

**REGULAR MEETING
CITY COMMISSION
CITY OF APALACHICOLA, FLORIDA
TUESDAY, OCTOBER 8, 2019 – 6:00 PM
APALACHICOLA COMMUNITY CENTER
#1 BAY AVENUE
APALACHICOLA, FLORIDA**

AGENDA

You are welcome to speak or comment on any matter under consideration by the Apalachicola Board of City Commissioners when recognized to do so by the Mayor. Once recognized please rise to the podium, state your name for the record and adhere to the five minute time limit for public comment. Those wishing to speak concerning an item on the agenda shall complete a speaker card and give it to the City Clerk before the meeting starts.

- I. Call to Order
 - Invocation (Please rise and remain standing)
 - Pledge of Allegiance
- II. Agenda Adoption
- III. Mayor's and Commissioners Reports and Communications
 - A. Resolution 2019-21 – Honoring Granville Croom for his Services to the Recreational Needs of the Youth
 - B. Resolution 2019-20 – Honoring J. Patrick “Pat” Floyd on His Retirement

IV. City Manager Communications

V. Attorney Pat Floyd Communications

VI. Public Comment

The public is invited to speak on any agenda, non-agenda and/or consent agenda topics. Comments should be less than “five” minutes.

All items on the Consent Agenda are considered routine, to be enacted by one motion. If a member of the governing body requests discussion of an item, it will be removed from the Consent Agenda and considered separately.

- VII. Consent Agenda
 - A. Meeting Minutes Adoption
 - **Suggested Motion:** Adopt the August 6, 2019 Special Meeting, August 27, 2019 Special Meeting, September 5, 2019 Regular Meeting, September 10, 2019 Special Meeting and September 24, 2019 Special Meeting Minutes.
 - B. Planning & Zoning Minutes Confirmation
 - **Suggested Motion:** Confirm the June 2019 Planning and Zoning Minutes
 - C. Grant Submittal Approval – 2019 Urban and Community Forestry Grant Program
 - **Suggested Motion:** To Approve Submittal of a Grant Proposal to Florida’s Urban and Community Forestry (UCF) Grant Program on behalf of the City of Apalachicola.
 - D. Grant Submittal Approval – FDEM Hurricane Michael State Recovery Grant Program
 - **Suggested Motion:** To Approve Submittal of a Grant Proposal to FDEM’s Hurricane Michael State Recovery Grant Program on behalf of the City of Apalachicola.
 - E. Partial Road Closures for Events/Festivals
 - **Suggested Motion:** To Approve the Temporary Closure of SR 30/US 98 with a Detour along Avenue D and the Temporary Closure of Dr. Martin Luther King Jr. Boulevard between 8th and 9th Streets.

VIII. Unfinished Business

- A. City Attorney Legal Services Contract – Kristy Banks
 - **Suggested Motion:** To Approve the City Attorney Legal Services Contract between Kristy Banks and the City of Apalachicola.
- B. Resolution 2019-13 – Creating a Census 2020 Complete Count Committee for the City of Apalachicola
 - **Suggested Motion:** To Adopt Resolution 2019-13 – Creating a Census 2020 Complete Count Committee for the City of Apalachicola.

XI. New Business

- A. Oaths of Office
 - Mayor Kevin Begos
 - Commissioner Adriane Elliott
 - Commissioner Despina George
- B. Election of Mayor Pro-Tem and Determination of Board Liaisons
 - **Suggested Motion:** To Adopt Resolution 2019-22 Appointing and Designating a Mayor Pro-Tem for the City of Apalachicola.
- C. Resolution 2019-17 – Honoring Van W. Johnson Sr., for his Service to the City of Apalachicola
 - **Suggested Motion:** To Adopt Resolution 2019-17 Honoring Van W. Johnson Sr., for his Service to the City of Apalachicola.
- D. Resolution 2019-18 – Honoring James L. Elliott, for his Service to the City of Apalachicola
 - **Suggested Motion:** To Adopt Resolution 2019-18 Honoring James L. Elliott, for his Service to the City of Apalachicola.
- E. Resolution 2019-19 – Honoring John M. Bartley Sr., for his Service to the City of Apalachicola
 - **Suggested Motion:** To Adopt Resolution 2019-19 Honoring John M. Bartley Sr., for his Service to the City of Apalachicola.
- F. Board of Adjustment Member Appointment
 - **Suggested Motion:** To appoint _____ to the Board of Adjustment to serve a four year term, which ends on December 31, 2023.
- G. Budget Workshop Discussion
- H. Future Workshop Topics Discussion

X. 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
RESOLUTION NO. 2019-21**

**A RESOLUTION OF THE APALACHICOLA BOARD OF CITY COMMISSIONERS
RECOGNIZING AND HONORING GRANVILLE CROOM FOR HIS MANY YEARS
OF UNSELFISH AND DEDICATED SERVICE TO THE RECREATIONAL NEEDS,
GROWTH AND DEVELOPMENT OF THE YOUTH OF APALACHICOLA**

WHEREAS, for years in the absence of a City provided youth recreation program, Granville Croom unselfishly devoted his time and personal resources assuring the growth, development and recreational needs of the youth of Apalachicola were met; and

WHEREAS, through the years Granville Croom has coached, taught and trained many young boys and girls within the Apalachicola community in various youth sports and activities that are now themselves adults with children; and

WHEREAS, even in his advanced age, Granville Croom can still be observed officiating at various youth league functions with the sole interest of the youth at heart; and

WHEREAS, the action of Granville Croom has amply demonstrated a spirit of excellence through volunteerism by becoming personally involved in the life of the youth of Apalachicola; and

WHEREAS, for such, Granville Croom is deserving of public acclaim and recognition from the people of Apalachicola, Florida through and by their elected representatives.

NOW THEREFORE BE IT RESOLVED, that the Apalachicola Board of City Commissioners, on behalf of a grateful community, do hereby pause to recognize and honor Granville Croom, for going above and beyond the expectation of a member of the Apalachicola community in his personal and unselfish service to our youth.

ADOPTED by the Apalachicola Board of City Commissioners in regular session this 8th day of October 2019.

FOR THE CITY COMMISSION OF THE
CITY OF APALACHICOLA

Van W. Johnson, Sr., Mayor

ATTEST:

Deborah Guillotte, City Clerk

**CITY OF APALACHICOLA
RESOLUTION NO. 2019-20**

**A RESOLUTION OF THE APALACHICOLA BOARD OF CITY COMMISSIONERS
RECOGNIZING THE RETIREMENT OF CITY ATTORNEY, JOHN PATRICK FLOYD AND
COMMENDING HIM FOR THREE DECADES OF PROFESSIONAL, OUTSTANDING AND
DEDICATED LEGAL SERVICE TO THE PEOPLE OF THE HISTORIC CITY OF
APALACHICOLA**

WHEREAS, in the late 1980s John Patrick Floyd took over as legal counsel for the Apalachicola Board of City Commissioners and since that time has notably and faithfully served God, community and the elected officials of the City of Apalachicola with great distinction and professionalism; and

WHEREAS, for the last three decades John Patrick Floyd's legal advice and wisdom has been unparalleled as demonstrated through his ability to navigate the City of Apalachicola away from potential costly and unnecessary litigations; and

WHEREAS, in 2008 upon receiving explicit instructions from his client, John Patrick Floyd entered the City of Apalachicola into the historic Water War litigation before the U.S. District Court for the Middle District of Florida, a lawsuit of vital economic interest to the people of Apalachicola over freshwater allocation in the Apalachicola-Chattahoochee-Flint River Basin; and

WHEREAS, after the devastating 2010 Deepwater Horizon BP Oil Spill in the Gulf of Mexico, John Patrick Floyd legal expertise led the litigation that netted the City of Apalachicola a million-dollar settlement; and

WHEREAS, through the years John Patrick Floyd has opened the regular meetings of the Apalachicola Board of City Commissioners with a prayer, humbly asking God for guidance and that divine wisdom be bestowed upon the City Commission while they conducted the business affairs of the City; and

WHEREAS, While John Patrick Floyd's retirement as legal counsel for the City of Apalachicola has come to an end, his reverence to God, dedication to community, loyalty to client and his legal wisdom will be sorely missed.

NOW THEREFORE BE IT RESOLVED, that the Apalachicola Board of City Commissioners, on behalf of a grateful community do hereby honor and thank John Patrick Floyd for his years of dedicated legal service to the City of Apalachicola and extend to him our sincere appreciation for a job well done by a good and faithful servant.

ADOPTED by the Apalachicola Board of City Commissioners in regular session this 8th day of October 2019.

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

Van W. Johnson, Sr., Mayor

ATTEST:

Deborah Guillotte, City Clerk

CITY OF APALACHICOLA
ADMINISTRATION DEPARTMENT
OCTOBER 2019

- Updated meeting calendar on website
- Complete all quarterly Payroll Reports
- Posted July and August revenues and expenses
- Assisted staff with tree applications, utility bill issues, and payroll processing
- Staff assisted with Cemetery, utility bills, garbage, permitting issues, city property rentals and other miscellaneous duties
- Completed tasks as assigned by the City Manager
- Continue working on FEMA issues
- Public Records Request 2

75 work orders issued and completed

Approximately 180 accounts payable checks processed

2011 payments processed

2028 bills processed

77 cuts-off – unpaid water bills

**City of Apalachicola
Police Department**

The month of September has been the month of clean the streets! Our officers have been issuing warnings and citations to remove illegal dumping and to have abandoned vehicles removed! Street patrol in regards to stop signs and violation of golf cart rules have been stepped up, resulting in several citations and warnings being issued for running stop signs as well as juveniles driving golf carts. One case of DUI was recorded this month after Lt. Turner responded to the scene of a crashed golf cart and found the driver to be intoxicated. The driver was arrested for DUI. We continue with the summer months trend of reported stolen bikes, but happy to report many bikes have also been recovered and returned to their owners. Our gun range membership continues to grow! We are now at 24 members!

<u>September</u>	<u>Totals</u>
Traffic Stops/Warnings/Citations	56
Arrests/ Warrant Requests	7
Traffic Accidents	7
Burglary/Theft calls	12
Assist Citizens/Complaints/Investigations	271
Trespass Warnings/agreements	12
Business alarm calls/building checks/welfare checks	499
Assist county call/other agencies	42
Domestic cases involving violence/disturbance calls	16
Drugs	0
Total calls from dispatch	823

Apalachicola Margaret Key Library Monthly Report -- September 2019

Statistics:

- 22 new cards issued
- 85 new items added to the collection
- 471 items checked out
- 329 computer & 329 Wi-Fi use
- 2 programs for youth
- 23 information inquiries
- 9 archival inquiries
- 57 archival documents added to database

Activities:

- The September reading challenge "Arrgghh you ready to read?" got off to a slow start but picked up steam throughout the month. Each book read earned a visit to the pirates chest! With Miss Audie's retirement, we are feeling the pinch of not having a staff person dedicated to children's services. That said, we are gearing up for a "Books Are Spooktacular" reading challenge with pumpkins for prizes. The more you read, the bigger your pumpkin prize.
- Join us on October 28th for the Memory Lab launch party. The launch will include a ribbon cutting, remarks from local and state officials, demonstrations of Memory Lab equipment and more. Reserve the date.
- We are awaiting word on a non-match grant to refresh our laptops and patron access computers. We would like to invest in laptops and tablets for in library use. this will allow patrons to move away from the circulation desk and into the more quiet study areas in the Lynn Wilson Reading Room or the Dosik Community Room.
- We will be re-arranging the furniture a bit his month as we make room for pre-K readiness children's tablets that will be for checkout. The tablets have stories, games, and other tools to support school readiness and come to us via a library consortia grant.
- We are also making room for a business support center. Our patrons are pretty savvy and we want to create a more open, self-service oriented space to prepare, organize and "get their business done". We hope to have everything in place before the end of the month.

**City of Apalachicola Public Works monthly report
September 2019**

- We cut and cleaned all city parks and properties as needed. Serviced and repaired all city equipment as needed. And we have started cutting right of ways on city roads.
- We did preparation for hurricane in case land fall was near Apalachicola area, such as cleaning culverts and ditches in low lying areas. Also prepared vehicles and buildings in case of land fall.
- We cut and cleaned major storm ditch off of Ellis vanvleet all the way to the bay.
- We moved voting equipment to armory for city election.
- We cut right of ways with bush hog mower.
- We got quotes for raising and replacing ac unit at 1 Avenue E.
- We replaced stop sign on Avenue F, and Avenue D which was run over by vehicle.
- We removed tree and stump that had blown over at 6th Street Recreation Center, and repaired fence.
- We graded alley on 4th Street
- We marked out 4 areas for coping at magnolia oaks.
- We trimmed limbs hanging in road on 6th Street
- We fixed storm water runoff on drive way at Chestnut Street.
- We collected 176 bags of garbage from down town and city parks.
- We repaired sink hole on MLK next to storm drain.
- We reset hinges on bathroom door at Scipio Creek so door will close properly.
- We had 1 funeral open and close.
- We completed 26 work orders.
- We cut back cedar trees at magnolia cemetery.
- We moved night drop box from old city hall to new city hall.

ROBERT OSBURN

9/27/2019

Public Works monthly work load indicators 2018/2019

	signs replaced	work orders	down town trash bags	culverts replaced	veh. Serviced	funerals
oct	15	12	84	1	2	
nov	12	22	75	0	1	2
dec	3	25	93	0	2	6
jan	0	22	167	0	2	3
feb	0	15	139	1	1	4
march	0	28	150	1	1	2
april		27	166	2	4	8
may	1	12	184	0	4	3
june	3	10	160	0	2	3
july	2	8	134	0	2	3
aug	3	17	154	0	0	6
sept	2	26	176	0	2	1
Total	41	224	1682	5	23	41

Apalachicola CRA Director's Report: August 2019

Submitted by Executive Director Augusta R. West

Administrative

As I transition out of my role as CRA Director, I am working with the Florida Redevelopment Association, City Manager, and DEO's Special District Accountability Program to ensure that requirements are followed.

USDA Grant/Loan Funding Package for Drinking Water Improvements

This \$1.7 million federal grant/loan package secured from USDA will fund the installation of drinking water improvements to address the Trihalomethane (TTHM) compliance issue. The funding package comprises a \$1,230,730 grant and a \$474,000 low-interest long-term loan. The project is designed to lower/keep TTHMs in the federal drinking water compliance range, lifting the DEP Consent Order and its \$100 per day fines. A review of the bid documents by USDA's state engineer necessitated several revisions by Inovia Consulting. The revised Technical Specifications Package, Bid Plans, Project Manual, and responses to comments were submitted by Inovia on October 4. As soon as the updated documents are approved by USDA, bid advertisements can be published. The expected timeline for project completion is approximately 10-12 months. Site preparation work is anticipated to begin within 30 days of the bid being awarded. USDA recently requested some information for compliance purposes, and I am coordinating with the City on the data. I am organizing the digital and paper files on this project for a seamless transition as the City Manager will be taking over the management of this project.

USDA Community Facilities Grant for Police Vehicle

I submitted an application for a new police vehicle requested by Chief Varnes. The grant will cover 50-75% of the cost with the remainder matched by the City.

State Legislative Agenda

The Apalachicola Environmental Stewardship Bill will request funds for waste water, storm water, and drinking water infrastructure and land acquisition that protects water quality. In the House, Rep. Jason Shoaf has agreed to sponsor the bill with Rep. Lorraine Ausley as a co-prime sponsor. Sen. Montford has agreed to sponsor the bill in the Senate. The bill is currently in bill drafting in both the House and Senate. Multiple meetings and conversations have taken place in recent months with legislators, legislative aides, consultants, our lobbyist, and engineers from Baskerville-Donovan to discuss legislative strategies and our infrastructure needs. The Franklin County Legislative Delegation meeting was held on September 23. I coordinated the participation of dozens of supporters to stand in unison to show support for the bill. I also worked with the Apalachicola Bay Charter School staff to coordinate the presentation of original works of art as an enduring reminder of the community's appreciation for their efforts. Our lobbyist Patrick Bell is coordinating additional meetings with Rep. Shoaf and his staff and Sen. Montford and his staff to review the history, policy, and importance of the bill. I also worked with consultants Julie Dennis and Kate DeLoach as well as Patrick Bell to update the one-page fact sheet that will be used to seek support of the bill from legislators.

CRA Annual Report

The annual report was completed and presented to the CRA Board. An updated version with requested revisions is in progress.

Electric Car Charging Stations

I coordinate with NovaCharge, Duke's contractor on this project, on issues that arise. The stations are now consistently operational after a modem issue was resolved. Signage and striping was completed. Apalachicola is now the only site with public electric car charging stations between Panama City and Tallahassee. This pilot project by Duke Energy offered installation at no charge to the City. Customers pay for the kilowatts they use via an app, and the City is reimbursed for power charges.

New CRA Legislation

I am coordinating with Cindy Clark to ensure the CRA web page is updated to meet the new ADA accessibility standards.

**MINUTES OF THE SPECIAL MEETING OF THE APALACHICOLA CITY COMMISSION HELD TUESDAY, AUGUST 6, 2019,
5:00 PM AT THE APALACHICOLA COMMUNITY CENTER.**

PRESENT: Mayor Van W. Johnson, Sr.
Commissioner Brenda Ash
Commissioner Jimmy Elliott
Commissioner Anita Grove

Ron Nalley, City Manager
Deborah Guillotte, City Clerk

ABSENT: Commissioner Mitchell Bartley

CALL TO ORDER

Mayor Van Johnson called the meeting to order at 5:00 PM.

AGENDA ADOPTION

Mayor Van Johnson called for a motion to approve the agenda.

Commissioner Brenda Ash made a motion to approve the agenda as presented. Commissioner Jimmy Elliott seconded and the motion carried 4-0.

DISCUSSION OF THE PROPOSED 2019—2020 FISCAL YEAR BUDGET

Mr. Ron Nalley stated that a Capital Improvement Plan (CIP) is a financial planning tool that looks into the future to forecast the City's equipment, building and infrastructure needs. The CIP is designed to be a flexible planning tool. This encourages the community to forecast not only what expenditures they expect to make, but also to identify potential funding sources in order to more properly plan for the acquisition of the asset. Mr. Nalley stated that items included in the CIP is anything that has a life expectancy of greater than one year and a value of greater than \$5,000. Mr. Nalley reviewed how projects within the CIP are prioritized and how worksheets are developed for each project. Mr. Nalley also stated that the Board has the authority to change the recommended organizational priorities. Mr. Nalley stated that FEMA projects are not included in the CIP. Mr. Nalley reviewed the general fund capital needs of approximately \$4,000,000 over the five year period. Mr. Nalley then reviewed the top fourteen projects in the general fund totaling approximately \$309,000, and the top eight projects in the water and sewer fund totaling approximately \$190,000. Diane Brewer stated that the Recreation Committee will be developing CIP request for Mr. Nalley and the Board to review. Commissioner Ash requested that staff send a list of FEMA projects to the Board. Mayor Johnson and Commissioner Ash thanked Mr. Nalley for the development of the City's first CIP.

Mr. Nalley stated that the CIP will be posted on the city website for review.

ADJOURNMENT

With no further business the meeting adjourned at 5:55 pm.

Van W. Johnson, Sr., Mayor

Deborah Guillotte, City Clerk

**MINUTES OF THE SPECIAL MEETING OF THE APALACHICOLA CITY COMMISSION HELD TUESDAY,
AUGUST 27, 2019, 5:00 PM AT THE APALACHICOLA COMMUNITY CENTER.**

PRESENT: Mayor Van W. Johnson, Sr.
Commissioner Jimmy Elliott
Mayor Pro Tem Brenda Ash
Commissioner Mitchell Bartley
Commissioner Anita Grove

Ron Nalley, City Manager
Deborah Guillotte, City Clerk

CALL TO ORDER

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

A. CITY ATTORNEY SELECTION COMMITTEE

Commissioner Anita Grove suggested John Alber and Bonnie Davis be considered for the City Attorney Selection Committee. After further discussion, it was suggested that, Peter Gallant, Bobby Miller and Commissioner Grove also be appointed to the City Attorney Selection Committee.

Commissioner Brenda Ash made a motion to appoint the following members to the City Attorney Selection Committee: Anita Grove - Chair, John Alber, Bonnie Davis, Peter Gallant and Bobby Miller. Commissioner Jimmy Elliott seconded and the motion carried 5-0.

B. GRANTS DISCUSSION

Mr. Ron Nalley stated that a team of City staff who have experience with grant writing has been formed and began meeting weekly on August 7, 2019. The team includes Ron Nalley, Cindy Clark, Jill Rourke, and Augusta West. The impetus for the formation of this team is the large amount of new grant dollars coming down from hurricane relief programs. There is concern that the City might miss out on funding opportunities without a collaborative, organized team effort. The goals are to identify grant programs that align with City needs, organize a master list of grants and timelines, delegate grant writing duties, and to collaborate on applications. In addition, discussions with other possible grant partners and organizations are taking place in order to determine whether outside grant writing assistance may be needed. A notable challenge for the grant team has been the inability to respond to grant submittal requirements that have a quick turnaround time or deadline and still meet the Commission's requirement of presenting all grants for approval prior to submittal. Mr. Nalley is requesting that the City Commission allow the team the ability to submit grants that align with the City's needs with the understanding that the grant will be presented to the Commission at their next regular meeting. If there are concerns, the Commission can then request that staff withdraw the grant or express its desire to not accept the grant if awarded. The grants that staff typically apply for will require no cash match. Commissioner Ash stated she would like a City Commissioner to be on the grant team. A few citizens then expressed their concern with submitting grants without prior approval from the City Commission.

Following discussion, Commissioner Ash made a motion to allow the grant team including herself, the ability to submit grants that are aligned with the City's needs without prior submittal and approval from the City Commission and to present the grant at the next regular scheduled meeting. Commissioner Mitchell Bartley seconded and the motion carried 5-0.

Commissioner Ash then amended the above motion to include that if there are any concerns that come up, that there will be a special meeting held. Commissioner Bartley seconded and the motion carried 5-0.

C. 2019-2020 ANNUAL BUDGET AND CIP REVIEW

1) Fee Schedule Review - Mr. Nalley reviewed the proposed fee schedule for the 2019-2020 annual budget which highlighted proposed new or increased fees including the gun range, tree removal fees, library service fees, sign permit application fees, zoning compliance fees, sidewalk café use fees and the mobile food truck permit application fee. Other fees were proposed by the City's building inspection contractor EPCI. Mr. Nalley stated fees at the marinas are still being researched and staff will have a recommendation in the near future. Commissioner Elliott expressed his concern of having individual electric meters at the marinas. Mr. Nalley stated there is a grant coming that will cover a lot of these issues at the marinas.

2) Rate Use Comparison -In his report, Mr. Nalley reviewed how City bills are calculated, stating that about 79% of our customers use less than 5,000 gallons per month and 21% of our customers use over 6,000 gallons per month.

3) Budget Workshop Revisions - Mr. Nalley reviewed the spreadsheet detailing changes made by the Commission during the last budget workshop. It should be noted that in both the general and water/sewer fund, reductions or increases were needed in order to balance the budget. These were not specifically requested by the Commission but recommended by Mr. Nalley to cover the remaining costs associated with the Commission's proposed revisions.

4) Community Redevelopment Agency - Mr. Nalley gave a brief update on the funding status of the CRA and asked for the Commission's direction in developing a proposed budget for the organization. Mr. Nalley stated at this time the City owes the CRA \$161,000 and for FY 2019/2020 an estimated amount of \$75,842. Mr. Nalley stated that it has been suggested to suspend payments to the CRA program and that the City would then work with the County through an interlocal agreement to pay back what is owed. This means that during this time the County or the City would not be required to make any future allocations, and that the City would give Augusta West ninety days notice that the City could not fund this position. Mr. Nalley stated staff is still researching some legal and financial questions on how to best resolve this issue. Commissioner Grove suggested suspending the CRA and addressing it again in five years, effective immediately. Mr. Nalley stated that Ms. West has an employment agreement with a ninety day notification requirement and that the notice would coincide with October 1, 2019, which is the new fiscal year. Numerous concerns were expressed by citizens on how to solve this issue. Commissioner Ash requested staff get the pros and cons of all options and the benefits each one would give the City and then the Board can make a decision. Mayor Johnson recommended the same, and suggested also researching reactivating the CRA after suspension of the program.

Commissioner Grove requested that the staff prepare a recommendation for this by the final adoption of the budget on September 24, 2019.

5) Franklin County Request - Mr. Nalley stated the County has requested that the City contribute \$7,000 to the County for a part-time animal control officer. The County feels it is important that the City contribute to this cost due to most of their calls are from within the two municipalities. Mr. Nalley has discussed the issue with Mr. Moron and the County is willing to split the initial cost over two years. Mr. Nalley stated that the County is dispatching animal control without having one of our officers respond to the call, which our officers

may be able to handle themselves. Mr. Moron is willing to see how many fewer animal control calls are dispatched as a result of this change.

Mayor Johnson stated that the county collects property taxes from city residents and would like to know what services the City is getting for the current amount of revenue being paid. Mayor Johnson is concerned that the City residents are subsidizing something that we are already contributing towards. Mayor Johnson requested staff research how much the City is paying in taxes to the County and not vote on the issue at this time.

Commissioner Bartley made a motion for staff to research this issue and get more information on what city tax payers get for their county tax dollars. Commissioner Elliott seconded and the motion carried 5-0.

6) County Library Director Position - Mr. Nalley informed the Board that the County has approached the City about the possibility of working with them on their vacant library director position. Mr. Nalley stated there will be further discussion, which may impact the budget. In a response to a question from Commissioner Ash, Mr. Nalley stated that the request is to explore the possibility of using the library director position jointly.

7) Mr. Nalley stated that at their last meeting, the Recreation Committee had a \$65,100 project they wanted included in the Capital Improvement Plan. Mr. Nalley wanted to remind the board that this doesn't mean it is automatically funded, and that there are fourteen other projects being proposed at this time. If the Board would like to fund this project, they would need to back out one of the previous fourteen projects to cover the cost of this project. The Recreation Committee also recommended an allocation of funds for the recreation line item, since it has a zero balance. Mayor Johnson then gave a brief history of the \$20,000 that was previously in the recreation fund line item. Mayor Johnson stated that if the City puts money back into the recreation line item, that this should not be used only for the recreation committee but other recreation programs as well.

D. CITY MANAGER EVALUATION

Mr. Nalley stated that the Mayor has summarized the responses from the Commissioners individual evaluation forms. Mayor Johnson gave a brief review of how he calculated the categories to get the scores. Mayor Johnson stated according to the scores, Mr. Nalley overall did an outstanding job and exceeded expectations, with no marks under a score of three. In a response to a question from Mayor Johnson, Mr. Nalley stated that his employment agreement doesn't require a renewal and that it remains in effect until his services are no longer needed by the Commission or he decides to resign.

ADJOURNMENT

With no further business, Commissioner Elliott made a motion to adjourn the meeting at 7:00 pm. Commissioner Grove seconded and the motion carried 5-0.

Van W. Johnson, Sr., Mayor

Deborah Guillotte, City Clerk

MINUTES OF THE REGULAR MEETING OF THE APALACHICOLA CITY COMMISSION HELD THURSDAY, SEPTEMBER 5, 2019, 6:00 PM AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT: Mayor Van W. Johnson, Sr.
Commissioner Brenda Ash (Arrived at 6:08)
Commissioner Jimmy Elliott
Commissioner Anita Grove
Commissioner Mitchell Bartley

Ron Nalley, City Manager
Deborah Guillotte, City Clerk
Pat Floyd, City Attorney

CALL TO ORDER

Mayor Van Johnson called the meeting to order at 6:00 PM and Attorney Floyd gave the invocation. Council members led the pledge of allegiance.

AGENDA ADOPTION

Mayor Van Johnson called for a motion to approve the agenda.

Attorney Floyd stated he has prepared an Emergency Voting Ordinance that he would like to propose be added to the Agenda under New Business item "F" for a First Reading.

Commissioner Anita Grove made a motion to approve the agenda as revised. Commissioner Mitchell Bartley seconded and the motion carried 4-0.

MAYOR'S AND COMMISSIONERS REPORTS AND COMMUNICATIONS

A. Resolution 2019-12 – Designating September 28, 2019 as Apalachicola National Estuarine Research Day and Acknowledge the Importance of Estuaries to Apalachicola.

Attorney Floyd read Resolution 2019-12 in its entirety.

RESOLUTION 2019-12 DESIGNATING SEPTEMBER 28, 2019 AS APALACHICOLA NATIONAL ESTUARINE RESEARCH RESERVE DAY AND ACKNOWLEDGING THE IMPORTANCE OF ESTUARIES TO APALACHICOLA

Commissioner Jimmy Elliott made a motion to adopt Resolution 2019-12 designating September 28, 2019, as Apalachicola National Estuarine Research Reserve Day and acknowledging the importance of Estuaries to Apalachicola. Commissioner Bartley seconded and the motion carried 5-0.

CITY MANAGER COMMUNICATIONS

- City Attorney – Request for Proposals – Commissioner Grove gave an update on the City Attorney Selection Committee meetings. Mr. Nalley stated that the committee will follow up and schedule a meeting with the top two firms within the next two weeks and will keep the Board informed of the outcome of these meetings.
- Population Estimate – Mr. Nalley announced that the new population estimate for the City of Apalachicola as of April 1, 2019 is 2,339. This will become an official estimate on October 17, 2019. Mr. Nalley stated that the population count is very important to the City since it is used to set numerous revenue sources.

- USNS Apalachicola – Mr. Nalley stated that the week of September 23rd seems the most convenient time for most of our Commission members to tour the facility building the USNS Apalachicola in Mobile, Alabama. Tentatively, Wednesday, September 25th is being considered and he requested that each commissioner confirm their plans to attend the tour with the City Clerk by the end of the week.
- Hurricane Dorian – Mr. Nalley stated that preparations were under way for the possible arrival of Hurricane Dorian, but thankfully our area was spared. Our thoughts and prayers are with all those who were affected by the storm.
- Environmental Clearance – Mr. Nalley informed the Commission that the environmental clearance for the CDBG project was approved and that a construction contract will be forwarded to the Commission soon for approval.

ATTORNEY PAT FLOYD COMMUNICATIONS

- Attorney Floyd stated he is still working on a couple of contracts and litigations. Attorney Floyd talked about the concerns of the run-off election relating to absentee and early voting rights. Attorney Floyd reviewed the legal rights of both the City and the candidates of the upcoming election. Mayor Johnson reviewed a past meeting when the City Commission was made aware that they could change the City election to coincide with the County's general elections, and several citizens didn't want this change, but he feels that any person should have this legal right. Commissioner Grove expressed concern that the candidates in the run-off could possibly sue the City. Attorney Floyd asked if all the candidates were present and if they would each individually agree to extend the date for the run-off election. All verbally agreed during this meeting. Attorney Floyd read a proposed Emergency Ordinance that extends the date for the run-off election to October 1, 2019. Attorney Floyd also stated early voting would be September 21 – 28, 2019 and absentee ballots would be available for mail-outs September 11, 2019 with the last day to request a mail out September 21, 2019. Mayor Johnson highly recommended that City elections be moved to coincide with the County and State general elections.

PRESENTATIONS

A. Restore the Squares Project Presentation – Mrs. Diane Brewer announced that the long awaited brochure with the history and map of Apalachicola's six Historic Squares is now complete. Copies were distributed to the City Commission and the public. Mrs. Brewer thanked the Commission for their support for this project over the past four years. Mrs. Brewer announced that they are now in the process of applying for a \$50,000 Planning Grant.

PUBLIC COMMENT

Mayor Johnson opened the floor for public comment.

- Robin Vroegop expressed her concerns with the invocations of the City meetings and read a farewell to the retiring Commission.
- Rich Hall gave an update on the stormwater violation case and requested having mediation as stated by the Florida Civil Procedures.
- Despina George expressed her concern with the accounting services that was on the consent agenda.
- Kevin Begos requested that the City Commission hold off on approving any contracts until after the City election.

CONSENT AGENDA

Mayor Johnson presented the Consent Agenda and asked if any items should be removed before consideration of a motion.

- Meeting Minutes Adoption - Adopt the August 13, 2019 Special Meeting and the August 6, 2019 Regular Meeting Minutes.
- Grant Subcontract Task Order Approval - To authorize the Subcontract Task Orders with Ducky Recovery, LLC in the amount of \$30,000, Mark Tarmey in the amount of \$10,000 and Dewberry, LLC in the amount of \$25,000 and authorize City Manager to execute the contracts. Mr. Nalley clarified that these grant sub-contracts are two separate grants, Ducky Recovery, LLC and Mark Tarmey consist of one grant and Dewberry, LLC is the other.
- Finance and Bookkeeping Services Agreement - Awwad & Associates Tax and Accounting - To approve the finance and bookkeeping services agreement with Awwad & Associates and authorize the City Manager to execute the agreement. Mr. Nalley stated that Melissa Hand had assumed the duties of Finance Clerk and is performing well the day-to-day finance functions. However, further bookkeeping and financial reporting services are needed. Awwad and Associates has assisted other municipalities and was recommended by our auditor as a firm that can provide the government finance and bookkeeping service needs. Mr. Nalley wants to clarify at this time that he is only requesting approval for \$1,800 per month.
- Lease Agreement - Capital Area Community Action Agency - To approve the lease agreement with Capital Area Community Action Agency (CACAA) for the Sixty Street Recreation Center for use as a Head Start Center Facility and authorize the Mayor to execute the lease agreement. Mr. Nalley stated Capital Area Community Action Agency is currently using the Sixth Street Recreation for the Head Start Center facility on a month to month basis. Their original lease ended in June of 2019 but CACAA has requested that the lease be extended for an additional year or until June 2020. All other terms of the lease agreement will remain in place.

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

UNFINISHED BUSINESS

A. PROPOSED LEGISLATIVE AGENDA FOR THE 2019-2020 SESSION

Commissioner Bartley made a motion to approve the City of Apalachicola Legislative Priorities for the 2019-2020 Session. Commissioner Grove seconded and the motion carried 5-0.

UNFINISHED BUSINESS

B. 2019-2020 ANNUAL BUDGET AND CAPITAL IMPROVEMENTS PLAN DISCUSSION

Mr. Nalley reviewed the changes made by the Commission during the two previous budget workshops. The two items carried over from the last budget workshop that required further discussion is funding for the Recreation Committee and repayments to the CRA. It is important that the Commission let staff know if there are any other revisions that they would like to see made prior to the Budget Presentation at the September 10th Public Hearing. Following the public hearing, the Commission will have an additional two weeks to deliberate and make any final changes to the budget prior to the second public hearing and its scheduled adoption on September 24th. Mr. Nalley reviewed the CRA funding matter and discussed the three options developed in conjunction with Carol Westmoreland and Jack Gaskins. Commissioner Ash suggested suspending payments to the CRA, developing an agreement with the County and begin making payments in the 2019-2020 budget year.

Commissioner Grove made a motion to suspend payments, develop an Agreement with Franklin County, and give ninety days notice of termination to the CRA Director so that any legal obligations or loose ends can be resolved. Commissioner Ash seconded and the motion carried 5-0.

Mr. Nalley stated that the Recreation Committee had requested \$7,500 to be included in the proposed Budget and direction is needed from the Commission on what amount is to be included. Commissioner Grove suggested postponing this request for the 2019-2020 fiscal year.

NEW BUSINESS

A. RESOLUTION 2019-14 - ADOPTING THE STATEWIDE MUTUAL AID AGREEMENT

Mr. Nalley stated that Pam Brownell, Director of Franklin County Emergency Management, requested that the City adopt the most recent revision to the Statewide Mutual Aid Agreement.

Attorney Floyd read Resolution 2019-14 in its entirety.

A RESOLUTION ADOPTING THE STATEWIDE MUTUAL AID AGREEMENT

Commissioner Grove made a motion to adopt Resolution 2019-14 adopting the Statewide Mutual Aid Agreement. Commissioner Ash seconded and the motion carried 5-0.

NEW BUSINESS

B. RESOLUTION 2019-13 - CREATING A CENSUS 2020 COMPLETE COUNT COMMITTEE FOR THE CITY OF APALACHICOLA

Mr. Nalley gave a brief background of the purpose and importance of creating a Complete Count Committee for the City of Apalachicola. Mr. Nalley also stated that there is a flyer on the table and that the Census Bureau is providing great job opportunities for local residents. Mr. Nalley stated volunteers are needed for the Complete Count Committee.

Attorney Floyd read Resolution 2019-13 in its entirety.

A RESOLUTION CREATING A CENSUS 2020 COMPLETE COUNT COMMITTEE TO PLAN AND CONDUCT LOCAL EDUCATIONAL INITIATIVES, PUBLICITY AND PROMOTIONAL ACTIVITIES TO INCREASE COMMUNITY AWARENESS AND PARTICIPATION IN THE 2020 CENSUS

Mayor Johnson asked if there was anyone in the audience that would be interested in serving on this committee. David Adlerstein and Pam Richards volunteered to serve on the committee. The adoption of Resolution 2019-13 was postponed until the City reaches out to other possible volunteers for the Complete Count Committee.

NEW BUSINESS

C. RESOLUTION 2019-15 ADOPTING POLICY NO. 2019-01 - FIXED ASSET ACCOUNTING AND RECORDING POLICY

Attorney Floyd read Resolution 2019-15 in its entirety.

A RESOLUTION ADOPTING POLICY NO. 2019-01 - FIXED ASSET ACCOUNTING AND RECORDING POLICY

Commissioner Ash made a motion to approve Resolution 2019-15 adopting Policy 2019-01 - Fixed Asset Accounting and Recording Policy. Commissioner Bartley seconded and the motion carried 5-0.

NEW BUSINESS

D. PLANNING AND ZONING AND RECREATION BOARD MEMBER APPOINTMENT

Commissioner Ash announced that the City needs to fill one position on the Planning and Zoning Board and one Position on the Recreation Committee. After further discussion, it was clarified that there were two positions to fill on the Planning and Zoning Board. Commissioner Grove made a motion to appoint Al Ingle and Elizabeth Milliken to the Planning and Zoning Board. Commissioner Ash seconded and the motion carried 5-0. Commissioner Bartley made a motion to appoint Donna Ingle to the Recreation Committee. Commissioner Elliott seconded and the motion carried 5-0.

NEW BUSINESS

E. VARIANCE – 101 BAY AVENUE

Lee McLemore gave a brief update of his May 2018 variance request and is requesting that the City Commission address and resolve the issues. Attorney Floyd gave a brief update of the Order from 2018 and how the case has evolved to date, stating that the Order was never signed. Attorney Floyd stated that this issue has to go before the Board of Adjustment, and then to the City Commission if needed. Mr. McLemore stated he has never received a copy of the Appeal. In a response to a question from Commissioner Grove, Attorney Floyd explained what an Order means. In a response to a question from Commissioner Elliott, Attorney Floyd stated that the City needs to fill the alternate positions on the Board of Adjustment.

Commissioner Bartley made a motion to proceed with the advertising process for the McLemore variance, contingent of the BOA meeting outcome and that it be placed on the agenda for the September 24, 2019, Special Meeting at 6:00 pm. Commissioner Grove seconded and the motion carried 5-0.

NEW BUSINESS

F. EMERGENCY VOTING ORDINANCE #2019-07 – FIRST READING

Attorney Floyd requested a motion for a First Reading on the Emergency Voting Ordinance 2019-07 and the second reading and adoption be on September 10, 2019. In response to a question from Commissioner Ash, Attorney Floyd stated that Emergency Ordinance verbage is included in #5 of this Ordinance.

Commissioner Grove made a motion to have the first reading of Emergency Voting Ordinance 2019-07 tonight and that the second reading and adoption be scheduled for September 10, 2019, at 6:00 pm. Commissioner Elliott seconded and the motion carried 5-0.

Attorney Floyd read Emergency Ordinance for Election Run-off Extension 2019-07 in its entirety.

AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF APALACHICOLA, FLORIDA AMENDING ORDINANCE NO. 91-4 AND TO THE EXTENT NECESSARY THE CHARTER OF THE CITY OF APALACHICOLA; ARTICLE II SECTION 9; AND CITY OF APALACHICOLA CODE CHAPTER 9 ELECTIONS TO PROVIDE FOR AND CONFIRM THE AUTHORITY OF THE CITY OF APALACHICOLA TO CHANGE THE RUN OFF ELECTION DATE FROM THE THIRD TUESDAY AFTER THE THIRD MONDAY IN SEPTEMBER TO THE NEXT EARLIEST DATE THAT WILL ALLOW FOR ABSENTEE VOTING AND EARLY VOTING FOR THOSE ENTITLED TO VOTE IN CITY ELECTIONS AND TO EXTEND AND SET THE RUNOFF ELECTION OF 2019 TO OCTOBER 1, 2019 FOR THAT PURPOSE.

Regular Meeting - 9/5/19 - Page 5

In a response to a question from Commissioner Ash, Attorney Floyd stated there is not enough time to advertise the Ordinance and meet the deadlines for absentee voting for the residents, therefore, an emergency Ordinance, was developed that will provide posting and a few days notice.

Regular Meeting - 9/5/19 - Page 6

ADJOURNMENT

With no further business, Commissioner Ash made a motion to adjourn the meeting at 8:25 pm. Commissioner Grove seconded and the motion carried 5-0.

Van W. Johnson, Sr., Mayor

Deborah Guillotte, City Clerk

MINUTES OF THE SPECIAL MEETING OF THE APALACHICOLA CITY COMMISSION HELD TUESDAY, SEPTEMBER 10, 2019, 6:00 PM AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT: Mayor Van W. Johnson, Sr.
Commissioner Jimmy Elliott
Mayor Pro Tem Brenda Ash
Commissioner Mitchell Bartley
Commissioner Anita Grove

Ron Nalley, City Manager
Deborah Guillotte, City Clerk

CALL TO ORDER

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

PUBLIC HEARING

A. FY 2019-2020 ANNUAL BUDGET AND CAPITAL IMPROVEMENT PLAN - FIRST READING

Mr. Ron Nalley reviewed the City Commission Budget Workshop revisions along with the addition of an extra one percent increase added to salary increases and the Community Redevelopment Agency revision changes that were requested by the Board at their August 27, 2019 meeting. In a response to a question from David Adlerstein, Mr. Nalley reviewed the amounts of monies distributed for the allotted \$80,000 in legal fees. Mr. Nalley stated that it also includes \$3,500 for the Franklin County Animal Control position that had been requested by the County, but that he understood that this was still up for discussion by the Commission.

In a brief discussion concerning the CRA, Mr. Nalley stated that the City will need to work with the County on developing an inter-local agreement concerning the proposed changes to the CRA.

There being no further comments from the public, Mayor Johnson closed the public hearing.

UNFINISHED BUSINESS

A. EMERGENCY ORDINANCE 2019-07 - AMENDING ORDINANCE 91-4 AND TO THE EXTENT NECESSARY, THE CITY CHARTER - ELECTIONS

Attorney Floyd reviewed the purpose of Emergency Ordinance 2019-07 – amending Ordinance 91-4 and to the extent necessary, the City Charter – Elections.

Commissioner Mitchell Bartley made a motion for Attorney Floyd to read Ordinance 2019-07 in its entirety. Commissioner Anita Grove seconded and the motion carried 5-0.

Attorney Floyd read Emergency Ordinance 2019-07 in its entirety.

AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF APALACHICOLA, FLORIDA AMENDING ORDINANCE NO. 91-4 AND TO THE EXTENT NECESSARY THE CHARTER OF THE CITY OF APALACHICOLA; ARTICLE II SECTION 9; AND CITY OF APALACHICOLA CODE CHAPTER 9 ELECTIONS TO PROVIDE FOR AND CONFIRM THE AUTHORITY OF THE CITY OF APALACHICOLA TO CHANGE THE RUN OFF ELECTION DATE FROM THE THIRD TUESDAY AFTER THE THIRD MONDAY IN SEPTEMBER TO THE NEXT EARLIEST DATE THAT WILL ALLOW FOR ABSENTEE VOTING AND EARLY VOTING FOR THOSE ENTITLED TO VOTE IN CITY ELECTIONS AND TO EXTEND AND SET THE RUNOFF ELECTION OF 2019 TO OCTOBER 1, 2019 FOR THAT PURPOSE.

Commissioner Bartley made a motion to adopt Ordinance 2019-07 amending Ordinance 91-4 and to the extent necessary, the City Charter - Elections. Commissioner Jimmy Elliott seconded and the motion carried 5-0.

NEW BUSINESS

A. RESOLUTION NO. 2019-16 - TENTATIVELY ADOPTING FY 2019-2020 MILLAGE RATE

Attorney Floyd read Resolution 2019-16 in its entirety.

A RESOLUTION OF THE CITY OF APALACHICOLA, FLORIDA LEVYING THE AD VALOREM PROPERTY TAX MILLAGE RATE FOR MUNICIPAL PURPOSES ON ALL TAXABLE PROPERTY WITHIN THE CITY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020, STATING THE PERCENTAGE BY WHICH THE MILLAGE RATE TO BE LEVIED EXCEEDS THE ROLLED BACK RATE; AND PROVIDING AN EFFECTIVE DATE.

Commissioner Brenda Ash made a motion to adopt Resolution 2019-16 tentatively adopting the FY 2019-2020 Millage rate. Commissioner Grove seconded and the motion carried 5-0.

NEW BUSINESS

B. ORDINANCE NO. 2019-08 - TENTATIVELY ADOPTING FY 2019-2020 ANNUAL BUDGET AND CAPITAL IMPROVEMENT PLAN

Attorney Floyd read Ordinance 2019-08 by title as follows:

AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF APALACHICOLA, FLORIDA ADOPTING THE 2019-2020 FISCAL YEAR BUDGET

Commissioner Grove made a motion to approve the first reading of Ordinance 2019-08 adopting the 2019-2020 Fiscal Year Budget and Capital Improvement Plan and proceed with the adoption process. Commissioner Ash seconded and the motion carried 4-1. Commissioner Bartley opposed.

Special Meeting - 9/10/19 - Page 3

Commissioner Grove then gave a brief update on the progress of the City Attorney Selection Committee.

ADJOURNMENT

With no further business, Commissioner Ash made a motion to adjourn the meeting at 7:00 pm.
Commissioner Grove seconded and motion carried 5-0.

Van W. Johnson, Sr., Mayor

Deborah Guillotte, City Clerk

MINUTES OF THE SPECIAL MEETING OF THE APALACHICOLA CITY COMMISSION HELD TUESDAY, SEPTEMBER 24, 2019, 6:00 PM AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT: Mayor Van W. Johnson, Sr.
Commissioner Brenda Ash
Commissioner Jimmy Elliott
Commissioner Anita Grove
Commissioner Mitchell Bartley

Ron Nalley, City Manager
Deborah Guillotte, City Clerk
J. Patrick Floyd, City Attorney

CALL TO ORDER

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

PUBLIC HEARING

A. FY 2019-2020 ANNUAL BUDGET AND CAPITAL IMPROVEMENTS PLAN

Mr. Ron Nalley reviewed the revisions make to the 2019-2020 budget that the Board had requested. In a response to a question from Commissioner Anita Grove, Mr. Nalley responded that he included \$3,500 in the budget for the Franklin County Animal Control position, but that this can be removed if the City decides not to contribute.

There being no further comments, Mayor Johnson closed the public hearing.

UNFINISHED BUSINESS

A. RESOLUTION NO. 2019-16 – ADOPTING FY 2019-2020 MILLAGE RATE

Attorney Floyd read Resolution 2019-16 in its entirety.

A RESOLUTION OF THE CITY OF APALACHICOLA, FLORIDA LEVYING THE AD VALOREM PROPERTY TAX MILLAGE RATE FOR MUNICIPAL PURPOSES ON ALL TAXABLE PROPERTY WITHIN THE CITY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020, STATING THE PERCENTAGE BY WHICH THE MILLAGE RATE TO BE LEVIED EXCEEDS THE ROLLED BACK RATE; AND PROVIDING AN EFFECTIVE DATE.

Commissioner Grove made a motion to adopt Resolution 2019-16 adopting the 2019-2020 Millage Rate. Commissioner Jimmy Elliott seconded and the motion carried 5-0.

UNFINISHED BUSINESS

B. ORDINANCE NO. 2019-08 - 2019-2020 ANNUAL BUDGET AND CAPITAL IMPROVEMENT PLAN

Attorney Floyd read Ordinance 2019-08 by title:

AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF APALACHICOLA, FLORIDA ADOPTING THE 2019-2020 FISCAL YEAR BUDGET

Commissioner Elliott made a motion to adopt Ordinance 2019-08 adopting the 2019-2020 Fiscal Year Budget and Capital Improvement Plan. Commissioner Ash seconded and the motion carried 4-1, with Commissioner Bartley voting nay.

NEW BUSINESS

A. CITY ATTORNEY COMMITTEE RECOMMENDATION

Commissioner Grove reviewed the process beginning with advertising the RFP and ending with interviewing the applicants. Commissioner Grove stated the Committee felt that a mixed arrangement was the most creative and cost effective means of meeting the City's needs. However, because we will be working with attorneys with whom the City has not worked before, we felt that a probationary arrangement would be wise, prior to committing to a longer-term arrangement. Accordingly, the Committee recommends that the City seek a six month fixed fee agreement with Nabors, Giblin and Nickerson, the Tallahassee firm that has the most experienced municipal lawyers in Florida. Upon the successful completion of the probationary period, the City should seek a longer-term contract that is mutually satisfactory to both parties. But, it is also recognized that the City may wish to strike a companion arrangement during that time with local attorney Kristy Brach Banks for the provision of research, drafting and other services where she may be able to provide the most cost-effective solution. After much discussion by the City Commission and Attorney Floyd, Mayor Johnson suggested the Board entertain a motion to hire Kristy Banks as the City of Apalachicola Attorney.

Commissioner Elliott made a motion to hire Kristy Banks for the City Attorney position. Commissioner Ash seconded and the motion carried 5-0.

Mr. Nalley stated a final contract will need to be negotiated with Mrs. Banks and brought back to the Board for approval.

CITY SEAL

Mayor Johnson stated there has been a lot of drama over the use of the City Seal. At this time the City Seal is being put on flags, drinking mugs and numerous other items without the approval of the City. Mayor Johnson requested that the City Commission approve the use of the City's seal for Val Webb's campaign poster as a candidate running for Mayor. Commissioner Elliott commented that any candidate running for a City position should be able to use the City Seal.

Commissioner Elliott made a motion to allow any candidates running for a City position the use of the City Seal for their campaign. Commissioner Ash seconded and the motion carried 5-0.

Commissioner Grove stated that the City should either let anyone in the public use it and not restrict it just to candidates or not let anyone use it. Attorney Floyd gave some background on the research of this issue, and to his knowledge the City has never adopted this insignia as the City Seal, therefore the Statute is not applicable. Attorney Floyd further stated that if we are to protect the City Seal the City needs to apply to have it secured through the State.

Commissioner Elliott made a motion to proceed with the Ordinance adoption process to get the City Seal officially recognized and trademarked. Commissioner Bartley seconded and the motion carried 5-0.

ADJOURNMENT

With no further business the meeting adjourned at 7:00 pm.

Van W. Johnson, Sr., Mayor

Deborah Guillotte, City Clerk

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
REGULAR MEETING
MONDAY, JUNE 10TH, 2019
Community Center/City Hall – 1 Bay Avenue
AGENDA MINUTES

Present: Commissioner Jimmy Elliott, Commissioner Anita Grove, Commissioner Brenda Ash, Chairperson Tom Daly, Jim Bachrach, Joe Taylor, Uta Hardy, Constance Peck, City Manager Ron Nalley, Permitting and Development Coordinator Cortni Bankston.

Joint City Commission & P&Z Workshop – 5:00 P.M.

Zoning Code Amendment to allow 1st floor Transient Lodging in the “Transition Zone” in C-1
Discussion held. Motion for staff to move forward with next step (present before Commission Board for reading) Anita motioned, 2nd: Jimmy Elliott.

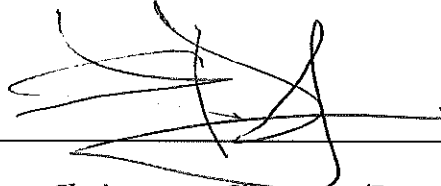
Regular Meeting – 6:00 P.M.

1. Approval of May 13th, 2019 Regular Meeting Minutes. **Motion to approve: Jim Bachrach, 2nd: Joe Taylor. Motion Carried.**
2. Review, Discussion and Decision for 22'x26' Two-Story Garage **(Historic District)(R-1)** @ 214 9th Street, Block(s) 161, Lot(s) 4, For – Mark Galbraith, Contractor – Owner. **Motion to approve: Jim Bachrach, 2nd: Constance Peck. Motion Carried.**
3. Review, Discussion and Decision for addition of 2nd floor open balcony **(Historic District)(C-1)** @ 71 Market Street, Block(s) E2, Lot(s) 20, For – 71 Market Street/Vincent Lindley, Contractor – To Be Determined. **Motion to approve w/ minor detail changes to be reviewed and signed off by City Staff: Joe Taylor, 2nd: Uta Hardy.**
4. Review, Discussion and Decision for addition of 34'x44' Two-Story 3 Car Garage **(R-1)** @ 220 Avenue D, Block(s) 9, Lot(s) Neels Addition – lot not identified on Property Appraiser, For – Paul & Kimberly Passanante, Contractor – Ulrich Construction. **Motion to approve with altered plans removing 2nd floor full bathroom. Applicant must present revised plans to City Staff: Joe Taylor, 2nd: Jim Bachrach, Opposed: Uta Hardy.**
5. Review, Discussion and Decision for addition of 28'x30' Open Carport/Garage **(Historic District)(O/R&R-1)** @ 213 Ave E, Block(s) 115, Lot(s) 1, 2, & 10' of Lot 3 – For – Kirk & Pennie Robertson, Contractor – Owner/Self **Motion to Approve: Jim Bachrach, 2nd: Uta Hardy. Motion Carried.**

Other Business

1. Planning & Zoning questions, concerns, comments, or suggestions on Mobile Food Truck Ordinance. **Discussion was held, Motion to move to workshop: Jim Bachrach, 2nd: Constance Peck. Special Workshop meeting date set for July 1, 2019 @ 6:00PM.**

Motion to Adjourn: Jim Bachrach, 2nd: Joe Taylor. Motion Carried.

A handwritten signature in black ink, consisting of several overlapping loops and lines, positioned above a horizontal line.

Chairperson Signature/Date

|

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 8, 2019**

SUBJECT: Grant Submittal Approval – 2019 Urban and Community Forestry Grant Program

AGENDA INFORMATION:

Agenda Location: Consent
Item Number: C
Department: Apalachicola Tree Committee
Contact: Dennis Winterringer, Chair and Ron Nalley, City Manager
Presenter: Dennis Winterringer, Chair

BRIEF SUMMARY: The purpose of Florida's Urban and Community Forestry (UCF) Grant Program is to provide financial assistance to local governments, Native American tribal governments, volunteer groups, nonprofit organizations, and educational institutions to initiate or enhance local urban and community forestry programs and improve the urban environment within the state of Florida. The state of Florida anticipates an allocation of \$200,000 for fiscal year 2019. The primary purpose of this UCF grant program is to mitigate the effect to the urban forest component of community infrastructures throughout the State of Florida impacted by recent hurricane and other weather-related events. The Tree Committee is preparing a grant request of \$5,000 to fund a tree inventory and management study for Battery and Lafayette Parks. A dollar-for-dollar match is required; however in-kind services of the FAMU arborist will be used as match for the grant proposal.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To Approve Submittal of a Grant Proposal to Florida's Urban and Community Forestry (UCF) Grant Program on behalf of the City of Apalachicola.

FUNDING SOURCE: Florida's Urban and Community Forestry (UCF) Grant

ATTACHMENTS: Legacy Arborist Services Proposal dated October 1, 2019

STAFF'S COMMENTS AND RECOMMENDATIONS: A tree inventory and a vegetative management study are important tools for the proper care of our parks and will ensure positive desired future outcomes to enhance public enjoyment, safety and environmental opportunities.



CONSULTING ARBORISTS — URBAN FORESTRY SPECIALISTS

PHONE: 850.508.6771

4010 Sun Hawk Blvd., Tallahassee, FL 32309

October 1, 2019

Re: City of Apalachicola, Florida, Lafayette Park and Battery Parks.

Dear Dennis Winterringer, Chairperson, Apalachicola Tree Committee,

This letter is response to our meeting in Apalachicola on September 28th to discuss vegetation management in the Lafayette and Battery Parks (excluding marina areas). At our meeting, we took a quick tour of both of the parks and discussed the current situation of management of all vegetation and with desired future outcomes to enhance public enjoyment, safety and environmental opportunities such as wildlife enhancements.

Below is an outline of my firm's (Natural Resource Planning Services, Inc, d/b/a Legacy Arborist Services) recommendations, and our proposed costs, for providing a map and management plan for the trees and understory vegetation for these parks. Sam Hand, FAMU Extension Faculty, will work with us on items 2, 3 and 4, to provide additional needed expertise.

1. Produce maps of each park suitable for incorporation into the City's Geographic Information System (GIS) including locations of adjacent streets, park boundaries, buildings and structures, walkways, playgrounds, and all individual trees.
2. A written report including a soils map and general tree plan with specific recommendation for structural remediation and/or removal of high-risk trees, and:
 - An Excel spreadsheet listing for each individual tree the:
 - Species,
 - Indication as to those that are non-native species (e.g., camphor and tallow),
 - Diameter at breast height,
 - Health rating on a 5-point scale (very poor to good),
 - Likelihood of structural failure on a 4-lettered scale (improbable to imminent danger),
 - Entity that would be affected (e.g., people, structure),
 - Degree of risk (low to high), and
 - Recommendation (prune, soil test and monitor, remove, etc.).
3. Aesthetic analysis of the tree canopy with replanting recommendations (utilizing, when appropriate, appropriate historical species.)
4. Groundcover management recommendations, including horticultural and wildlife enhancements.

Total Fee for Items 1-4 above: ----- \$5,000



CONSULTING ARBORISTS — URBAN FORESTRY SPECIALISTS

PHONE: 850.508.6771

4010 Sun Hawk Blvd., Tallahassee, FL 32309

Note: this estimate is based on FAMU assigning FAMU Extension Faculty arborist Sam Hand to provide assistance at no cost to the City of Apalachicola. If this does not occur, then the cost has to increase to \$10,000.00 total.

NRPS, Inc. carries liability, workman's compensation and automobile insurance. Proof of insurance is available for any of these policies upon request.

Please feel free to call on me if you have further questions or require additional clarification. I look very forward to doing business with you.

Sincerely,

A handwritten signature in black ink, appearing to read "Stanton Rosenthal", is written over a light blue horizontal line.

Stanton Rosenthal
Professional Forester
UF/IFAS Extension Forestry Agent Emeritus

cc: Sam Hand, FAMU Extension Faculty

APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 8, 2019

SUBJECT: Grant Submittal Approval – FDEM Hurricane Michael State Recovery Grant Program

AGENDA INFORMATION:

Agenda Location: Consent
Item Number: D
Department: Administration
Contact: Ron Nalley, City Manager
Presenter: Ron Nalley, City Manager

BRIEF SUMMARY: The Florida of Division of Emergency Management, through the Bureau of Recovery, will implement the funds in Specific Appropriation 2645A (Fla. Budget FY 2019-2020), provided for hurricane repair and recovery related to Hurricane Michael for projects that have insufficient federal funds, private funds, or insurance proceeds available. The Executive Office of the Governor, Division of Emergency Management is authorized to request budget amendments up to \$25 million requesting release of funds pursuant to Chapter 215, Florida Statutes, to provide resources to fund mitigation of local and county revenue losses and operating deficient; infrastructure repair and replacement; beach renourishment; and debris removal. The only project that meets the allowable activities for the program in the City is the repair of the Popham Building.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To Approve Submittal of a Grant Proposal to FDEM's Hurricane Michael State Recovery Grant Program on behalf of the City of Apalachicola.

FUNDING SOURCE: FDEM's Hurricane Michael State Recovery Grant

ATTACHMENTS: FDEM Information Sheet

STAFF'S COMMENTS AND RECOMMENDATIONS: The repair of the Popham Building meets the dollar threshold and non-eligibility for FEMA Public Assistance requirement. This may be one of the few grant programs that can bridge the funding gap between the cost of repairs and insurance proceeds for this building.



Hurricane Michael Hurricane State Recovery
Grant Program
Notice of Funding Opportunity
1.2

OVERVIEW

The Florida Division of Emergency Management, through the Bureau of Recovery, will implement the funds in Specific Appropriation 2645A (Fla. Budget FY 2019-2020), provided for hurricane repair and recovery related to Hurricane Michael for projects that have insufficient federal funds, private funds, or insurance proceeds available. The Executive Office of the Governor, Division of Emergency Management is authorized to request budget amendments up to \$25 million requesting release of funds pursuant to Chapter 215, Florida Statutes, to provide resources to fund mitigation of local and county revenue losses and operating deficient; infrastructure repair and replacement; beach renourishment; and debris removal.

AUTHORITY

- **Chapter 252**
Florida Statutes, Chapter 252 (Emergency Management).
<http://www.leg.state.fl.us/statutes/>

- **Chapter 215**
Florida Statutes, Chapter 215 (Financial Matters).
<http://www.leg.state.fl.us/statutes/>

Who Can Apply?

Eligible Applicants for this grant program include:

- Local Government;
- County Government;
- School Boards; and
- Charter Schools.

What Is the Grant For?

Assistance for applicants who experienced loss due to Hurricane Michael. The allowable costs under the Hurricane Michael State Recovery Grant Program are:

- Local or County Operating Deficits and/or Local or County Revenue Loss;
 - Sources of revenue include, but are not limited to taxes, intergovernmental revenues, charges for services, licenses, and permits
 - An operating deficit occurs when total operating expenses incurred exceeds the amount of operating revenue.
- Infrastructure (Building, Road, Bridge, etc.) Repair and/or Replacement;
- Beach Renourishment/Recreational Facilities; and

- Debris Removal.

Activities that are not included above will not be allowable.

For any questions on activities that are allowable under this grant, please email:

FDEM.StateGrant@em.myflorida.com.

How Much Can My Entity Ask For?

Proposed projects under this program must be at least **\$500,000.00**, not to exceed \$10 million. Each proposal must be in line with the allowable activities of the program in order to be considered for funding.

How Do I Apply?

Eligible applicants interested in applying for this program must submit a proposal. The proposal must detail the project for which the applicant intends to use the grant funds. The project must be for an eligible activity as outlined above.

The proposal must have the following components:

- Point of Contact for Project;
- Detailed Scope of Work including a timeline for project completion;
- Overall Cost for the Project;
- Line-By-Line Expense Listing;
- Narrative or Data on Impacts to the Community;
- Existing Procurement Policy, if applicable;
- Bids, Tabulations, Advertisements, etc. related to any procurement for services or commodities needed to perform the proposed project, if applicable;
- Existing Insurance Policy, if applicable;
- Proof that project is ineligible for FEMA Public Assistance (PA) Funding; and
- Signed letter certifying that the proposed project is not eligible for insurance proceeds or FEMA PA Funding;
- Projected revenue losses and operating deficits for the applicant's 2019/2020 fiscal year;
- Methodology and supporting documentation for these projections; and
- Applicant's Income Statements from last three fiscal years.

Proposals must be emailed to the Division at: FDEM.StateGrant@em.myflorida.com no later than end of day on **October 15, 2019**. Any proposal submitted after the deadline will not be considered for review and funding. It is the responsibility of the applicant to ensure that a complete proposal is submitted before the deadline. Before submitting your proposal please check it for completeness, accuracy, quality and readability. This should include verifying that all graphic elements, including tables, charts, and images are converted properly when saving original documents in PDF format as recommended.

APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 8, 2019

SUBJECT: Partial Road Closures for Events/Festivals

AGENDA INFORMATION:

Agenda Location: Consent
Item Number: E
Department: Police
Contact: Bobby Varnes, Police Chief
Presenter: Bobby Varnes, Police Chief

BRIEF SUMMARY: The Florida Seafood Festival Committee and Chunky Sunday Festival Committee have requested partial road closures coinciding with their events during the first weekend of November. Road closures on portions of SR30/US 98 with detours down Avenue D and between 8th and 9th Streets along Dr. Martin Luther King Jr. Boulevard will be required. The Police Department will assist in traffic control for these events.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To Approve the Temporary Closure of SR 30/US 98 with a Detour along Avenues D and the Temporary Closure of Dr. Martin Luther King Jr. Boulevard between 8th and 9th Streets.

FUNDING SOURCE: Not Applicable

ATTACHMENTS: Not Applicable

STAFF'S COMMENTS AND RECOMMENDATIONS: None.

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 8, 2019**

SUBJECT: City Attorney Legal Services Contract – Kristy Banks

AGENDA INFORMATION:

Agenda Location: Unfinished Business
Item Number: A
Department: Governing Body
Contact: Van Johnson, Mayor and Ron Nalley, City Manager
Presenter: Van Johnson, Mayor and Ron Nalley, City Manager

BRIEF SUMMARY: Based on the action in September by the City Commission to hire Kristy Banks as the new City Attorney, a contract for legal services has been developed for consideration by the Board. Present City Attorney Pat Floyd is reviewing the agreement and we will distribute the final document when it is ready.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To Approve the City Attorney Legal Services Contract between Kristy Banks and the City of Apalachicola.

FUNDING SOURCE: Legal Services – Governing Body

ATTACHMENTS: The legal services agreement will be distributed to the Commission when it has been reviewed and approved by the current City Attorney.

STAFF'S COMMENTS AND RECOMMENDATIONS: None at this time.



CITY OF APALACHICOLA

1 Avenue E · Apalachicola, Florida 32320 · 850-653-9319 · Fax 850-653-2205

www.cityofapalachicola.com

Mayor
Van W. Johnson, Sr.

OATH OF OFFICE

Commissioners
Brenda Ash
John M. Bartley, Sr.
James L. Elliott
Anita Grove

City Manager
Ron Nalley

City Administrator
Lee H. Mathes, MMC

City Clerk
Deborah Guillotte, CMC

City Attorney
J. Patrick Floyd

I, **Kristy Branch Banks**, do solemnly swear that I will support, protect and defend the Constitution and the government of the United States and the State of Florida and that I am duly qualified to hold office under the laws of the State of Florida and the Charter of the City of Apalachicola and that I will well and faithfully perform the duties of City Attorney of said City upon which I am about to enter, so help me God.

Sworn and subscribed before me this 8th day of October, 2019.

Kristy Branch Banks
Attorney

Witness

ATTEST:

Deborah Guillotte, City Clerk

CITY SEAL:

APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 8, 2019

SUBJECT: Resolution 2019-13 – Creating a Census 2020 Complete Count Committee for the City of Apalachicola

AGENDA INFORMATION:

Agenda Location: Unfinished Business
Item Number: B
Department: Administration
Contact: Deborah Guillotte, City Clerk
Presenter: Deborah Guillotte, City Clerk

BRIEF SUMMARY: The United States of America has performed a nationwide census every ten years since 1790. The more informed that residents become about the 2020 Census operations, the better their understanding of the census process becomes, thus increasing their willingness to participate. An accurate Census is essential to meeting the future funding needs of the City of Apalachicola. One method to increase awareness in the community is establishing a Census 2020 Complete County Committee. The committee will discuss and formulate strategies and techniques to enhance and increase the response rate to the Census.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To Adopt Resolution 2019-13 – Creating a Census 2020 Complete Count Committee for the City of Apalachicola.

FUNDING SOURCE: Not Applicable

ATTACHMENTS: Resolution 2019-13

STAFF'S COMMENTS AND RECOMMENDATIONS: The goal of the Complete Count Committee is to help educate the community and increase the response rate to Census 2020. A complete count is vital to the City of Apalachicola. Its accuracy affects not only political representation but whether adequate funding is disbursed to where it is needed the most in areas ranging from public safety to health insurance to education. Federal funds, grants and support to states, counties and communities are based on population totals and breakdowns by sex, age, race and other factors. Apalachicola benefits the most when the census counts everyone.

RESOLUTION #2019-13

A RESOLUTION CREATING A CENSUS 2020 COMPLETE COUNT COMMITTEE TO PLAN AND CONDUCT LOCAL EDUCATIONAL INITIATIVES, PUBLICITY AND PROMOTIONAL ACTIVITIES TO INCREASE COMMUNITY AWARENESS AND PARTICIPATION IN THE 2020 CENSUS

WHEREAS, the United States of America had performed a nationwide census every ten years since 1790, with the last census being in 2010; and

WHEREAS, an accurate census is essential for allocation of representatives to serve in the legislative bodies of the U.S. House of Representatives, the Florida State Legislature, and within the City of Apalachicola and Franklin County districts; and

WHEREAS, accurate census information is critical to planning for future growth, development, and social needs of the City of Apalachicola and Franklin County; and

WHEREAS, the more informed that residents become about the 2020 census operations, the better their understanding of the census process becomes, thus increasing their willingness to participate in the 2020 Census; and

WHEREAS, the Census Bureau is not permitted to publicly release responses furnished by any individual, or on behalf of an individual, or release information to other government agencies, including the Internal Revenue Service, the Immigration and Naturalization Service, law enforcement agencies or welfare agencies. In addition, per the Federal Cybersecurity Enhancement Act of 2015, census data is protected from cybersecurity risks through screening of the systems that transmit this data; and

WHEREAS, the purpose of the Complete Count Committee will be to advise and assist the City of Apalachicola in obtaining the most accurate and complete population count for Census 2020 by increasing the number of City responses through a focused, structured neighbor-to-neighbor program. The committee will also utilize the local knowledge, expertise and influence of each committee member to design and implement a census awareness campaign targeted to the Apalachicola community.

THEREFORE, BE IT HEREBY RESOLVED By the City Commission of the City of Apalachicola, Florida that;

1. A Census 2020 Complete Count Committee is hereby established to advise and assist the City of Apalachicola in obtaining the most accurate and complete population count for Census 2020.
2. The Committee shall discuss and formulate strategies and techniques, working with City staff and census bureau officials, to enhance and increase the response rate to Census 2020. The committee shall be responsible for planning and conducting local education initiatives, and for preparing of obtaining posters, flyers and handouts for use by the media and others. The Committee will also prepare materials for public service announcements on radio and social media.
3. The Committee shall consist of representatives from _____
The City of Apalachicola and Franklin County shall appoint a staff member to serve on said committee. *(Committee should include a broad spectrum of government and community leaders from education, business, healthcare, and other community organizations. For example – the County, Chamber of Commerce, Hospital, School System, and Faith-Based Organization).*
4. The Committee members shall serve from September 2019 through and including June 2020 at which time the Committee, having completed its work, shall dissolve, unless extended by the City Commission. No resolution dissolving or rescinding the committee is necessary.
5. Meetings – The Committee shall meet at least every three months (quarterly) but may meet more often as needed.

READ, APPROVED AND ADOPTED THIS 8th DAY OF OCTOBER, 2019.

ATTEST:

Deborah Guillotte, City Clerk

Van W. Johnson Sr., Mayor

APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 8, 2019

SUBJECT: Oaths of Office

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: A
Department: Governing Body
Contact: Deborah Guillotte, City Clerk
Presenter: Deborah Guillotte, City Clerk

BRIEF SUMMARY: In accordance with Florida State Statutes and the City of Apalachicola Charter, the newly elected Mayor and Commissioners will be sworn into office.

RECOMMENDED MOTION AND REQUESTED ACTIONS: Not Applicable

FUNDING SOURCE: Not Applicable

ATTACHMENTS: Oaths of Office – Mayor Kevin Begos, Commissioner Adriane Elliott and Commissioner Despina George

STAFF'S COMMENTS AND RECOMMENDATIONS: None



CITY OF APALACHICOLA

1 Avenue E • Apalachicola, Florida 32320 • 850-653-9319 • Fax 850-653-2205
www.cityofapalachicola.com

Mayor
Van W. Johnson, Sr.

OATH OF OFFICE

Commissioners
Brenda Ash
John M. Bartley, Sr.
James L. Elliott
Anita Grove

City Manager
Ron Nalley

City Administrator
Lee H. Mathes, MMC

City Clerk
Deborah Guillotte, CMC

City Attorney
J. Patrick Floyd

I, **Kevin Begos**, do solemnly swear that I will support, protect and defend the Constitution and the government of the United States and the State of Florida and that I am duly qualified to hold office under the laws of the State of Florida and the Charter of the City of Apalachicola and that I will well and faithfully perform the duties of City Commissioner of said City upon which I am about to enter, so help me God.

Sworn and subscribed before me this 8th day of October, 2019.

Kevin Begos
Mayor

Witness

ATTEST:

Deborah Guillotte, City Clerk

CITY SEAL:



CITY OF APALACHICOLA

1 Avenue E • Apalachicola, Florida 32320 • 850-653-9319 • Fax 850-653-2205
www.cityofapalachicola.com

Mayor
Van W. Johnson, Sr.

OATH OF OFFICE

Commissioners
Brenda Ash
John M. Bartley, Sr.
James L. Elliott
Anita Grove

City Manager
Ron Nalley

City Administrator
Lee H. Mathes, MMC

City Clerk
Deborah Guillotte, CMC

City Attorney
J. Patrick Floyd

I, **Adriane Elliott**, do solemnly swear that I will support, protect and defend the Constitution and the government of the United States and the State of Florida and that I am duly qualified to hold office under the laws of the State of Florida and the Charter of the City of Apalachicola and that I will well and faithfully perform the duties of City Commissioner of said City upon which I am about to enter, so help me God.

Sworn and subscribed before me this 8th day of October, 2019.

Adriane Elliott
City Commissioner

Witness

ATTEST:

Deborah Guillotte, City Clerk

CITY SEAL:



CITY OF APALACHICOLA

1 Avenue E • Apalachicola, Florida 32320 • 850-653-9319 • Fax 850-653-2205

www.cityofapalachicola.com

Mayor
Van W. Johnson, Sr.

OATH OF OFFICE

Commissioners
Brenda Ash
John M. Bartley, Sr.
James L. Elliott
Anita Grove

City Manager
Ron Nalley

City Administrator
Lee H. Mathes, MMC

City Clerk
Deborah Guillotte, CMC

City Attorney
J. Patrick Floyd

I, **Despina George**, do solemnly swear that I will support, protect and defend the Constitution and the government of the United States and the State of Florida and that I am duly qualified to hold office under the laws of the State of Florida and the Charter of the City of Apalachicola and that I will well and faithfully perform the duties of City Commissioner of said City upon which I am about to enter, so help me God.

Sworn and subscribed before me this 8th day of October, 2019.

Despina George
City Commissioner

Witness

ATTEST:

Deborah Guillotte, City Clerk

CITY SEAL:

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 8, 2019**

SUBJECT: Election of Mayor Pro-Tem and Determination of Board Liaisons

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: B
Department: Governing Body
Contact: Deborah Guillotte, City Clerk
Presenter: Deborah Guillotte, City Clerk

BRIEF SUMMARY: In accordance with the City of Apalachicola Charter, the City Commission will elect a Mayor Pro-Tem and determine board liaison responsibilities.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To Adopt Resolution 2019-22 Appointing and Designating a Mayor Pro-Tem for the City of Apalachicola.

FUNDING SOURCE: Not Applicable

ATTACHMENTS: Resolution 2019-22

STAFF'S COMMENTS AND RECOMMENDATIONS: City Clerk Deborah Guillotte is out of the office and I was unable to locate a list of the Board Liaison assignments and responsibilities (e.g. Audit Committee, Tree Committee). We will have this list ready for you at your meeting so that you can reassign commission member responsibilities as you determine appropriate.

**CITY OF APALACHICOLA
RESOLUTION NO. 2019-22**

A RESOLUTION BY THE CITY OF APALACHICOLA APPOINTING AND DESIGNATING A MAYOR PRO-TEM OF THE CITY OF APALACHICOLA.

WHEREAS, a Mayor and two Commissioners have been duly elected and are at this time taking their respective offices, and will serve with the remaining Commissioners, and

WHEREAS, it is necessary for the usual daily operation with the City of Apalachicola's business, and its various departments, that this Resolution be enacted and become effective.

BE IT ENACTED BY THE PEOPLE OF THE CITY OF APALACHICOLA:

Section 1. City Commissioner Seat __, _____ is hereby selected, appointed, and designated as the Mayor Pro-Tem of the City of Apalachicola.

NOW THEREFORE BE IT RESOLVED that the City of Apalachicola does hereby appoint and designate _____ as Mayor Pro-Tem.

ADOPTED this 8th day of October, 2019 at a regular meeting of the City of Apalachicola.

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

ATTEST

Deborah Guillotte, City Clerk

Kevin Begos, Mayor

**CITY OF APALACHICOLA
RESOLUTION NO. 2019-17**

A RESOLUTION OF THE APALACHICOLA BOARD OF CITY COMMISSIONERS RECOGNIZING THE RETIREMENT OF VAN W. JOHNSON, SR. AND COMMENDING HIM FOR TWENTY-TWO YEARS OF OUTSTANDING PUBLIC SERVICE TO BOTH THE PEOPLE OF APALACHICOLA AND THE NORTHWEST DISTRICT OF FLORIDA.

WHEREAS, Van W. Johnson Sr., has faithfully and conscientiously served the City of Apalachicola and its Citizens as a City Commissioner and City Mayor since October 7, 1997; and

WHEREAS, Van W. Johnson Sr., has served with two Mayors, eight City Commissioners, one City Manager, one City Clerk, two City Administrators, and one Attorney; and

WHEREAS, Van W. Johnson Sr., diligently provided his counsel on matters while protecting the interests of Citizens of Apalachicola; and

WHEREAS, Van W. Johnson Sr., has always put the greater good of the community ahead of personal considerations; and

WHEREAS, the important contributions Van W. Johnson Sr., has made to our City government and to the progress of our community are immeasurable and deeply appreciated; and

WHEREAS, since the institutional knowledge that Van W. Johnson Sr., possesses after more than 22 years cannot be replaced, we reserve the right to call upon him from time to time, and

WHEREAS, Van W. Johnson Sr., will be missed both professionally and as a friend; we extend our very best wishes for his continued success in his life's pursuits.

NOW THEREFORE BE IT RESOLVED, that the Apalachicola Board of City Commissioners, on behalf of a grateful community do hereby honor and thank Van W. Johnson Sr., for Twenty-two years of public service to the City of Apalachicola and extend to him our sincere best wishes for success in all his future endeavors.

ADOPTED by the Apalachicola Board of City Commissioners in regular session this 8th day of October, 2019.

FOR THE APALACHICOLA BOARD OF
CITY COMMISSIONERS

KEVIN BEGOS, Mayor

ATTEST:

DEBORAH GUILLOTTE, CITY CLERK

**CITY OF APALACHICOLA
RESOLUTION NO. 2019-18**

A RESOLUTION OF THE APALACHICOLA BOARD OF CITY COMMISSIONERS RECOGNIZING THE RETIREMENT OF JAMES L. ELLIOTT AND COMMENDING HIM FOR THIRTY-SIX YEARS OF OUTSTANDING PUBLIC SERVICE TO BOTH THE PEOPLE OF APALACHICOLA AND THE NORTHWEST DISTRICT OF FLORIDA.

WHEREAS, James L. Elliot has faithfully and conscientiously served the City of Apalachicola and its Citizens as a City Commissioner since October 1, 1983; and

WHEREAS, James L. Elliot has served with six Mayors, twelve City Commissioners, one City Manager, one City Clerk, two City Administrators, and three City Attorneys; and

WHEREAS, James L. Elliot diligently provided his counsel on matters while protecting the interests of Citizens of Apalachicola; and

WHEREAS, James L. Elliot has always put the greater good of the community ahead of personal considerations; and

WHEREAS, the important contributions James L. Elliot has made to our City government and to the progress of our community are immeasurable and deeply appreciated; and

WHEREAS, Since the institutional knowledge that James L. Elliot possesses after more than 36 years cannot be replaced, we reserve the right to call upon him from time to time, and

WHEREAS, James L. Elliot will be missed both professionally and as a friend; we extend our very best wishes for his continued success in his life's pursuits.

NOW THEREFORE BE IT RESOLVED, that the Apalachicola Board of City Commissioners, on behalf of a grateful community do hereby honor and thank James L. Elliott for Thirty-six years of public service to the City of Apalachicola and extend to him our sincere best wishes for success in all his future endeavors.

ADOPTED by the Apalachicola Board of City Commissioners in regular session this 8th day of October 2019.

FOR THE APALACHICOLA BOARD OF
CITY COMMISSIONERS

KEVIN BEGOS, MAYOR

ATTEST:

DEBORAH GUILLOTTE, CITY CLERK

**CITY OF APALACHICOLA
RESOLUTION NO. 2019-19**

A RESOLUTION OF THE APALACHICOLA BOARD OF CITY COMMISSIONERS RECOGNIZING THE RETIREMENT OF JOHN M. BARTLEY SR., AND COMMENDING HIM FOR TWENTY YEARS OF OUTSTANDING PUBLIC SERVICE TO BOTH THE PEOPLE OF APALACHICOLA AND THE NORTHWEST DISTRICT OF FLORIDA.

WHEREAS, John M. Bartley Sr., has faithfully and conscientiously served the City of Apalachicola and its Citizens as a City Commissioner since October 5, 1999; and

WHEREAS, John M. Bartley Sr., has served with three Mayors, seven City Commissioners, one City Manager, one City Clerk, two City Administrators, and one Attorney; and

WHEREAS, John M. Bartley Sr., diligently provided his counsel on matters while protecting the interests of Citizens of Apalachicola; and

WHEREAS, John M. Bartley Sr., has always put the greater good of the community ahead of personal considerations; and

WHEREAS, the important contributions John M. Bartley Sr., has made to our City government and to the progress of our community are immeasurable and deeply appreciated; and

WHEREAS, since the institutional knowledge that John M. Bartley Sr., possesses after more than 20 years cannot be replaced, we reserve the right to call upon him from time to time, and

WHEREAS, John M. Bartley Sr., will be missed both professionally and as a friend; we extend our very best wishes for his continued success in his life's pursuits.

NOW THEREFORE BE IT RESOLVED, that the Apalachicola Board of City Commissioners, on behalf of a grateful community do hereby honor and thank John M. Bartley Sr., for Twenty years of s public service to the City of Apalachicola and extend to him our sincere best wishes for success in all his future endeavors.

ADOPTED by the Apalachicola Board of City Commissioners in regular session this 8th day of October 2019.

**FOR THE APALACHICOLA BOARD OF
CITY COMMISSIONERS**

KEVIN BEGOS, MAYOR

ATTEST:

DEBORAH GUILLOTTE, CITY CLERK

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: October 8, 2019**

SUBJECT: Board of Adjustment Member Appointments

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: F
Department: Administration
Contact: Deborah Guillotte, City Clerk
Presenter: Deborah Guillotte, City Clerk

BRIEF SUMMARY: The Board of Adjustment has two position vacancies. The City Commission will need to appoint two new members to fill the four year term for these vacant positions, which ends on December 31, 2023.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To appoint _____ and _____ to the Board of Adjustment to serve a four year term, which ends on December 31, 2023.

FUNDING SOURCE: None

ATTACHMENTS: List of Current Board Members and Board of Adjustment Candidate Questionnaires

STAFF'S COMMENTS AND RECOMMENDATIONS: The Board of Adjustment consists of seven regular members serving staggered, four year terms.

**BOARD OF ADJUSTMENT
UPDATED 9/19/2019
2 VACANCIES**

Carrie Kienzle, Chair
Appointed: April 2008
15 8th Street
Apalachicola, FL 32320
Cell: 727-667-8162
caroline.kienzle@gmail.com

Dennis Winterringer
Appointed: May 2015
117 8th Street
Apalachicola, FL 32320
Home: 850-370-5086
dwinterringer@mediacombb.net

Atul Patel
Appointed: April 2015
249 W Hwy 98
Apalachicola, FL 32320
Cell: 850-323-1285
atul.patel85@icloud.com

VACANCY

Anna Maria Cannatella
Appointed: August 2004
88 Avenue G
Apalachicola, FL 32320
Cell: 850-323-1600
anna-maria@apalachicolahomes.net

VACANCY

Fonda Davis
Appointed: June 2005
P. O. Box 945
184 Avenue H
Apalachicola, FL 32320
Cell: 850-370-6437/ Work: 850-670-8167
Home: 850-653-8658
fondadavissr@yahoo.com

BOARD/COMMITTEE CANDIDATE QUESTIONNAIRE

REQUESTED BOARD/COMMITTEE APPOINTMENT

BOA

APPLICATION DATE

9-10-19

DATE APPOINTED

NAME:

Tricia McLemore

MAILING ADDRESS:

101 Bay Avenue

PHYSICAL ADDRESS:

101 Bay Ave. Apalachicola, FL 32320

CELL#:

850-653-7110

HOME#:

EMAIL:

bridgessouth@gmail.com

PLACE OF EMPLOYMENT:

Piggly Wiggly

WORK#:

1. HOW LONG HAVE YOU BEEN A RESIDENT OF THE CITY OF APALACHICOLA?

27 years

2. WHY ARE YOU INTERESTED IN SERVING ON THIS BOARD/COMMITTEE?

I feel that I should volunteer to serve on a board because I live in this community and should help this community

3. WHAT DO YOU FEEL YOU CAN CONTRIBUTE BY SERVING ON BOARD/COMMITTEE?

I feel that I can make sound judgments on decisions, and that because I have gone through the BOA experience, I can ~~help~~ ~~offer~~ help others in a timely manner

4. DO YOU HAVE ANY EXPERIENCE BY PREVIOUSLY SERVING ON ANY CITY, COUNTY, OR OTHER GOVERNMENTAL BOARDS? IF SO, WHICH BOARDS AND HOW LONG?

No, I have not served on any boards except Bay Community School which I helped start.

5. HAVE YOU ATTENDED ANY CITY MEETINGS? IF SO, WHICH ONES?

Yes, I have attended BOA meetings (5-22-18) and the most recent City Commission meeting (9-5-19)

6. WILL YOU BE ABLE TO CONTRIBUTE THE NECESSARY TIME TO PROPERLY RESEARCH ISSUES AND BE AVAILABLE TO ATTEND SCHEDULED MEETINGS?

yes. I will be able to devote time to the BOA

7. HAVE YOU READ AND/OR FAMILIAR WITH THE CITY'S LAND DEVELOPMENT CODE?

I have read some of the codes -

8. HAVE YOU READ AND/OR FAMILIAR WITH THE CITY'S COMPREHENSIVE PLAN?

yes. I have read some of the comprehensive plan.

9. HAVE YOU READ AND/OR FAMILIAR WITH THE CITY'S HISTORIC GUIDELINES?


yes. I have read some of the guidelines

10. DO YOU HAVE ANY EXPERIENCE IN CONSTRUCTION, PLANNING, LAND USE, OR ARCHITECTURE? IF SO, HOW LONG?

No, I do not.

11. IF APPOINTED, YOU WILL BE REQUIRED BY LAW TO FOLLOW THE SUNSHINE LAW. HAVE YOU READ AND/OR FAMILIAR WITH THE SUNSHINE LAW?

yes. I am familiar with the Florida sunshine law


SIGNATURE

Tricia McLemore
PRINTED NAME

Rec
9-11-19

BOARD/COMMITTEE CANDIDATE QUESTIONNAIRE

REQUESTED BOARD/COMMITTEE APPOINTMENT BOA

APPLICATION DATE 9-11-19

DATE APPOINTED _____

NAME: Lois Elizabeth Swoboda
MAILING ADDRESS: POB 453 Apalachicola 32329
PHYSICAL ADDRESS: 363 22nd St Apalachicola 32320
CELL#: (850) 653 5857 HOME#: same
EMAIL: ANTBETTY@EXCITE.COM

PLACE OF EMPLOYMENT: Aloha Bugs Pest Mgt
WORK#: 653 5857

1. HOW LONG HAVE YOU BEEN A RESIDENT OF THE CITY OF APALACHICOLA?
12+ years

2. WHY ARE YOU INTERESTED IN SERVING ON THIS BOARD/COMMITTEE?
Committee members needed
Public Service

3. WHAT DO YOU FEEL YOU CAN CONTRIBUTE BY SERVING ON BOARD/COMMITTEE?
long term knowledge of the area
strong background in environmental and
governmental issues

4. DO YOU HAVE ANY EXPERIENCE BY PREVIOUSLY SERVING ON ANY CITY, COUNTY, OR OTHER GOVERNMENTAL BOARDS? IF SO, WHICH BOARDS AND HOW LONG?

5. HAVE YOU ATTENDED ANY CITY MEETINGS? IF SO, WHICH ONES?
I attend several times a year

6. WILL YOU BE ABLE TO CONTRIBUTE THE NECESSARY TIME TO PROPERLY RESEARCH ISSUES AND BE AVAILABLE TO ATTEND SCHEDULED MEETINGS?

Yes

7. HAVE YOU READ AND/OR FAMILIAR WITH THE CITY'S LAND DEVELOPMENT CODE?

Yes

8. HAVE YOU READ AND/OR FAMILIAR WITH THE CITY'S COMPREHENSIVE PLAN?

Will do

9. HAVE YOU READ AND/OR FAMILIAR WITH THE CITY'S HISTORIC GUIDELINES?

Yes

10. DO YOU HAVE ANY EXPERIENCE IN CONSTRUCTION, PLANNING, LAND USE, OR ARCHITECTURE? IF SO, HOW LONG?

Landscaping 10 years

11. IF APPOINTED, YOU WILL BE REQUIRED BY LAW TO FOLLOW THE SUNSHINE LAW. HAVE YOU READ AND/OR FAMILIAR WITH THE SUNSHINE LAW?

Yes

SIGNATURE

Lois E Swoboda

PRINTED NAME

**Board of Adjustment
(Vacant Position)**

List of candidates to be considered for appointment to fill the remainder of the term of two vacant positions with the terms ending December 31, 2023.

Candidates not currently serving on the board to be considered for appointment:

1. Tricia McLemore
2. Lois Swoboda

Signature of Commissioner _____