CITY OF APALACHICOLA

COMMUNITY REDEVELOPMENT AGENCY

AGENDA

April 20, 2021

5:00pm
1 Bay Drive
Apalachicola, Fl. 32320

I. CALL MEETING TO ORDER

II. AGENDA ADOPTION

III. APPROVAL OF MINUTES

Approval of Minutes from meeting held on March 16th. See attachment 1, p. 2
Approval of Minutes from Special Meeting held on March 23rd. See attachment 2, p. 6

IV. PUBLIC COMMENTS

C.) AARP Grant Application Submission- ECCC/V. Webb/W. Tolliver

V. CRA BOARD MEMBERS COMMENTS

VI. CRA DIRECTOR'S REPORT

- Partnership Conversation update- Ash/Cummings
- Financial Report/Update- Leo Bebeau
- CRA Long-Range Plan - Commissioner Elliott p. ***ACTION ITEM***

VII. OLD BUSINESS

- CRA Plan Review/Adjunct Committee- Commissioner Grove
- Public Works Project - Diane Brewer p. 11; Mayor Begos ***ACTION ITEM***
- Project Update: Mayor Begos
    - Workforce Housing
    - Historical Marker: Holy Family ***ACTION ITEM***
    - Preservation Discussion: Acquisition Opportunity:
        1) Complex that house Q's Lounge
        2) Croom's Mini Mall Structure

VIII. NEW BUSINESS

a) Kiosk Sign - Commissioner Grove
b) Apalachicola Historical Society/Raney House – C. Greene p. 15 ***ACTION ITEM***
c) Historic Preservation Grant – Cindy Clark

VIIII. ADJOURNMENT

Attachment 1

CITY OF APALACHICOLA

COMMUNITY REDEVELOPMENT AGENCY

MINUTES

March16, 2021
1 Bay Drive
Apalachicola, Fl. 32320

I. CALL MEETING TO ORDER

Meeting was called to Order with a prayer and the Pledge of Allegiance by Co-**Chair Lockley**

II. AGENDA ADOPTION

A **Motion** was made to adopt Agenda by Commissioner **Grove** and **2nd by Commissioner George**

III. APPROVAL OF MINUTES

Commissioner Grove made a **Motion** to approve both sets of Minutes, Commissioner **George 2nd Motion** *with discussion.* Co-Chair **Lockley** approved discussion.

Commissioner **Grove** noted an error on February's meeting Minutes and suggested a correction. None opposed. **Motion carried unanimously**. Minutes approved *with* correction.

IV. PUBLIC COMMENTS

Community resident(s) Willie Tolliver and Val Webb spoke on ECCC applying for an AARP grant on behalf of Holy Family and requested permission to apply. They also requested to be in partnership with the CRA i.e. support being that Holy Family in city property located in the CRA district. Support and recommendations was given. None opposed**.**

V. CRA BOARD MEMBERS COMMENTS

Chair Ash asked for clarification on the AARP grant and suggested that a draft of the grant application along with a preliminary drawing be presented to Cummings to determine the specifics of the AARP grant proposal. **Ash** also suggested that a preliminary grant proposal be presented at the next City Commission meeting for further consideration.

Commissioner George inquired about actions taken by ECCC regarding the preparation, completion, and submission of AARP grant and what was expected of the CRA if support and partnership was extended.

FD **Bebeau** clarified the city's obligation to manage the construction and maintenance of any public spaces/fixtures installed on the grounds at Holy Family based on USDA guidelines. Bebeau also suggested that Webb and Tolliver map out their proposed additions to be installed on the grounds at Holy Family in an effort to determine what part, if any, the city could include in its CDBG grant application and what would be applied for through the AARP grant.

Commissioner **George** recommended additional resources for Webb and Tolliver to research/follow up on.

Committee Member **Coon** inquired about the CRA's ability to track hours for CRA Director Cummings. **Chair Ash** suggested that Coon follow up with Bebeau to get additional information on Director's schedule.

VI. CRA DIRECTOR'S REPORT

a) Partnership Discussion - City Manager Wade

City Manager **Wade** provided information on conversation/email correspondence(s) between the City, CRA Chair, Heath and Chase Galloway from Galloway Construction regarding affordable housing/workforce housing. CM Wade and Chair Ash met with Galloway Construction to discuss workforce housing options for the city and shared that Galloway Construction offered to do provide a rough estimate on the cost to build homes at lower costs as well as provide information on ways to reduce costs. **Chair Ash** shared that the general consensus was to come up with a plan/proposal where the City would work with a licensed contractor to build affordable workforce housing within the CRA district and to begin a project to build affordable housing. Galloway Construction was asked to provide a proposal of what the partnership would entail i.e. what they are willing to contribute and what would be required of the city/CRA in order to create said partnership. **Ash** also suggested that other contractors be brought in on the partnership discussion.

d) Project Updates- Finance Director Bebeau

Bebeau provided an update on the final stages of the Alley Cleanup project and shared that the CRA has paid under four thousand dollars for

the cleanup. Bebeau mentioned utilizing left-over funds from the Alley Cleanup Project to level and fill existing potholes in the alleyways within the CRA district.

A **Motion** was made to table *action item* Alley-Fill to another meeting by Commissioner **George** and 2nd by **Co-Chair Lockley. Motion carried unanimously.**

e) 6th Street Restroom Update- Jeff Lockley

Lockley asked Cummings to provide update. Lockley also suggested that take on the process of soliciting architects/engineers to provide restroom specifications. **Cummings** accepted and will work on aforementioned task. No further update was provided.

CM **Wade** mention the city's partnership with Dewberry and City Planner Gina who may be available to assist the CRA with the engineering design i.e. create a scope of work along with a mock plan and cost estimate at a shared cost. Finance Director Bebeau shared the cost of obtaining Gina would be $90/hr., given 5 hours to compile request would be capped at $500. Wade agreed.

Bebeau added, the city could ask Gina to provide a list of preliminary requirements on making the proposed restroom ADA compliant in accordance with the current structure located at 222 6th Street. Bebeau gave insight on ADA compliance and the need to increase the proposed restroom dimensions to be in compliance with ADA standards i.e. a minimum interior of 7'x12' for each of the restrooms. Bebeau went on to suggest that the structure be in the range of 12'x14' and stated that there would need to be a commitment by the city to maintain said restroom and suggested that the CRA develop a plan to maintain external restroom and present plan to the City. Bebeau asked if the CRA would commit $2,500-$3,000 towards the initial cost to obtain an architect/engineer to develop drawings w/specifications to be presented back to the CRA for approval. Bebeau proposed that the CRA

A **Motion** was made by **Lockley** for the CRA to commit up to $2,500 towards the cost of obtaining an architect/engineer to develop the dimensions and compile specifications for the external restroom proposed for 6th street recreation center in accordance with the ADA. **Motion** was **2nd by Commissioner George**. **Motion carried unanimously.**

Chair Ash suggested that Cumming research other areas/communities to identify similar challenges and how they address the maintenance of similar facilities.

f) CRA Plan Outline Proposal- Commissioner Grove

Commissioner Grove presented the Board with a model CRA Plan which could serve as guideline details what a CRA plan should consist of and suggested that the CRA use it a guide to further develop its current CRA Plan. Grove suggest creating a vision for the overall objective of the CRA and have an assessment(s) done within the CRA district to further determine areas of focus within the boundaries of the CRA district. Furthermore, Grove presented an outline of what the CRA Plan should include and asked the Board to adopt the outline. Grove spoke on the goal of the CRA plan is to build a long-range plan and develop the strategies to achieve said vision and overall objective.

Ash recommended Grove and Cummings create a small adjunct committee consisting of an odd number of residents from the CRA district along with any Board member who would like to assist with the development of the CRA plan.

Chair Ash asked for a **Motion** to adopt the CRA Plan Outline. A **Motion** was made by **Committee Member Coon** and **2nd by Commissioner George. Motion carried unanimously.**

VII. OLD BUSINESS

Project Updates: Mayor Begos

A) Historical Marker: Holy Family

Begos, absent. **FD Bebeau** stated that he was instructed to speak on said update and presented an informal request for a historical marker on behalf of Holy Family, Bebeau asked Board for permission to start the process of gathering the information required to complete the application for the marker. **Chair Ash** was in support of the initiative. No action was taken.

B) 5th Street Public Works yard Clean-Up

Bebeau commented that the City is currently in discussion to develop a plan-of-action to remove and demolish every structure located on the grounds of the former Public Works Station **except** the water tower and the original brick Water Works building. A **Motion** was made by Commissioner **Grove** to withdraw action item from OLD BUSINESS: 7(b). **Motion** was **2nd by** Commissioner **George.** None opposed**. Motion carried unanimously**

C) Battery Park Marina Seawall

FD **Bebeau** proceeded to provide an update on various line items that the CRA has allocated funds for and shared the balance of funds for each ongoing project. Bebeau proposed that the CRA allow the $25,000 earmarked funds for the Battery Park Seawall grant to be applied towards the repair of the seawall with the remaining balance coming from insurance proceeds and the Battery Park's basin account.

A **Motion** was made by Commissioner **Grove** to use the $25,000 in earmarked funds that was originally approved as matched funds for the grant, to be used as a committed amount towards the repair of Battery Park Seawall and dock; referencing Bebeau's recommendation that the remaining balance be paid from insurance proceeds and Battery Park's basin account. **Motion** was **2nd by Commissioner George**. None opposed. **Motion carried unanimously.**

D) CRA Preservation- Discussion/Action

In Mayor Begos' absence Cummings suggested that the CRA table line item VII (d) *Acquisition Opportunities* for the next CRA meeting

VIII. ADJOURNMENT

Chair Ash clarified available funds in the CRA account which are unallocated and totals $259,700. **Chair Ash** recommends that the Board start evaluating projects to appropriate funds before the end of the fiscal year. FD Bebeau clarified available balance with Chair Ash, reflecting the 2,500 additional appropriations to the Historical Marker project however; there was no Motion to take action.

Commissioner Grove inquired about the annual report and it was agreed upon that the annual report would be submitted before the Board via a Special Meeting to review and approve report before submission. Ash stated being in favor of holding a 15 minute special meeting, March 23rd, 2021 to approve annual CRA report. Committee Member **Coon** made a **Motion** to have a 15 minute Special Meeting on March 23rd in order to review and approve the annual report. **Motion** was **2nd by Commissioner George.** None opposed. **Motion carried unanimously.**

Chair Ash asked for a **Motion** to adjourn meeting. A **Motion** to adjourn was made by Commissioner **George** and **2nd by Commissioner Grove.** None opposed. **Motion carried unanimously.**

CITY OF APALACHICOLA

COMMUNITY REDEVELOPMENT AGENCY

MINUTES

SPECIAL MEETING

March23, 2021

1 Bay Drive
Apalachicola, Fl. 32320

I. CALL MEETING TO ORDER

Meeting was called to order at 3:45 pm by **Chair Ash**.

Members present: Mayor Kevin Begos, Commissioners Brenda Ash, Adrianne Elliott, Despina George, and Anita Grove

Staff present: Finance Director (FD) Leo Bebeau, City Manager (CM) Wade, and CRA Director Sheneidra Cummings

II. AGENDA ADOPTION

A **Motion** to adopt the agenda was made by Commissioner **Elliott** and **2nd by Commissioner** Grove. None opposed. **Motion carried unanimously**.

III. APPROVAL ANNUAL REPORT FOR 2020

A **Motion** to approve the CRA Annual Report 2020 was made by Commissioner **Elliott**. Commissioner **Grove** 2nd Motion to approve, *with discussion*. **Chair Ash** opened up the meeting for *discussion*. Commissioner **George** spoke on the errors that she found in the report and suggested to work with Finance Director Bebeau to correct the errors and submit the annual report on behalf of the CRA. None opposed.

Commissioner Grove proposed to amend her 2nd if Commissioner **Elliott** was comfortable with amending her **Motion**, which would enable Commissioner George to remedy the errors in the annual report. Commissioner **Elliott** agreed and amended her

previous **Motion**. **Elliott Motioned** to approve the CRA 2020 Annual Report contingent upon it being brought into compliance with the Florida Statute 163.371 including correcting any grammatical and erroneous errors. **Motion** was **2nd by Commissioner Grove**. **Motion carried unanimously**.

IV. ADJOURMENT

Chair Ash asked for a **Motion** to Adjourn. **Motion** to Adjourn was made by **Elliott** and 2nd by Mayor **Begos**. **Motion carried unanimously**.

Attachment 3

CRA Plan Outline

1. **Introduction and Overview**
   a) Historic distinctiveness

2. **Conditions**
   a) Site conditions (infrastructure)
   b) Building conditions

3. **Existing Plans**

4. **Boundary description**

5. **Inventory and Analysis**

6. **Zoning (map and zoning description)**
   a) List of zoning districts
   b) Zoning Issues/Concerns

7. **Plan/Vision**

8. **Needs**

9. **Opportunities**

10. **Actions**
    a) Short- range actions: **Acquisitions and Infrastructure**
       - **Identify blighted or dilapidated parcels within CRA district boundaries that could be purchased in accordance FS 163.370 for rehabilitation or redevelopment.**
       - **Maintain existing infrastructure and create public improvements in accordance with FS 163.370 10(d) to benefit low to moderate income individuals and families.**
    b) Mid-range actions: **Commercial and Residential Revitalization**
       - **Form public private partnerships to facilitate redevelopment, revitalization, and beautification of both commercial and residential areas within the CRA district boundaries.**

c) Long-range actions: **Culture, Education, Heritage**

- **Promote community pride via education and celebration of local culture and heritage.**

11. Implementation Strategies

Apalachicola's Historic Water works

What's left of the City's 1906 brick pumping station is well worth saving, as the cities of Tallahassee, Gainesville and Jacksonville have done.

Begun after a fire burned two city blocks downtown, Apalachicola installed a public water system. The remains of the one story brick building on 5th Street (Live Oak Street) was originally built to house the well and pumping machinery. W.C. Van Fleet, a contractor, bore the well. Three and a half miles of pipeline were laid by Robert J. Aiken, plus a brick ground reservoir holding 100,000 gallons and a 100,000 gallon elevated steel tower on Gorrie Square. A September 8, 1906 Apalachicola Times article reported "The gentlemen composing the Water Board have worked hard to have a first class system…erected for the City."

Later, in 1922, the City's telephone and electric lighting plant was moved from the river to the water works plant, and a building built by well-known contractor G.H. Marshall was erected to hold them.

Long unused for the water system, and now a site for storing City vehicles, this site of this once beautiful building has become derelict and subject to neglect and abuse. It has been reported that bricks have been removed from the building for many years.

Located within Apalachicola's Community Redevelopment district (CRA) and the City's nationally designated historic district, cleaning up, stabilizing, designating and securing the old pumping station will do much to improve the blight in this area, which is as close as the residential block across the street!

Other Florida cities have done so already. Gainesville's Boulware Springs Waterworks building, the same age, as Apalachicola's (though not nearly as pretty), was once used meeting space, and is now a historic site.

Tallahassee has listed it on the National Register. Located at the intersection of East Gaines and South Gadsden Streets, Tallahassee has worked to restore it since 2015. In 2016, its City Commission voted unanimously to spend $10,000 for a building assessment and $50,000 for matching grant funds for Phase 1 renovations leading to approval and funding from the Community Redevelopment Agency for $750,000 for Phase II restoration. The Florida Trust for Historic Preservation held a reception there to raise awareness for the site, which is now being redeveloped by private entrepreneurship.

We hope to begin the process to save Apalachicola's historic water works with approval for a grant application by the City. A grant application will NOT specify or commit the City to any future use of the water works site but we must make a start. This initial phase of site cleanup, historic designation of the building, wall stabilization and a security fence, will improve the neighborhood immediately.

At its meeting of May 3, the Apalachicola City Commission recommended referring the water works project to the CRA Committee stating that, before grant applications, the first step is to obtain an assessment of the site from a structural engineer. An assessment is being done on the Popham House currently for less than $5,000.

We ask the CRA to support the project and approve engaging and paying for a structural engineer's assessment of the water works.

Please refer to the attached photos for additional information about Apalachicola's historic water works.

Thank you,
Diane K. Brewer
April 9, 2021

Pumping station - Apalachicola, Florida.

(Share to Classroom) COPY URL

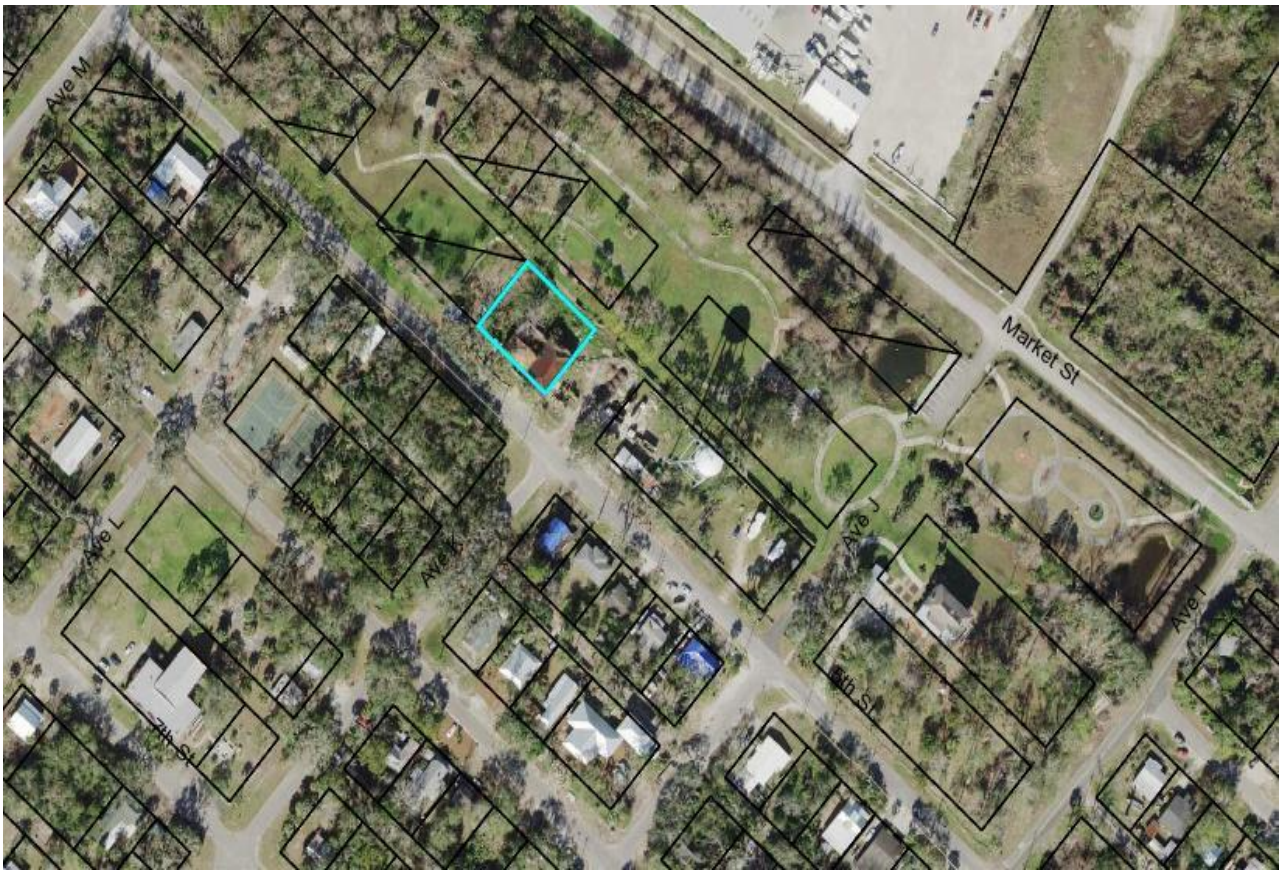
DOWNLOAD

PUBLIC DOMAIN

DESCRIPTION

IMAGE NUMBER
RC09452

DATE
1910 (circa)



Owner Address APALACHICOLA CITY OF
192 COACH WAGONER BLVD
APALACHICOLA, FL 32320

Parcel ID
01-09S-08W-8330-0186-0090

Brief Tax Description BL 186 LOTS 9 10
District 3

For: Apalachicola CRA Meeting Tuesday, April 20, 2021
From: Caty Greene, President**, Apalachicola Area Historical Society (AAHS)**

RE: The Raney House Museum

The Raney House Museum is an important part of the fabric of downtown Apalachicola. As a historical destination, tourists and local residents can learn to appreciate the long history of the town. The property is owned by the City of Apalachicola, and run as a public museum by the AAHS Grant application for restoration of the Raney House exterior and foundation, to be submitted to the Division of Historical Resources, Dept. of State Deadline June 1, 2021 (2021 Grant request total: $320,000, see below)

25% MATCH REQUIRED: $80,000

CRA funds would be matched by State on 1:3 bases

Scope of Work & Budget:

Partial Foundation Stabilization (Dining Room): $35,000

Decorative Column Replacement: $60,000

Historic Wooden Window Repair: $75,000

Exterior Paint (with repair as needed): $80,000

Electrical Upgrade: $15,000

Geo-technical Evaluation: $5,000

Architectural Services: $35,000

Administration: $15,000

GRANT TOTAL: $320,000

MATCH REQUIREMENT: $80,000

The Apalachicola Area Historical Society match in 2019: $39,694
$40,000 more is needed for 2021 application, several donations has already been pledged by private individuals and businesses. Fundraising is ongoing.
Amount Requested: $25,000