rate, but also recommends the 9.0001.

Commissioner George made a motion to approve staffs recommended millage rate of 9.0001. Commissioner Ray-Hutchinson seconded and the motion carried 5-0.

Mr. Bebeau reviewed each department's revenues as follows: 1) Solid Waste – sanitation fees 5% increase across the billing numbers for the first nine months of this fiscal year. It has been determined that the City is paying 40 to 50 percent below what rates should be, and that they will go up a substantial amount. Mr. Bebeau has budgeted for the last quarter of the year a 20% increase; 2) Grants are not included in the budget, they are listed on the right hand side of the budget; 3) Revolving Loan - David Walker has two payments and Mel Livingston has one payment, once these are paid there will be no activity in this fund, and we will need to look at future programs; 4) Mr. Bebeau stated that Auditor Chris Moran said that all funds in the carry forward are designed to be spent on certain projects that are

one time projects. If the City does not have any of these monies next year on our budget or any other type of special funds, we will not have monies to do these special kinds of improvements or repair projects. The City will not be firing employees, asking that they take pay cuts, nor reducing city services. Mr. Bebeau stated that everything this carry forward money is used for are things needing to be done in Apalachicola, but they do not affect the day to day and month to month running of the business of Apalachicola, the employees of Apalachicola or the services we provide to the citizens of Apalachicola; 5) Deficits and Surplus – Fire hydrant project; 6) Cost of Living Raise 2.5%; 7) Asset Schedule within the next couple weeks; 8) Wastewater – flovac vacuum controllers; 9) 9th Street VAC station controls and generator; 10) Denton Cove - water and sewer tap revenues all in this fiscal year are cleared out, with the City ending up with approximately \$25,000 to cover \$150,000 worth of taps; 11) Battery Park Marina – waiting on the final Ordinance to get adopted; Seawall – waiting to hear back from Dewberry; Electrical Posts - almost complete; 12) Scipio Creek – electrical repairs – working on this issue; future projects will be discussed at each monthly meeting; 13) Project Impact – Received their new sign-off letter for the new budget, which is the same as last year; 14) CRA – I will have a more detailed budget at the CRA meeting next Tuesday.

Mr. Bebeau reviewed the expenses of each of the following: 1) Administration – merit raises; Utility billing software; 2) Facilities – improvements of buildings and assets; starting reserve programs for city structures; Raney House – we are expecting to get some funds; 3) Fire – volunteer compensation increased to \$30,000; MSBU funding from the County should be used for training and fire protection equipment; repair of the fire department kitchen; ISO testing – no fee; 4) Governing Body – insurance still being reviewed, and those not applicable will be deleted from budget; Website maintenance added; 5) Library – Full time librarian and one full time assistant employee; 6) Parks and Recreation – increased Adopt a Park for equipment (garbage bags, rakes, etc.); HCA Museum – restricted phone line; 7) Police Department – raises to keep up with the County; one new police car; equipment – radars, tazor guns, etc. need to be replaced; 8) Public Works – two new employees; increase of supplies and maintenance; tree maintenance and reforestation fund; Capital Outlay – LOGT monies for sidewalk repairs; Stormwater repairs; 9) Zoning

and Code Enforcement – City Planner position; Permitting Services – City position; 10) Wages and Benefits Schedule.

ADJOURNMENT

Commissioner Elliott made a motion to adjourn the meeting. Commissioner George seconded and the motion carried 5-0.

Brenda Ash, Mayor

Deborah Guillotte, City Clerk

MINUTES OF THE PUBLIC HEARING AND SPECIAL MEETING ALACHICOLA CITY
COMMISSION HELD TUESDAY, SEPTEMBER 22, 2021, 5:01 PM AT THE APALACHICOLA
COMMUNITY CENTER.

PRESENT: Mayor Brenda Ash
Commissioner Anita Grove
Commissioner Despina George
Commissioner Adriane Elliott
Interim Commissioner Tammie Ray-Hutchinson

Travis Wade, City Manager
Deborah Guillotte, City Clerk
Leo Bebeau, Finance Director

CALL TO ORDER

Mayor Brenda Ash called the meeting to order.

PUBLIC HEARING – FY 2021-2022 BUDGET

Finance Director Leo Bebeau read by title and the following statement.

City of Apalachicola 2021-2022 Fiscal Year budget information:

Section 1. General Fund Expenditures: 4,707,771
Section 2. General Fund Revenues: 4,707,771
Section 3. General fund Reserve and Carry Forward
Section 4. Enterprise Fund Expenses: 3,973,337
Section 5. Enterprise Fund Revenues: 4,163,617
Section 6. Enterprise Fund Reserves and Carry Forward:
Section 7. Special Revenue Fund Expenses: 98,224
Section 8. Special Revenue Fund Revenues: 98,224
Section 9. Attaches the Fee Schedule to the Ordinance
Section 10. Announces the dates of publication and all workshops, hearings and readings
Section 11. Affirms the millage rate at 9.0001 mills
Section 12. Ordinance will immediately take effect upon adoption by the Commission

Millage Rate is a 9.0001 hold rate.

Mayor Ash asked the Commission for their comments. The Commission had no comments.

SPECIAL MEETING

ORDINANCE 2021-04 – FIRST READING OF FISCAL YEAR 2021-2022 BUDGET

Finance Director Bebeau read Ordinance 2021-04 by title.

Commissioner Despina George made a motion to approve the first reading of Ordinance 2021-04 and proceed with adoption process. Commissioner Adriane Elliott seconded and the motion carried 5-0.

ADJOURNMENT

Commissioner Tammie Ray-Hutchinson made a motion to adjourn the meeting. Commissioner George seconded and the motion carried 5-0.

Brenda Ash, Mayor

Deborah Guillotte, City Clerk

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
REGULAR MEETING
MONDAY, September 20th, 2021
Community Center/ City Hall -1 Bay Avenue
Agenda

Regular Meeting: 6:00 pm

Attendance: Al Ingle, Jim Bachrach, Bobby Miller, Lee McLemore, Dan Hartman

1. Approval of July 12th, 2021 regular meeting minutes.

Tabled – minutes not available for review

2. Review, Discussion and Decision for Brick Walkway/Yard Improvements. **(Historic District) (R-1) @ 54 15th St.**, Block 97, Lot 4. For B. Scarpa-Owner; Contractor: Tbd

Motion to approve by Jim Bachrach; 2nd by Lee McLemore. All in favor.

***Note:**

With understanding that permission must be obtained from the City to do work on City right-of-way and damage done to improvements on city-right-way will be at owner's expense.

3. Review, Discussion and Decision for Porch Expansion/Renovation. **(Historic District) (R-1) @ 113 10th St.** Block 70, Lot 8. For L. Shiver-Owner; Contractor: James Pendleton

Motion to approve by Bobby Miller; 2nd by Jim Bachrach. All in favor.

4. Review, Discussion and Decision for Shotgun House. **(R-3) @ 242 23rd Ave**, Block 233, Lots 20-21. For Huckeba/Owens–Owners; Contractor: Tbd

Motion to approve by Jim Bachrach; 2nd by Bobby Miller. All in favor.

5. Review, Discussion and Decision for New Residence. **(R-2) @ 164 Ave J.** Block 139, Lot 6. For W. Darnell-Owner; Contractor: Owner

Motion to approve by Jim Bachrach; 2nd by Lee McLemore. All in favor.

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
REGULAR MEETING
MONDAY, September 20th, 2021
Community Center/ City Hall -1 Bay Avenue
Agenda

6. Presentation, Discussion about Bay Colony/Prado Water Mitigation. (R-2)

Presentation: Existing issues with flooding at Bay Colony Subdivision.

Request for support and water management at the planned construction site North of the Bay Colony Subdivision.

Comment: Development proposal upcoming so we need to pay special close attention to alleviate these issues/concerns.

Other/New Business: Request for Code Enforcement Representation at P&Z meetings.

Motion to Adjourn: Jim Bachrach; 2nd by Bobby Miller

Chairman, Al Ingle

CITY OF APALACHICOLA
ADMINISTRATION DEPARTMENT
September 2021

- Updated meeting calendar on website
- Complete all quarterly Payroll Reports.
- Payroll Quick Books
- Finance Clerk posted revenues and expenses
- Assist staff with tree applications, utility bill issues
- Staff assisted with Cemetery, utility bills, garbage, permitting issues, city property rentals and other miscellaneous duties
- Billing Clerk assists the City Manager, City Clerk and Finance Director as needed, works front office with water bill collections, cemetery lot sales, assists water and sewer department as needed
- Completed tasks as assigned by the City Manager
- Public Records Request
- Annual golf cart sticker renewals
- Business License Renewal Notices and processing by City staff
- Election duties

93 work orders issued and 73 work orders completed

2363 payments processed

2041 bills mailed

151 cut-off list

Approximately 300 Invoices and cut 208 accounts payable checks processed

Police Report - September 2021

September has been a fairly slow month for us as schools are back in and not as much out of town traffic. We have an increase in traffic stops due to an increase in stops for golf carts. We continue to increase presence in residential neighborhoods, especially during night hours. Surprisingly, with all the rain we have had in the last few weeks, traffic accidents remained low in number.

Sep-21 Totals

Traffic Stops/ Warnings/ citations	33	
Arrests/ Warrant Requests	4	
Traffic Accidents	3	
Burglary/Theft calls	2	
Assist Citizens/ Complaints/investigations		503
Trespass Warnings/agreements	6	
Business alarm calls/building checks/welfare checks		638
assist county call/other agencies	41	
Assist Animal control	2	
Domestic cases involving violence/disturbance calls		3
Drugs	0	
Total calls from dispatch	1473	

APALACHICOLA VOLUNTEER
FIRE/RESCUE
JULY 2021 – 25 Calls

Bi-Monthly Report

1. Accidents	<u>0</u>	8. Life Flights	<u>2</u>
2. Life Assist EMS	<u>16</u>	9. Search/Rescue	<u> </u>
3. Bi-Mo. Meetings	<u>2</u>	10. Training	<u>1</u>
4. Brush Fires	<u>2</u>	11. Transformer Fires	<u> </u>
5. House Fires	<u> </u>	12. Cars	<u> </u>
6. Fund Raisers	<u> </u>	13. 1 st Responder Calls	<u>34</u>
7. Gas Leaks	<u> </u>		

FIREFIGHTER ATTENDANCE

1. George Watkins	<u>10</u>	11. Holden Foley	<u>0</u>
2. Fonda Davis	<u>4</u>	12. Avery Scott	<u>2</u>
3. Ginger Creamer	<u>17</u>	13. Bruce Hoffman	<u>25</u>
4. Albert Floyd	<u>7</u>	14. Ashley Teat	<u>0</u>
5. Rhett Butler	<u>9</u>	15. Anthony Croom	<u>2</u>
6. Mark Creamer	<u>0</u>	16. Michael Taylor	<u>0</u>
7. Palmer Philyaw	<u>0</u>	17. Brooke Newell	<u>3</u>
8. Mike Vroegop	<u>0</u>	18. Shannon Segree	<u>7</u>
9. Troy Segree	<u>16</u>	19. Adam Joseph	<u>3</u>
10. Rick Hernandez	<u>1</u>	20. Craig Gibson	<u>5</u>
		21. Chris Love	<u>3</u>

Additional Notes:

Recorded by: _____

Date: _____

APALACHICOLA VOLUNTEER
FIRE/RESCUE
AUGUST 2021 – 24 Calls

Bi-Monthly Report

1. Accidents	<u>2</u>	8. Life Flights	<u>2</u>
2. Life Assist EMS	<u>16</u>	9. Search/Rescue	<u> </u>
3. Bi-Mo. Meetings	<u>2</u>	10. Training	<u>1</u>
4. Brush Fires	<u>1</u>	11. Transformer Fires	<u> </u>
5. House Fires	<u> </u>	12. Cars	<u> </u>
6. Fund Raisers	<u> </u>	13. 1 st Responder Calls	<u>58</u>
7. Gas Leaks	<u> </u>		

FIREFIGHTER ATTENDANCE

1. George Watkins	<u>5</u>	11. Holden Foley	<u>0</u>
2. Fonda Davis	<u>5</u>	12. Avery Scott	<u>2</u>
3. Ginger Creamer	<u>13</u>	13. Bruce Hoffman	<u>14</u>
4. Albert Floyd	<u>4</u>	14. Ashley Teat	<u>0</u>
5. Rhett Butler	<u>5</u>	15. Anthony Croom	<u>2</u>
6. Mark Creamer	<u>0</u>	16. Chris Love	<u>2</u>
7. Palmer Philyaw	<u>0</u>	17. Brooke Newell	<u>2</u>
8. Mike Vroegop	<u>0</u>	18. Shannon Segree	<u>9</u>
9. Troy Segree	<u>19</u>	19. Adam Joseph	<u>2</u>
10. Rick Hernandez	<u>1</u>	20. Craig Gibson	<u>8</u>

Additional Notes:

Recorded by: _____

Date: _____

City of Apalachicola

Code Enforcement Officer

Activity Report – September 2021



- Received several potential code violation complaints on various issues such as illegal dumping in city r/o/w; non-compliant signage; zoning compliance issues and inquiry's, etc.
- Six (6) bandit signs removed from within City & State right-of-way(s).
- Mailed business license renewal notices to affected businesses and companies conducting business within the city limits.
- Mailed sidewalk permit applications in conjunction with business license mail-out notices to affected downtown businesses and shops.
- Assisted as needed with issues associated with minor flooding & drainage issues due to recent heavy rainfall events.
- Two (2) tree removal applications processed (city initiated).
- Seven (7) tree removal applications processed (private citizen initiated).
- Conducted periodic weekly inspection of Denton Cove development project in order to monitor and ensure storm water compliance.
- Attended scheduled monthly September Tree Committee meeting.
- Assist Tree Committee with Tree City USA application renewal.

CITY OF APALACHICOLA
BUILDING DEPARTMENT – PERMITTING & INSPECTIONS
September 2021

- 5 Building Permits in Process
- 39 Building Permits Issued
- 80 Building Inspections
- 34 Certificates of Completion Issued
- 3 Certificate of Occupancy Issued
- 1 Stop Work Order
- Numerous Phone Inquiries & Emails Answered
- Several On-Site Meetings
- Daily Office Meetings
- Records Requests

Monthly Report for the
Apalachicola Margaret Key Library
September 2021

Statistics:

- 575 patrons have been given assistance
- 419 books/movies/audiobooks were circulated
- 25 new accounts were opened
- 120 patrons have used our computers
- \$345.30 was collected as library revenue
- 50 items were donated to the library
- 67 hours have been donated by our wonderful volunteers
- 5321 people have been reached with 7 Facebook posts
- 17 accounts have been reached with 5 Instagram posts

We have a new Library Director! Lucy Carter is now in charge of our wonderful library; she has hit the ground running. Lucy brings a wealth of knowledge and ideas. So far, she has lowered some fees for patrons and beautifully redesigned our website. She is seeking the library's reinstatement in the Panhandle Library Access Network (PLAN) and the Florida Library Information Network (FLIN) and is meeting with Wilderness Coast Library Directors this week.

September is Library Card Sign-Up Month, and we have been celebrating by signing up new patrons. We've signed up 25 new cards this month. This is an increase of nearly 200% over last month! Thanks to Lucy, we now offer patrons the option to register to vote, when they ask for a library card.

On Sundays, a Master Gardener volunteer answers questions about gardening from 1:00-3:00p.m. This volunteer is sponsored by the University of Florida IFAS Franklin Extension office and the Florida Master Gardener Volunteers. Patrons are able to pick up free seeds at the library with our Seed Library which has been generously provided by The Reserve, the Friends of the Reserve, and the Franklin County Master Gardener volunteers, to help the pollinators in our area. In October, our volunteer will be stocking seeds for winter gardening.

Six volunteers have generously helped us this month. Celia Winterringer continues to sort and process book, audiobook, and puzzle donations. Richard Lenhart continues to maintain order within our bookshelves, and kindly helped decorate the library for the fall season. Karen Kessel, from Bring Me A Book Franklin, continues to host Books for Babies and Sunset Stories on Tuesdays at 10:00a.m. and 5:30p.m. The kids always have fun at her events.

Library hours are 10:00 a.m. to 5:00 p.m., Monday - Friday and Sundays from 1:00-5:00 p.m. We help patrons with reading, writing, and learning; as well as a suite of print/copy/scan/fax/and notary services. We continue to loan books, audiobooks, movies, puzzles, and items from our Library of Things. In these days of the COVID-19 pandemic, we strongly suggest masks be worn in the library to protect those most vulnerable in our community.

Lucy Carter, Library Director

Isel Sánchez-Whiteley, Library Assistant

Wastewater Treatment Plant

Monthly Report

September 2021

- . We treated 13,450,000 gal of wastewater.
- . Started feeding Degreaser into the flow at the Vac. Station and Sylvester Williams , Ellis Van Fleet Lift Station to help with grease at the Headworks at the Wastewater Plant
- . Three times during the Month we had high flows that caused us to have to Operate the Plant in Manual to keep it out of Storm Mode.
- . 9/14 # 1 Disc Filter not working in Auto. Found some loose Common wire connections that fixed it.
- . 9/22 Pulled #2 Booster pump at Pal Rivers Pump Station to be Rebuilt or Replaced.
- . 9/28 Pumping down # 1 SBR tank getting it ready for Contractor to Clean

City of Apalachicola public works monthly report SEPTEMBER 2021

The public works department, services all city vehicles and replaces all the tires on city vehicles, services all the mowers and weed eaters, cuts all city parks, cut all city properties, clean all city buildings, empty all garbage cans down town and city parks, clean city right of ways, cut city right of ways, and patch holes on city roads as needed. And set community center up for monthly meetings.

- collected 253 bags of trash from down town and public parks trash cans.
- cut our routine main roads parks and cemeteries.
- open and close 5 funerals.
- completed 28 work orders.
- moved files from old fire station to field house.
- dug out and cleaned several storm ditches in town.
- Repaired several alleys in town.
- put new pipes in culverts on 15th st.
- put new pipes in culvert on 17th st.
- cut tree on 9th st.
- repaired doors at van johnson complex were kids broke in, and broke the doors.
- moved election equipment to armory for city election and returned to election office.
- cut and removed large tree branch from ave. c.
- battery park pier hand railing was repaired.

Prepared by Robert Osburn