

MINUTES OF THE REGULAR MEETING OF THE APALACHICOLA CITY COMMISSION HELD TUESDAY, NOVEMBER 3, 2020, 3:00 PM, AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT: Mayor Kevin Begos  
Commissioner Anita Grove  
Commissioner Adrian Elliott  
Commissioner Despina George  
Travis Wade, City Manager  
Deborah Guillotte, City Clerk  
Leo Bebeau, Finance Director  
Kristy Branch-Banks, Attorney

ABSENT: Commissioner Brenda Ash

**CALL OF ORDER**

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

**APPROVE THE AGENDA**

Commissioner Elliott made a motion to approve the Agenda. Commissioner Grove seconded and the motion carried 4-0.

**MAYOR AND COMMISSIONERS REPORT AND COMMUNICATIONS**

Mayor and Commissioners discussed the following: 1) Cares Act will be reimbursing all police officer salaries and benefits from 3/2020 to 12/2020; 2) Department of Environmental Protection confirmed that the City can continue with the hydrogen peroxide pilot project; 3) City Staff-Face Masks - please remember to wear face masks; 4) Water & Sewer Department Staffing - one employee has left and one employee has transferred to the public works department; 5) Management & Grant Assistance: Marvin Joss - Mr. Joss assists with grants administration and writing; and he will be here next week to talk about working part-time with grants; 6) Consent Order Fines - DEP rejected the offer of the swamp land at Scipio Creek to off-set the fine, but is now reconsidering some package of giving land and some in kind project - we are looking at other options; 7) Yearly Evaluation - Kristy Branch Banks - The Commission should contact Mr. Wade and give feedback to Attorney Banks to be on the December agenda; 8) Lafayette and Battery Park Pier updates - Mayor Begos stated the deadline is next week for the bids to be received and that completion of projects is April 2021; 9) Request for Workshop/Battery Park Marina proposals - Workshop scheduled for December 8th at 5:00 pm, before the regular meeting; 10) City building -We now have insurance amounts valued per building, and if anyone has any questions, contact Mr. Bebeau; 11) Public Meeting accessibility - zoom membership at \$1400 per year through the CARES ACT reimbursement; 12) scheduling a strategic planning session; 13) City's need of encroachment agreement policies; 14) request Mr. Wade research and see how many broken pipes in the alleys are due to commercial trucks; 15) hazard mitigation; 16) the agenda needs line items on the Agenda to confirm Planning and Zoning and Board of Adjustment Minutes; 17) budget amendments to be filed within thirty days; deadline will be November 30"; 18) the first CDBG-DR technical guidance meeting was held, and storm water projects were the highest priority; 19) Denton Cove - Water and sewer hook-up and fire hydrants; 20) trolley-people showing interest in leasing or buying, it costs the City \$500 per year for insurance; 21) old fire station and the items that need to be removed before the building is torn down; and 22) Career Source is funding a three month employee to work at cleaning under the Covid issue.

**PUBLIC COMMENT**

1) Bernard Simmons is requesting that on Friday and Saturday, he to be able to stay open at Q's Lounge and Bar, until 2:00 am; and also when the club closes, they were asking that the police not close the street down and allow people to gather and talk with each other. Chief Varnes stated this is the decision of the Commission. Mayor Begos stressed the importance of keeping social distancing and wearing facemasks during the Covid outbreak. Discussion held and the overall consensus of the Commission was that Q's Lounge and Bar be allowed to stay open until 2:00 am on Friday and Saturday, and to allow the streets to stay closed off after 2:00 am, unless there is any trouble, and the police have to be called out.

2) Barbara McNair requested permission for vendors to be able to set up booths on her property for the festival event this weekend. Discussion held, and the consensus of allowing vendors on Ms. McNair's property is that it would be allowed by the Commission; and 3) Judy Rice presented her complaint about a neighbor's fence. Mayor Begos requested written advice from Attorney Branch-Banks to be discussed at the December meeting.

**UNFINISHED BUSINESS  
WATER & SEWER RATE RELIEF PROPOSALS**

Discussion held and Mr. Bebeau recommends a combination of two discounts of a \$10 per month credit, for up to 250 low income seniors, during the 2020-21 fiscal year and the one (1) month, SUF credit to both residential and commercial businesses, with a total cost of approximately \$80,000, from the general fund. Mr. Bebeau recommends continuing the three (3) percent rate increase for all customers. Commissioners request that staff advertise and get the word out to our seniors, so they can apply for this relief.

Commissioner Grove made a motion to approve Mr. Bebeau's recommendation of a \$10 per month credit, for up to 250 low-income seniors, for the FY 2020-21 and a one (1) month, SUF fee credit for the December billing, for November usage, for all residential and commercial accounts, with a total cost of \$80,000 from the General Fund. Commissioner George seconded and the motion carried 4-0.

**NEW BUSINESS  
FLORIDA RURAL WATER ASSOCIATION - WATER & SEWER ASSET MANAGEMENT PLAN**

Mayor Begos stated over the past year, Florida Rural Water Association has worked with the City on a detailed Asset Management Plan for our water and sewer systems, which also provides guidance on the most urgent repair and maintenance priorities. The City must adopt these plans as part of our Revolving Loan Agreement with Department of Protection (DEP). Mr. Bebeau has also been trained to update the financial portions of the plans and will update these quarterly.

Mayor Begos read Resolution 2020-14 by title:

A RESOLUTION OF THE CITY OF APALACHICOLA, FLORIDA, APPROVING THE CITY OF APALACHICOLA UTILITY ASSET MANAGEMENT AND FISCAL SUSTAINABILITY PLANS ("AMFS PLANS") FOR THE DRINKING WATER AND WASTEWATER SYSTEMS; AUTHORIZING THE CITY MANAGER TO TAKE ALL ACTIONS NECESSARY TO EFFECTUATE THE INTENT OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.

Commissioner Grove made a motion to adopt Resolution 2020-14 approving the Water & Sewer Asset Management Plans. Commissioner George seconded and the motion carried 4-0.

**NEW BUSINESS  
CDBG-DR GRANT MANAGEMENT - BID AWARD**

Chris Holley stated the City received bids from Gouras & Associates, Ovid Partners with Access, and Dewberry and Andy Easton. Mr. Holley recommends Gouras & Associates for consulting services, to administer the Community Development Block Grant DR program (CDBG-DR) and authorization for the City Manager and attorney to enter into an agreement.

Commissioner Grove made a motion to approve Chris Holley's recommendation and award Gouras & Associates, CDBG-DR Grant Management consulting services. Commissioner Elliott seconded and the motion carried 4-0.

There will be a Special Meeting and Public Hearing held on November 16th at 4:00 pm, on the CDBG-DR grants.

**NEW BUSINESS  
BATTERY PARK MARINA COMMITTEE APPOINTMENTS**

Commissioner Elliott made a motion to appoint Dan Garlick and Mikel Garman to the Battery Park Committee, Commissioner Grove seconded and the motion carried 3-1. Commissioner George opposed.

Review of all committees are to be completed. Any vacancies are to be posted on the website and an ad placed in the paper.

**CITY MANAGER COMMUNICATIONS**

1) Community request - DJ for Hillside Seafood Festival gathering - Discussion held and resolved under Public Comments. Chief Varnes stated after further discussion with Mr. Cummings and Mr. Bernard, that a DJ was not being requested.

**ATTORNEY KRISTY BRANCH-BANKS COMMUNICATIONS**

Attorney Branch-Banks reviewed the following: 1) Action filed by Richard Hail against the City on October 28th on the Smith, Smith and Nall case, Mayor Begos stated that mediation was held a couple weeks ago on the Smith, Smith and Nall lawsuit filed by Pat Floyd, but nothing was resolved. Discussion held on the stormwater issue and getting an engineer to get an analysis for recommendation to the City; 2) 10th Street Property-clear title update.

**FINANCE DIRECTOR LEO BEBEAU**

Mr. Leo Bebeau reviewed the Fiscal Year September financials and stated he will be preparing the 2019-2020 Fiscal Year Budget Amendment and also a CDBG Grant Manhole Project Amendment.

**CONSENT AGENDA**

Mayor Begos presented the consent Agenda and asked if any items should be removed, before consideration of a motion

- Meeting Minutes Adoption – To Adopt the September 8, 2020 Regular Meeting, October 6, 2020 Special Meeting, and October 6, 2020 Regular Meeting Minutes.

Commissioner Elliott made a motion to amend the minutes to include Planning and Zoning minutes that are part of the Agenda package. Commissioner Grove seconded and the motion carried 5-0.

Commissioner Grove made a motion to approve the Consent Agenda with the discussed corrections. Commissioner George seconded and the motion carried 4-0.

**DEPARTMENT REPORTS**

No Comments.

**ADJOURNMENT**

With no further business, Commissioner Elliott made a motion to adjourn the meeting at 9:00 PM. Commissioner George seconded and the motion carried 4-0.

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Kevin Begos, Mayor

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Deborah Guillotte, City Clerk