

**REGULAR MEETING
CITY COMMISSION
CITY OF APALACHICOLA, FLORIDA
TUESDAY, NOVEMBER 5, 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 2019-23 Thanking Mike Kinnett for his Dedication to the City and to Orman House State Park
 - B. Proclamation Declaring November 30, 2019 as Small Business Saturday
 - C. Florida Department of Environmental Protection (DEP) Meeting Update
- IV. City Manager Communications
 - Census 2020 Complete Count Committee
 - Financial Update
 - Project Impact Grant Award Announcement
 - Exploratory Oil Drilling Proposal in Calhoun and Gulf Counties
- V. Attorney Kristy Branch Banks Communication
 - Special Meeting – Shade Meeting for Moore Lawsuit – November 12, 2019 at 2:00 pm
 - Special Meeting – Shade Meeting for Grieg Lawsuit – November 26, 2019 at 2:00 pm
- 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 October 8, 2019 Regular Meeting, October 10, 2019 Special Meeting, October 14, 2019 Special Meeting and October 17, 2019 Special Meeting Minutes.
 - B. National Fish and Wildlife Foundation Emergency Coastal Resilience Fund
 - **Suggested Motion:** To Approve Submittal of a Grant Proposal to National Fish and Wildlife Foundation Emergency Coastal Resilience Fund on behalf of the City of Apalachicola.

VIII. Unfinished Business

- A. Duke Energy Electric Franchise Agreement – First Reading
 - **Suggested Motion:** To Approve the First Reading of Ordinance 2019-02 Granting Duke Energy of Florida an Electric Franchise with the City of Apalachicola and to Proceed with the Adoption Process.
- B. Sale of City Owned Property and Triumph Housing Grant Initiative Discussion
 - **Suggested Motion:** None at this time pending further discussion by the City Commission.

IX. New Business

- A. Apalachicola Main Street Discussion
 - **Suggested Motion:** None at this time pending further discussion by the City Commission.
- B. Audit Discussion
 - **Suggested Motion:** None at this time pending further discussion by the City Commission.
- C. City Manager Discussion
 - **Suggested Motion:** None at this time pending further discussion by the City Commission.
- D. Ordinance 2019-09 Amending the Fiscal Year 2018-2019 Annual Budget – First Reading
 - **Suggested Motion:** To Approve the First Reading of Ordinance 2019-09 and Proceed with the Adoption Process.
- E. Ordinance 2019-10 Designating the Official Seal of the City – First Reading
 - **Suggested Motion:** To Approve the First Reading of Ordinance 2019-10 and Proceed with the Adoption Process.
- F. Approval of Loan Commitment from Centennial Bank for Interim Financing for the Drinking Water Improvements Project
 - **Suggested Motion:** To Approve the Loan Commitment Letter from Centennial Bank for Interim Financing for the USDA Rural Development Project and Authorize the Mayor to Execute any Necessary Documents.
- G. Board Priorities Discussion
 - **Suggested Motion:** None at this time pending further discussion by the City Commission.

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.

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: November 5, 2019**

SUBJECT: Resolution 2019-23 Thanking Park Ranger Michael Kinnett for his Dedication to the City and to Orman House State Park

AGENDA INFORMATION:

Agenda Location: Mayor and Commissioners Reports and Communications
Item Number: A
Department: Administration
Contact: Ron Nalley, City Manager
Presenter: Kevin Begos, Mayor

BRIEF SUMMARY: State Park Ranger Michael Kinnett has worked at Orman House State Park for the last twelve years. Resolution 2019-23 expresses the Commissions gratitude and respect for his work and extends its best wishes to Ranger Kinnett and his wife Billie upon his retirement.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To Approve Resolution 2019-23 Thanking Park Ranger Michael Kinnett for this Dedication to the City and Orman House State Park.

FUNDING SOURCE: Not Applicable

ATTACHMENTS: Resolution 2019-23

STAFF'S COMMENTS AND RECOMMENDATIONS: Staff also wishes to thank "Ranger Mike" for his dedication and hard work at the Orman House State Park.

**CITY OF APALACHICOLA
RESOLUTION 2019-23**

**A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF APALACHICOLA, FLORIDA
THANKING PARK RANGER MICHAEL KINNETT FOR HIS DEDICATION TO THE CITY
AND TO ORMAN HOUSE STATE PARK.**

WHEREAS, State Park Ranger Michael Kinnett has worked at Orman House State Park for the last twelve years; and,

WHEREAS, Ranger Kinnett has put his heart and soul into caring for the historic 1838 house and its grounds; and,

WHEREAS, Ranger Kinnett has brought Apalachicola history to life for tens of thousands of visitors with his knowledgeable and witty tours of the home; and,

WHEREAS, Ranger Kinnett confronted in his daily work storms, hordes of insects, a limited budget, occasionally Byzantine bureaucracy, and the constant challenges of caring for a historic home; and,

WHEREAS, Ranger Kinnett still worked tirelessly with Orman descendants, volunteers, and the State to add historic furnishings, documents, and clothing to Orman House; and,

WHEREAS, Ranger Kinnett's efforts have enriched the culture, economy, and reputation of Apalachicola.

NOW THEREFORE, BE IT RESOLVED that the City Commission of the City of Apalachicola expresses its gratitude and respect for Park Ranger Michael Kinnett's work, and extends its best wishes to Ranger Kinnett and his wife Billie for all their future adventures.

ADOPTED by the City Commission of the City of Apalachicola this 5th day of November, 2019.

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

ATTEST

Deborah Guillotte, City Clerk

Kevin Begos, Mayor

APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: November 5, 2019

SUBJECT: Proclamation Declaring November 30, 2019 as Small Business Saturday

AGENDA INFORMATION:

Agenda Location: Mayor and Commissioners Reports and Communications
Item Number: B
Department: Administration
Contact: Ron Nalley, City Manager
Presenter: Kevin Begos, Mayor

BRIEF SUMMARY: Small Business Saturday was created in 2010 in response in response to small business owners' most pressing need – more customers. Falling between Black Friday and Cyber Monday, Small Business Saturday is dedicated to supporting the diverse range of local businesses that help create jobs, boost the economy, and preserve our communities around the country.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To Approve Proclamation Declaring November 30, 2019 as Small Business Saturday.

FUNDING SOURCE: Not Applicable

ATTACHMENTS: Proclamation – Small Business Saturday

STAFF'S COMMENTS AND RECOMMENDATIONS: This Proclamation is adopted annually by the City Commission in support of the Apalachicola merchants and to encourage citizens to shop local.

Proclamation
Proclaiming November 30, 2019 as Small Business Saturday

Whereas, the government of Apalachicola, Florida, celebrates our local small businesses and the contributions they make to our local economy and community; and,

Whereas, according to the United States Small Business Administration, there are 30.7 million small businesses in the United States, who represent 99.7 percent of all firms with paid employees in the United States, and are responsible for 64.9 percent of net new jobs created from 2000 to 2018; and

Whereas, small businesses employ 47.3 percent of the employees in the private sector in the United States; and

Whereas, 94% of consumers in the United States value the contributions small businesses make in their community; and

Whereas, 96% of consumers who plan to shop on Small Business Saturday® said the day inspires them to go to small, independently-owned retailers or restaurants that they have not been to before, or would not have otherwise tried; and

Whereas, 92% of companies planning promotions on Small Business Saturday said the day helps their business stand out during the busy holiday shopping season; and

Whereas, 59% of small business owners said Small Business Saturday contributes significantly to their holiday sales each year; and

Whereas, Apalachicola, Florida supports our local businesses that create jobs, boost our local economy and preserve our communities; and

Whereas, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

Now, Therefore, I, Kevin Begos, Mayor of Apalachicola, Florida do hereby proclaim, November 30, 2019, as:

SMALL BUSINESS SATURDAY

And urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.


ATTEST:

Deborah Guillotte, City Clerk

Kevin Begos, Mayor

November 5, 2019

TO: Mayor and City Commission

FR: Ron Nalley, City Manager 

RE: City Manager Communications – November City Commission Meeting

During your meeting on November 5th, I will be giving a brief update on several matters. Below is a summary of those topics:

- 1) Census 2020 Complete Count Committee – The Complete Count Committee met on October 24th and participated in the training provided by the US Census Bureau. The initial committee will be looking for additional volunteers to assist them as they begin their work. It is important to remember that help is needed to encourage everyone to complete and respond to the 2020 Census. Their next meeting is scheduled for November 18th at 3:00 p.m. at City Hall.
- 2) Finance Update – The 2018-2019 fiscal year end financial statements are included in the agenda packet. The good news is that the City ended with a positive cash balance in both the General and Enterprise Funds. The City is slowly building its cash reserves and investing additional money into maintenance and repairs to our operations and utility systems. Please take the opportunity to thank all of staff for their hard work and dedication to improving the financial condition of the City.
- 3) Project Impact Grant Award Announcement – Congratulations to Nadine Kahn and Project Impact staff for the announcement that the City has been recommended for funding of their program through the 21st Century Community Learning Centers Grant. The \$2,556,600 award will extend Project Impact and this wonderful program for an additional five years.
- 4) Exploratory Oil Drilling Proposed in Calhoun and Gulf Counties – The Commission recently received information from Georgia Ackerman with Apalachicola Riverkeeper regarding exploratory oil drilling proposed in Calhoun and Gulf Counties. I have been approached by two commissioners expressing interest in officially following up on this matter. In speaking with Mrs. Ackerman, there is still time for the City to take action in the form of written comments to DEP if the Commission provides staff with that direction.

If you questions or have other topics that you would like for me to update you on, please do not hesitate to contact me.

2020 Census Complete Count Committee Timeline

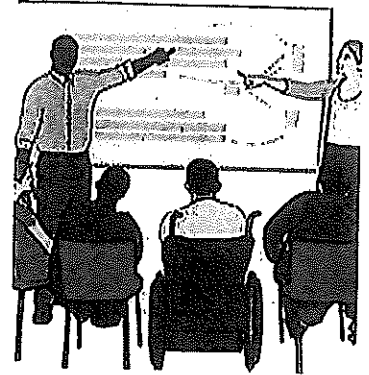
United States
Census
2020

U.S. Department of Commerce
Economic and Statistics Administration
US CENSUS2020
census.gov

Education Phase

Now to December 2019

- **CCC Chair & Subcommittee chairs educate respective members on the mission of the CCC.**
The message to each member is that census is a civic activity that affects people of all ages, races, cultures and ethnicities, regardless of citizenship.
- **Hold regular meetings to report on tasks, other activities, including subcommittee reports.**
- **Proceed with census awareness-building activities.**
- **Evaluate the effectiveness of CCC activities.**
- **Saturate the community with at least one census awareness-building activity each month.**



Awareness Phase

January 2019 to February 2020

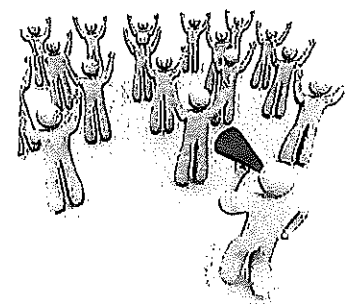
- **Government and community leaders participate in activities highlighting the message that the 2020 Census is easy, important and safe.**
- **Hold regular CCC and subcommittee meetings.**
- **Review task lists and subcommittee plans.**
- **Finalize plans for activities to encourage residents to complete and respond to the census.**
- **Finalize plans for activities for motivating residents who do not participate to cooperate with census takers during non-response follow-up.**



Motivation Phase

March 2020 to May 2020

- **Review and Update plans to increase activities aimed at encouraging households to respond**
- **Implement Census Day Activities.**



2020 Census Complete Count Committee Timeline

United States
**Census
2020**

U.S. Department of Commerce
Economics and Statistics Administration
U.S. CENSUS BUREAU
CENSUS.GOV

- Encourage households to respond quickly and accurately to the census.
- Ensure that the committee is using the right activities in the right place and adjust as needed.
- Review and Modify plans as needed
- Send a news release highlighting the 2020 Census Activity Schedule.
- Prepare to implement activities in areas of low response. The Census Bureau plans to provide response rate numbers starting April 2020. Response rates may be used to determine where more outreach is needed.

Reminder Phase

May - July 2020

- Encourage every household that did not respond that they can still respond online or by phone or wait for the census takers to knock at their doors.
- Continue to meet and review the response rates and implement your plans to encourage cooperation.
- Encourage the community to cooperate in the Nonresponse Follow-up (NRFU) phase when Census workers knock on their doors.



Thank You Phase

August- December
2020

- Prepare a summary report of committee activities and member feedback.
- Share the report with the Census Bureau.
- Celebrate the success of the 2020 Census and recognize the efforts of CCC members.
- Thank your community for the support and response.



Ron Nalley

From: Nadine Kahn <nkahn@cityofapalachicola.com>
Sent: Friday, November 01, 2019 11:19 AM
To: 'Ron Nalley'
Subject: FW: 21st CCLC Request for Proposals - Project Impact Award

Follow Up Flag: Follow up
Flag Status: Flagged

Project Impact COA 21st CCLC
\$2,556,600 grant award (\$511,320 per year for 5 years)

From: noreply@mail.smapply.io <noreply@mail.smapply.io>
Sent: Wednesday, October 30, 2019 3:40 PM
To: nkahn@cityofapalachicola.com
Subject: 21st CCLC Request for Proposals

21st Century Community Learning Centers Florida

Good afternoon,

We are pleased to inform you that your proposal, 0000000153 , for the 2019-20 21st Century Community Learning Centers (21st CCLC) Request for Proposals has been recommended for funding. The proposal submission process was highly competitive, and the quality of your proposal is a significant accomplishment. You may now review the scores and feedback that you received in a read-only format in this system.

Your award is contingent upon the successful completion of the technical and budget review that results in an application in approvable form. The award amount will be finalized considering the level of services and the budget request included in the proposal submitted by your agency. As indicated in the RFP, this is a five (5) year award contingent on the availability of funds

from the U.S. Department of Education as well as program performance.

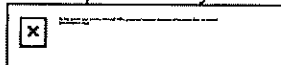
A Program Development Specialist (PDS) from the 21st CCLC Program Office, will be contacting you within seven (7) business days to assist with the completion of the budget and technical review of your proposal.

We look forward to working with you in building your 21st CCLC program and creating an exciting experience for Florida's students and their families. Should you have any questions about the review and selection process or the specific review outcomes related to your proposal, please feel free to contact Kimberly Berry, Assistant Bureau Chief and 21st CCLC State Coordinator at kimberly.berry@fldoe.org.

You are receiving this email from [21st Century Community Learning Centers Florida](#) - Florida Department of Education.

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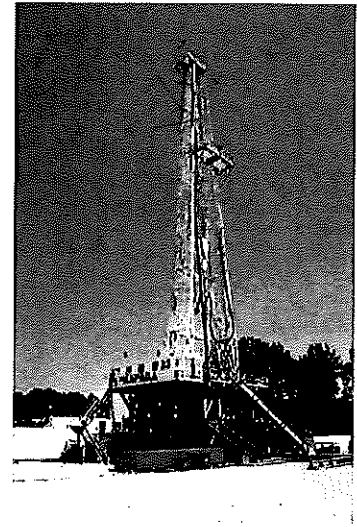
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SAVING AN AMERICAN TREASURE

Exploratory Oil Drilling Proposed in Calhoun and Gulf Counties of Florida Panhandle

Exploratory oil drilling applications submitted by two out-of-state petroleum companies are under review by the Florida Department of Environmental Protection (FL DEP). *DEP's Oil and Gas Program is responsible for permitting and oversight of drilling and well operations in Florida.*

In Calhoun County, Cholla Petroleum seeks permission to drill 6 oil wells between the Chipola River, Dead Lakes, and the Apalachicola River. These applications were submitted in 2018, prior to Hurricane Michael, and remain under consideration. **A decision by DEP to allow or deny drilling by Cholla Petroleum is expected on or before October 29, 2019.**

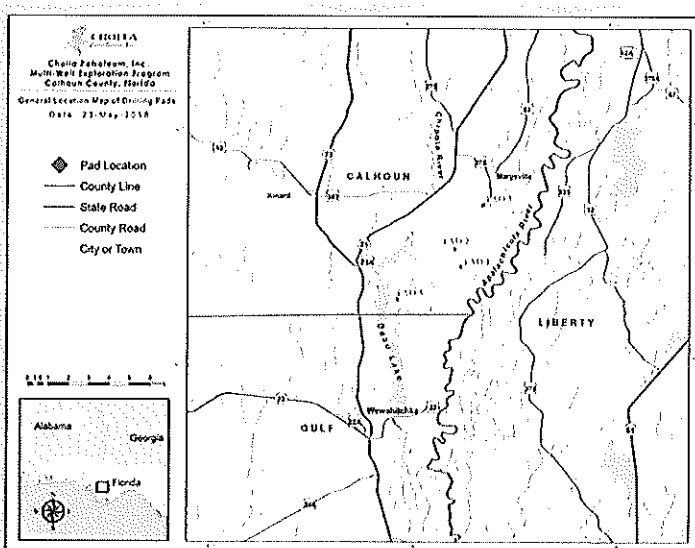


Apalachicola Riverkeeper submitted comments of opposition to the 6 oil wells proposed by Cholla Petroleum to FL DEP. Comments found at www.apalachicolariverkeeper.org. We will continue to work with community members and partner organizations concerned about the potential harmful ecological and economic impact of onshore drilling in North Florida. Permit documents, questions or comments of concern/opposition can be directed to the Tallahassee office of DEP's Oil & Gas program. www.floridadep.gov/water/oil-gas Phone: 850-717-9110

Cholla Petroleum's drilling pads, a total of 4 pads for the 6 wells, would be located within the Apalachicola River basin and close to flowing river water. About ninety-five percent of the Apalachicola River floodplain is connected aquatic habitat. During major flood events which are occurring more frequently, the drilling pads would be surrounded by flowing water. The Apalachicola and Chipola Rivers flow to the Apalachicola Bay.

Of additional concern is the downstream City of Port St. Joe's drinking water supply. The freshwater intake canal for the city of Port St. Joe is in the Chipola River, within the floodplain of Apalachicola River and 30 to 35 river miles downstream of the proposed drilling pad sites. At high flows, the velocity is at least 2 miles per hour, meaning that oil contaminants could reach this drinking water intake canal in less than one day.

Hydrogen sulfide, a gas commonly found during the drilling and production of crude oil and natural gas, is also of significant concern. If these exploratory wells were to discover a



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sizable oil field, the drilling pads would be used for production wells. And were a viable oilfield to be developed, it would require an industrial-scale hydrogen sulfide removal plant and processing plant to be constructed nearby those drilling pads. Additionally, if an oilfield is established, the mode of transportation of crude oil to a refinery is unknown.

In Gulf County, one exploratory oil well application was submitted by Spooner Petroleum in July 2019 near Wetappo Creek, west of the Dead Lakes. It is called the Bear Creek well. Portions of the St. Andrew Bay watershed and the Apalachicola River watershed are in Gulf County, connected by the intracoastal waterway. The Apalachicola River is Gulf County's eastern boundary. Related, in Spring 2018, Spooner Petroleum drilled an exploratory well in Calhoun County. It came up dry.

Apalachicola Riverkeeper submitted comments of opposition to DEP on this permit application.

On October 9, 2019, DEP issued a "Notice of intent to Issue Drilling Permit Oil & Gas Drilling Application" for the Bear Creek-Spooner exploratory well. Questions, comments of concern and permit documents can be directed to the Tallahassee office of DEP's Oil & Gas program. <https://floridadep.gov/water/oil-gas> Cindy Mulkey, Program Administrator, 850-717-9110

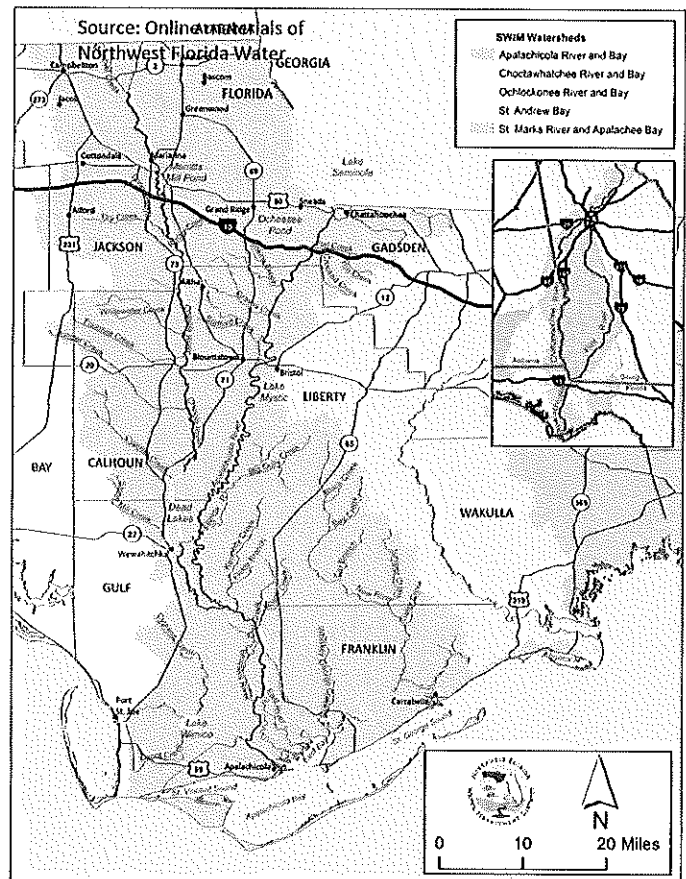
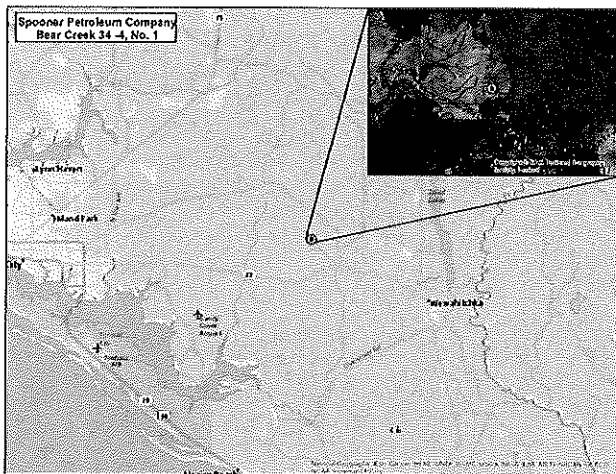


Figure 2-2 Apalachicola River and Bay Watershed

Apalachicola Riverkeeper, part of Waterkeepers Florida and the International Waterkeeper Alliance, is dedicated to the protection and stewardship of the Apalachicola River and Bay. More information about the independent, non-profit organization can be found at www.apalachicolariverkeeper.org

**CITY OF APALACHICOLA
ADMINISTRATION DEPARTMENT
NOVEMBER 2019**

- Updated meeting calendar on website
- Complete all quarterly Payroll Reports
- Posted September 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 1

80 work orders issued and completed

Approximately 200 accounts payable checks processed

1966 payments processed

2044 bills processed

51 cuts-off – unpaid water bills

**City of Apalachicola
Police Department**

October

Totals

Traffic Stops/ Warnings/ citations	60
Arrests/ Warrant Requests	4
Traffic Accidents	9
Burglary/Theft calls	12
Assist Citizens/ Complaints/investigations	312
Trespass Warnings/agreements	6
Business alarm calls/building checks/welfare checks	392
Assist county call/other agencies	40
Domestic cases involving violence/disturbance calls	14
Drugs	0
Total calls from dispatch	968

The month of October has brought us more "tricks" than "treats" unfortunately. Some late night thefts of autos and golf carts led to the very quick response by Sgt. Richards and subsequent arrest of Juveniles responsible. Golf Carts as well as some items stolen were recovered. Since then, the juveniles were released and continued to cause a disturbance. This increased our constant patrol in the areas they were victimizing; including and not limited to the areas of 22nd thru 25th avenue and streets, Cornellius Rizer, Fred Meyer, and Bobby Cato. The juveniles have been arrested a second time and thanks to the efforts of Lt. Davis, Officer Creamer and Officer Smith, have confessed to several more thefts and several more stolen items were recovered. We expect that more charges on these juveniles are pending. Multiple bikes reported stolen have been found and returned to their owners. With Seafood Festival approaching, RV's are coming in. We have made many contacts with these visitors to advise where and where not to park in our city. As traffic increases for our upcoming weekend event, patrol of downtown areas will be increased. Downtown bars will be monitored closely and we are ready! Our gun range continues to grow at a steady pace. We are now at 28 members!

Lizzette Dearing
Apalachicola Police Department
127 Ave E
Apalachicola, FL 32320
850-653-9755
Lizzette@gtcom.net

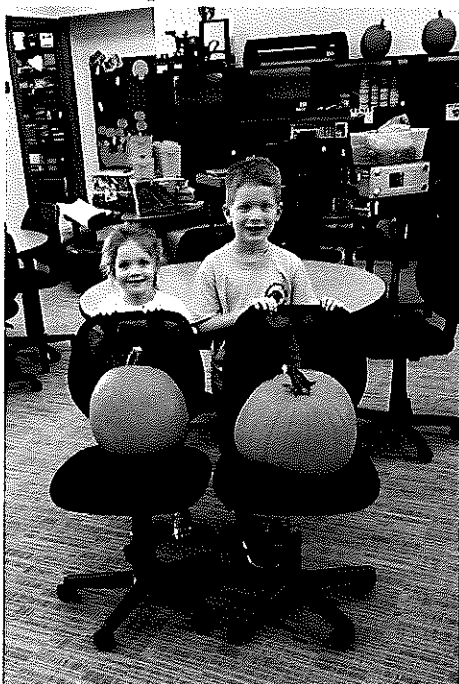
Apalachicola Margaret Key Library Monthly Report -- October 2020

Statistics:

- 14 new cards issued
- 173 new items added to the collection
- 491 items checked out
- 277 computer & 345 Wi-Fi use
- 1 programs for youth with 13 participants
- 33 information inquiries & assists
- 3 archival inquiries
- 3 archival documents added to database

Activities:

- Join us on November 14th for the re-scheduled Memory Lab launch party. The launch will include a ribbon cutting, remarks from local and state officials, demonstrations of Memory Lab equipment and more. Please reserve the date.
- We lost one of our Disaster Relief grant-funded workers at the beginning of October. To meet the criteria of the grant and guarantee employee time-off, the library will be closed on Fridays for the foreseeable future. We are still open 40 hours for the week so State Aid will not be effected by this closure. The grant will effectively end for us after the first week in January so we need to begin a conversation about back filling positions sometime early next month.
- Still have not heard about our non-matching funds grant to refresh our laptops and patron access computers.



"Books Are Spooktacular"
reading challenge with pumpkins for prizes was fun and successful. In all, thirteen youngsters signed up. The more each child read, the bigger their pumpkin prize. Pictured is Erza and his sister, Scarlett, both terrific readers and two of our biggest library fans!

Next month's theme:
"Gobble Up A Good Book"

Water and Wastewater Monthly Report

October 2019

Water

- . We treated 13,300,000 gal of Water
- . 10-2 We took TTHM samples No results at this time
- . 10-15 Greased scrubber blower and high service pumps

Wastewater

- . We treated 9,150,000 gal of wastewater
- . 10-4 Replaced line on Effluent sampler and cleaned #2 Disc Filter
- . 10-14 Replaced V-belts on #2 blower
- . 10-15 Replaced grating on the headworks walkway
- . 10-25 Crews at wastewater plant cutting vines and bushes out of fences

Distribution and Collections

- . Handled 38 work orders from city hall
- . Repaired 5 small water leaks
- . Handled 4 sewer backups
- . Handled 28 after hours call outs
- . 10-21 problem with #4 vacuum pump coming on and going right back off. This has been a problem for a long time sometimes it would get worse and then get better on its own. Finally found the reason this time. A adjustment switch on the thermal switch was causing the control lop to lose voltage. I discontinued the adjustment switch thermal switch will still work. This pump needs to be rebuilt in the next year

City of Apalachicola Public Works Report October 2019

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

- We cleaned chestnut cemetery to prepare for ghost walk.
- We removed tree off fence at sewer plant, cleaned and cut vines off fence.
- We blocked flooded roads caused by tropical storm.
- We cleaned city streets and parks of debris after tropical storm.
- We removed trash receptacles from down town for tropical storm and returned them as soon as tropical storm passed.
- We constructed fencing around old popham building for safety purposes.
- We removed two pines on 16th st. that fell during local storm.
- We put sand bags at hca building for tropical storm.
- We cut road on 16th st. to replace culvert.
- We cut and cleaned Fred babs firing range.
- We had 4 funerals open and close.
- We completed 11 work orders.
- We picked up 137 bags of garbage from down town and city parks.

public works monthly work load indicators 2019/2020						
	signs replaced	work orders	down town trash bags	culverts replaced	veh. Serviced	funerals
oct	1	11	137		1	4
nov						
dec						
jan						
feb						
march						
april						
may						
june						
july						
aug						
sept						
total	1	11	137	0	1	4

ROBERT OSBURN

Apalachicola CRA Director's Report: October 2019

Submitted by Executive Director Augusta R. West

Administrative

I am resigning my position as CRA Director effective November 5, 2019 in order to accept another full-time opportunity. As I transition out of my role as CRA Director, I have worked with the Florida Redevelopment Association, City Manager, and DEO's Special District Accountability Program to ensure that requirements are followed and administrative matters are left in good order.

CRA Annual Reporting Requirements

Annual reporting requirements for the 2018-2019 fiscal year have been met/submitted. The annual report was completed and posted to the CRA website and is on file at City Hall. Annual Fees were paid and updates made to the Office of Special District Accountability at the Florida Department of Economic Opportunity. The Comprehensive Annual Financial Report is provided by the City. The annual audit included the CRA as a component unit of the City. The commissioner information is being updated on the website. I am coordinating with Cindy Clark to ensure the CRA web page is updated to meet the new ADA accessibility standards as part of the new CRA requirements. She is working on a complete update to the City's website, of which the CRA page is a part, to comply with ADA requirements. Meeting materials on the website are also being updated. Other updates as submitted should be live on the website soon. In addition, the CRA's membership in the Florida Redevelopment Association has been renewed.

Apalachicola Drinking Water Improvements Project

USDA Contract Process and Other Pre-Construction Tasks for Completion

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. The engineering project to install a granulated charcoal filter and electromedia filtration system was designed by Inovia Consulting. I worked to secure this federal funding package after the City was denied private loans. The staff at USDA Rural Development's Marianna office has my sincere thanks for their assistance. The following is a list of tasks in process or completed this month.

- Task: Submit to USDA Rural Development to be forwarded to the state engineer/architect two (2) copies of the pre-bid documents for project. The documents include the following:
 - Final plans
 - Specifications
 - Front-end contract material

Status: These bid documents were approved by USDA as of 10/25/19 following two rounds of state engineer reviews and revisions by Inovia.

- Task: Once the state office engineer/architect has reviewed and approved the pre-bid documents, the project is authorized to advertise for bid provided the application and closing requirements are met. The City will need to notify rural development of the bid opening date.

Status: Awaiting closing documents. Expected receipt date is 11/1/2019.

- Task: Once the bidding process is approved the City's engineer will need to provide Rural Development five (5) sets of signed/sealed plans, specifications and contract documents with all documents completed and signed by the appropriate parties, i.e. City, contractor, and City's attorney, to include bonds with powers of attorney. The area office reviews for completeness and forwards all five sets of contract documents to the state office for review and approval.

Status: This is the next phase. Bid advertisements will run for 30 days.

- Task: Following receipt of the bids, the City is to provide two (2) copies of the low bids with bonds, certified bid tabulations, the City's engineer recommendation for the award of the contract, and the City's concurrence. Mail one (1) copy to the state office engineer for review and approval of bidding process and recommendation of award.

Status: To be done following receipt of bids.

- Task: Secure interim financing from a private lender for the construction period as required by USDA. Provide financial documentation for bank approval and coordinate logistics between the City, the bank, the engineer, and USDA.

Status: In progress. Met with Centennial Bank; financials have been provided; logistics discussed and communicated with USDA, City Manager, and the bank. The City was approved for a \$474,000 loan by the bank and notified on 11/1/19. Terms were negotiated to match the estimates provided at the outset of the application development. Closing documents need to be sent to the bank once received from USDA (anticipated to occur on 11/1/19). The bank is providing a signed commitment letter to the City for approval at the November meeting.

- Task: Keep DEP apprised of project milestones with frequent progress reports.

Status: Ongoing. I have provided DEP with frequent updates on the status of the project, and they have requested that status reports continue as the project moves forward to completion.

Other Water Project Tasks

- Task: Complete the Annual Borrower Reporting Requirements. Rural Development borrowers are required to furnish on an annual basis financial reports and management documents based on their regulations and the legal instruments securing indebtedness.

Status: The reporting requirements were received this month and I have been working to compile and submit the requested items including budget/financial information, water user data, meeting minutes, updated rate schedule, legal information, plans, reports, etc. To date 60% of the information has been submitted.

Grant for Police Vehicle Funding USDA Community Facilities Grant

This grant will cover 50-75% of the cost of a new police vehicle requested by Chief Varnes. USDA's internal deadline for processing this grant has been pushed back to mid-November, so we will not have a decision until after November 15. Additional financial information was requested by USDA which I provided. The Marianna office indicated that they would ask the state office for the maximum grant amount of 75% of the cost of the vehicle but that the final determination of funding depends partly on how many other applications are received from across the state relative to the total amount of statewide funding available. A 50% grant would save \$15,728, and a 75% grant would save \$23,592 off the \$31,456 cost of the new vehicle.

State Legislative Agenda

The Apalachicola Environmental Stewardship Bill requests \$12 million per year for five years for waste water, storm water, and drinking water infrastructure and land acquisition that protects water quality. Sen. Montford is our sponsor for the bill in the Senate, which has been filed and numbered as SB638. In the House, Rep. Jason Shoaf has agreed to sponsor the bill with Rep. Lorraine Ausley as a co-prime sponsor. The bill is currently still in bill drafting on the House side. Multiple meetings and conversations have occurred over the past several months with legislators, legislative aides, consultants, our lobbyist, and engineers familiar with our water and wastewater systems to discuss legislative strategies and our infrastructure needs during the development of this bill.

Those who were involved with the successful Florida Keys Environmental Stewardship Act, on which our bill is based, such as Rep. Holly Raschein, consultants Julie Dennis and Kate DeLoach, and others have reiterated that strong community support is needed in order for our bill to move forward. I urge the Mayor, Commissioners, and community to convey unified support for this legislation. I've referred to it as a legacy initiative because this level of funding would truly be a game changer for Apalachicola. It would fund the lift station needed to solve the sewer backup problems downtown and much more. Our infrastructure is in a dire state and significant funding is truly needed.

I extend my thanks to those who have helped us get to this point: our legislative delegation and their staff members I've worked with including Ryan Murphy, Taylor Peck, Melissa Durham, and Preston Wilson; Rep. Lorraine Ausley and her aide Leisa Wiseman; our lobbyist Patrick Bell; Rep. Holly Raschein; consultants Julie Dennis and Kate DeLoach; the organizations that have signed on in support of the bill; and the dozens of people in our community who have over the past two years attended the legislative delegation meetings to stand in unison, travelled to Tallahassee to attend meetings at the Capitol, sent emails, signed letters, and made phone calls in support. In addition, I thank the Apalachicola Bay Charter School students and staff who presented the sponsors and co-sponsor of our bill with original works from their new art program as symbols of our community's appreciation.

I've researched and advocated for the Tourist Impact Tax over the past two years and still recommend its implementation in the future, after a sufficient period of public education has occurred in advance of

a referendum. This is a 1% bed tax that can only be implemented in Areas of Critical State Concern. (It would be in addition to the current bed tax that funds the TDC). The funds can be spent on affordable housing and/or infrastructure and would provide a continuous revenue stream of approximately \$130,000 per year for such projects. I am in the process of writing an updated summary of this issue which I will provide to the City.



United States Department of Agriculture

October 10, 2019

City of Apalachicola
Attn: Van Johnson, Mayor
1 Avenue East
Apalachicola, FL 32320

Dear Mr. Johnson:

Re: Borrower Annual Reporting Requirements

Rural Development Borrowers are required to furnish on an annual basis financial reports and management documents based on our regulations and the legal instruments securing their indebtedness. Outlined below are the financial and management report requirements for your organization.

1. **Proposed Budget** – For fiscal year 2019. If your organization has an internal proposed budget that contains the same information as Form RD 442-2, that budget may be submitted in lieu of the Rural Development Form 442-2.
2. **Annual Management Report** – This will include 2018 income and expenses and a balance sheet. You can use the attached or your own forms.
3. **Legal Organization** - A list of the names and addresses of all members of the governing body with the respective offices held and the terms of each office.
4. **Minutes** – A copy of the minutes of your last annual meeting.
5. **Reserve Account** - Evidence that annual debt service reserve balance is being maintained.
6. **Insurance** - Evidence that adequate insurance and fidelity bond coverage is being obtained. (Copy of Declaration Page from Insurance Certification)
7. **Rate Schedule** - A copy of the current rate schedule(s). Any changes in the rate schedule should be submitted to Rural Development for review and concurrence prior to implementation. **(water/wastewater borrowers only)**
8. **User/Participants** – The number of residential and commercial users as of the end of the fiscal year. **(water/wastewater borrowers only)**
9. **Vulnerability Assessments and Emergency Response Plans** – Provide **certification** that vulnerability assessments have been completed and plans are being implemented. **(water/wastewater borrowers only)**

Enclosed for your use are the following documents:

1. RD Form 442-2, Statement of Budget Income & Equity

USDA, RURAL DEVELOPMENT
2741 Penn Avenue, Suite 5
Marianna, FL 32448

Phone: (850) 633-6474 Fax: (850) 474-6969

USDA is an equal opportunity provider, employer, and lender.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form (PDF), found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.



United States Department of Agriculture

Should you have any questions or additional concerns, please call Lacy Mooneyham at 850-633-6474.

Sincerely,

LACY M. MOONEYHAM
Student Intern

LMM/lmm
Attachment

USDA, RURAL DEVELOPMENT

2741 Penn Avenue, Suite 5

Marianna, FL 32448

Phone: (850) 633-6474 Fax: (855) 474-6969

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APALACHICOLA CRA ANNUAL REPORT

The City of Apalachicola Community Redevelopment Agency's report to the
public on the CRA's activities and financials during FY 2017-2018

Fiscal Year
2017 - 2018

Introduction

The City of Apalachicola Community Redevelopment Agency is pleased to provide this annual report to the public on the CRA's activities and financials during FY 2017-2018 (October 1, 2017 through September 30, 2018).

The Apalachicola Community Redevelopment Agency was created on January 3, 1989 by City ordinance 88-11 pursuant to Florida statute 163.387. The base taxable value in the tax increment area was established in 2014.

Board Members and Executive Director

As the 2017-2018 Fiscal Year began, the CRA board members included Mayor Van Johnson, Commissioner Brenda Ash, Commissioner Jimmy Elliott, Commissioner Frank Cook, Commissioner Mitchell Bartley, Jim Bachrach, and Tom Morgan. After the September 2017 City Commission election, retiring Commissioner Frank Cook was replaced by newly elected Commissioner Anita Grove. Jim Bachrach served as Chair with Tom Morgan serving as Vice Chair. Augusta R. West was the Executive Director.

Activities

The CRA's activities during the 2017-2018 Fiscal Year included the following:

The CRA's first Executive Director, Augusta West, was hired just before the start of the fiscal year. She began by reviewing the CRA plan and documenting infrastructure needs, approximate costs, and funding resources and working with City staff to produce a prioritized list. The most urgent items identified were water and sewer projects including replacing a water line under Market Street, upgrading the sewer system due to frequent downtown backups, and funding the granulated active carbon filtration system to correct the Trihalomethane levels to bring the municipal drinking water into compliance.

The CRA Board agreed to place an emphasis on infrastructure including adequate water and sewer to service the CRA district. A plan for a filtration system to address the TTHM compliance issue in the municipal water supply had been presented by engineering firm Inovia Consulting to the City Commission; however, the City was turned down for private loans to fund the project. In April, the Executive Director initiated an application with USDA for a grant/loan funding package. Work on this application continued throughout the fiscal year. Tasks included multiple meetings with USDA and City staff; submitting application information into USDA's online system; gathering and submitting financial data, water user data, and operation and maintenance data; and frequent coordination between USDA, Inovia Consulting, and the City to keep the project moving forward. By the end of the fiscal year,

significant progress had been made. Inovia's Preliminary Engineering Report was almost complete, having been reviewed by USDA's State Engineer and multiple revisions submitted.

An application was also submitted to USDA's Rural Business Development Grant program for sidewalks, parking, and lighting in the Bowery District. However, the engineer was unable to complete the Preliminary Engineering Report by the deadline. The project was tabled, to be resumed in the next fiscal year.

The Director attended CRA training in Chipley on November 8 presented by Carol Westmoreland, Executive Director of the Florida Redevelopment Association. The CRA's Annual Report was produced, approved, and submitted to the state as required. A CRA web page was created on the City of Apalachicola's website: cityofapalachicola.com/Community-Redevelopment-Agency.cfm.

The Director was part of the working group tasked by the Mayor with creating pre-applications for BP Triumph funds. She contributed content for the infrastructure proposal. As part of this group she also worked collaboratively as a sounding board and proofreader on other proposals. She worked with Bill McCartney on the Triumph pre-application for the Port of Apalachicola project, contributing ideas, research and content related to the Clean Marina program and Paddle Park concept sections of the proposal. She reviewed and submitted the pre-application to the Triumph Board.

She also submitted a Job Growth Grant Fund application and legislative appropriation requests to fund infrastructure.

The Director researched the potential for leveraging the City's Area of Critical State Concern legislation into funding for infrastructure necessary for the CRA district. In addition, she worked with the City's lobbyist, Rep. Halsey Beshears and staff, Sen. Montford and staff, Rep. Raschein and staff, and House counsel to develop, draft, and pass an amendment to the City's Area of Critical State Concern designation. The statute was amended to add affordable housing as an issue and to further codify the Legislature's intent to provide funding for wastewater and other projects that protect the water quality of the bay. The amendment makes the list of legislative intents associated with our Area of Critical State Concern conform to that of Monroe County. Monroe County has successfully leveraged their ACSC designation into millions of dollars in state funding through the Florida Keys Environmental Stewardship Act. Amending our ACSC language was part of laying the groundwork for future legislative efforts. The language is below:

Paragraphs (h) and (i) are added to subsection 5 of section 380.0555, Florida Statutes, to read:

380.0555 Apalachicola Bay Area; protection and designation as area of critical state concern.

(2) LEGISLATIVE INTENT.—It is hereby declared that the intent of the Legislature is:

(h) To provide affordable housing in close proximity to places of employment in the Apalachicola Bay Area.

(i) To protect and improve the water quality of the Apalachicola Bay Area through federal, state, and local funding of water quality improvement projects, including the construction and operation of wastewater management facilities that meet state requirements.

In addition, the Director researched the potential impact of implementing the Tourist Impact Tax, a 1% bed tax paid by visitors, which would provide annually recurring funding for infrastructure and affordable housing projects. This tax is only available to be implemented in Areas of Critical State Concern. The Director performed statute research, held discussions with Legislators and their staffs as well as discussions with the lobbyist, and did research into the implementation and effect of this funding in Monroe County. She also contacted the Executive Director of the Monroe County Land Authority to discuss how Tourist Impact Tax dollars are used to help create workforce housing in the Keys, and some of the issues and challenges associated with these projects. She developed a list of statute amendments needed to make the tax's implementation consistent with Apalachicola's unique situation as the only municipality in its county with the ACSC designation. In addition, she created a PowerPoint presentation to educate the City Commission and the public about the potential for Stewardship Legislation that could leverage the City's Area of Critical State Concern legislation into funding for infrastructure that is necessary for the CRA district.

On May 1st, the Director attended a meeting with Department of Economic Opportunity staff including Julie Dennis, Director of Community Development; Barbara Powell, Regional Planning Administrator and Program Manager for Areas of Critical State Concern; Gabe Peters, Director of Legislative Affairs, as well as Patrick Bell. The purpose of the meeting was to begin forming a relationship with key staff who can assist with funding and resources to address issues such as job growth, infrastructure, and housing; and to let them know of our intent to submit legislation for funding of our Area of Critical State Concern. They would like to put together a team of staff who will spend a day in Apalachicola to discuss strategies to address our needs.

The Stop Sign Replacement Project brought together volunteers from the CRA, Main Street, H'COLA, and the Forgotten Coast Cruisers Car Club. 42 signs were replaced downtown, on the Hill, and in the Southside Historic District. Signs in need of cleaning were also scrubbed free of lichens to enhance their visibility.

The Director toured the Hill with Commissioner Ash and discussed the area's challenges, successes, and potential.

Micro-projects were discussed to be part of the next fiscal year's activities.

This was a start-up year of establishing relationships, researching funding opportunities, leading discussions on funding priorities, and laying the groundwork for future funding initiatives.

Contact Information

Board Members and their contact information during the 2017-2018 Fiscal Year were:

Jim Bachrach, Board Chair
187 Avenue C
Apalachicola, FL 32320
Shadow1@fairpoint.net

Tom Morgan, Vice Chair
189 Avenue B
Apalachicola, FL 32320
fish@apalachoutfitters.com

Van W. Johnson, Sr.
P. O. Box 145
Apalachicola, FL 32320
van@mayorvanjohnson.com

Brenda Ash
213 17th Street
Apalachicola, FL 32320
bash@cityofapalachicola.com

John M. Bartley
P. O. Box 182
Apalachicola, FL 32320
bartley@cityofapalachicola.com

James L. Elliott
P. O. Box 446
Apalachicola, FL 32320
pathfinderseven@hotmail.com

Anita Grove
174 Avenue C
Apalachicola, FL 32320

Executive Director:

Augusta R. West
192 Coach Wagoner Blvd.
Apalachicola, Florida 32320
Cell: (850) 274-1321
awest@cityofapalachicola.com

Financial Information

At the end of FY 2017-2018, the fund balance was \$37,040.53. A distribution from Franklin County for the tax increment financing was received in the amount of \$35,426.82.

CRA Financial Information FY 2017-2018	
Assets	\$37,040.53
Liabilities	N/A
Income	\$35,426.82
Operating Expenses	\$953.00

Financial information was provided through an audit report by Morgan and Smith, LLP. (See Addendum A). The 2017-2018 audit included CRA funds with the General Fund as a component unit. The matter is being discussed between the City Manager, Auditor, and the State. The FY 2018-2019 CRA numbers will be accounted for separately rather than being treated as a component unit.

Addendum A

FY 2017-2018 Audit (following pages).

CITY OF APALACHICOLA, FLORIDA
STATEMENT OF NET POSITION
SEPTEMBER 30, 2018

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Assets			
Cash and Cash Equivalents	\$ 89,775	\$ 64,375	\$ 154,150
Accounts Receivables, net	8,692	183,086	191,778
Notes Receivable	251,752	-	251,752
Due from Other Governments	55,173	-	55,173
Prepays	-	8,235	8,235
Restricted Assets:			
Cash and Cash Equivalents	431,937	406,844	838,782
Investments	-	68,754	68,754
Capital Assets, Not Being Depreciated	10,204,572	363,057	10,567,629
Capital Assets, Being Depreciated	13,395,262	22,325,731	35,720,993
Total Assets	24,437,163	23,420,083	47,857,246
Deferred Outflows of Resources			
Deferred Outflows Related to Pensions	650,105	248,601	898,706
Liabilities			
Current Liabilities			
Accounts Payable and Other Current Liabilities	32,432	79,646	112,078
Accrued Payroll	13,952	-	13,952
Unearned Revenue	251,813	-	251,813
Bonds and Notes Payable	155,099	407,560	562,659
Lines of Credit	20,000	-	20,000
Accrued Compensated Absences	10,914	7,744	18,658
Accrued Interest Payable	-	85,035	85,035
Noncurrent Liabilities:			
Bonds and Notes Payable	793,762	6,146,534	6,940,296
Lines of Credit	-	-	-
Accrued Compensated Absences	32,742	15,488	48,230
Utility Deposits	-	208,982	208,982
Other Post Employment Benefits	827,577	341,545	1,169,122
Net Pension Liability	1,514,530	578,391	2,092,921
Total Liabilities	3,652,820	7,870,925	11,523,745
Deferred Inflows of Resources			
Deferred Inflows Related to Pensions	160,448	61,592	222,040
Net Position			
Net Investment in Capital Assets	22,650,973	16,125,861	38,776,834
Restricted for:			
Debt Service	19,084	145,791	164,875
Restricted for other purposes	284,546	-	284,546
Unrestricted	(1,680,603)	(535,485)	(2,216,088)
Total Net Position	\$ 21,274,000	\$ 15,736,167	\$ 37,010,167

See accompanying notes to Financial Statements

**CITY OF APALACHICOLA, FLORIDA
BALANCE SHEET-GOVERNMENTAL FUND
SEPTEMBER 30, 2018**

	General Fund	Other Governmental Fund	Total Governmental Funds
Assets			
Cash and Cash Equivalent	\$ 89,775	\$ -	\$ 89,775
Investments	-	-	-
Accounts receivable, net	3,284	-	3,284
Due from other funds	5,408	-	5,408
Due from other governments	49,228	5,945	55,173
Notes receivable	-	251,752	251,752
Restricted:			
Cash and Cash Equivalent	199,164	232,773	431,937
Certificate of Deposit	-	-	-
Total Assets	<u>346,859</u>	<u>490,470</u>	<u>837,329</u>
Liabilities and Fund Balance			
Liabilities			
Accounts Payable and Accrued Expenses	32,432	-	32,432
Accrued payroll	13,952	-	13,952
Due to other funds	-	-	-
Unearned revenue	-	251,813	251,813
Total Liabilities	<u>46,383</u>	<u>251,813</u>	<u>298,197</u>
Fund Balance			
Nonspendable			
Restricted:			
Community redevelopment agency	37,041	-	37,041
Library trust	-	48,044	48,044
Raney house	8,848	-	8,848
MSBU	-	-	-
Local option gas tax	-	28,811	28,811
HUD	-	161,802	161,802
Debt service	19,084	-	19,084
Assigned	171,232	-	171,232
Unassigned	64,271	-	64,271
Total Fund Balance	<u>300,476</u>	<u>238,657</u>	<u>539,133</u>
Total Liabilities and Fund Balance	<u>\$ 346,859</u>	<u>\$ 490,470</u>	<u>\$ 837,329</u>

See accompanying notes to Financial Statements

CITY OF APALACHICOLA LINE ITEM FINANCIAL STATEMENTS									
FOR PERIOD ENDED SEPTEMBER 30, 2019									
GENERAL FUND REVENUES									
GL#	TITLE	ADOPTED BUDGET	AMENDMENTS	AMENDED BUDGET	SEPT	YTD ACTUAL	% OF BUDGET	REMAINING BALANCE	
411001	AD VALOREM TAX - 9.6043	1,344,400.00		1,344,400.00	4,414.95	1,381,991.22	103%	(37,591.22)	
412001	1/2 CENT SALES TAX	170,000.00		170,000.00	22,960.48	191,665.53	113%	(21,665.53)	
412002	MOBILE HOME LICENSE TAX	100.00		100.00		136.75	137%	(36.75)	
412003	ALCOHOLIC BEVERAGE TAX	8,000.00		8,000.00	15,643.09	3,157.59	39%	4,842.41	
413100	UTILITY FRANCHISE	130,000.00		130,000.00	3,051.76	148,150.36	114%	(18,150.36)	
413200	LOCAL COMMUNICATIONS TAX	62,000.00		62,000.00	24,963.30	189,172.31	87%	7,801.77	
414100	UTILITY TAX	200,000.00		200,000.00	859.40	17,306.66	95%	10,827.69	
421001	OCCUPATIONAL LICENSE TAX	30,000.00		30,000.00	30.00	8,770.00	88%	12,693.55	
422006	GOLF CART PERMITS	10,000.00		10,000.00			0%	1,230.00	
422004	SPECIAL EXCEPTION/VARIANCE FEE	6,000.00		6,000.00			0%	6,000.00	
415120	STATE REVENUE SHARING	99,000.00		99,000.00	7,875.78	95,978.72	103%	(2,978.72)	
4302	FINES & FORECLOSURES	2,000.00		2,000.00	47.62	1,042.95	52%	957.05	
4303	CEMETERY LOTS & OPENINGS	15,000.00		15,000.00	3,500.00	17,166.00	114%	(2,166.00)	
44012	FACILITY/PROPERTY RENT	37,000.00		37,000.00	4,118.15	46,562.95	126%	(9,562.95)	
422001	BUILDING PERMIT FEES	40,000.00		40,000.00	11,949.41	45,380.66	113%	(5,380.66)	
422007	TREE APPLICATION FEES	3,300.00		3,300.00	520.00	6,285.00	190%	(2,985.00)	
4305	STORMWATER FEES	30,000.00		30,000.00	1,447.84	16,621.25	55%	13,378.75	
440163	DOT - TRAFFIC LIGHT REIMB	4,500.00		4,500.00		4,797.00	107%	(297.00)	
440183	SANITATION FEES	550,000.00		550,000.00	45,721.98	462,067.68	84%	87,932.32	
4555	COMMUNITY GARDEN	3,000.00		3,000.00	800.00	1,186.02	40%	1,813.98	
44018	FARMERS MARKET	3,000.00		3,000.00	240.00	4,888.73	163%	(1,888.73)	
4401	MISCELLANEOUS REVENUES	2,000.00		2,000.00	35,404.05	42,666.41	2133%	(40,666.41)	
4505	GRANT - GIS MAPPING PHASE II	50,000.00		50,000.00	12,500.00	12,500.00	25%	37,500.00	
45081	GRANT - FAMU BUSINESS SUPPORT	147,700.00		147,700.00			0%	147,700.00	
4537	GRANT - TECHNICAL ASSISTANCE	40,000.00		40,000.00		39,957.00	100%	43.00	
45364	GRANT - FWC PARK RESTROOMS	462,400.00		462,400.00			0%	462,400.00	
44019	GRANT - STORMWATER RETROFIT	398,500.00		398,500.00		40,438.56	10%	358,061.44	
4546	GRANT - DOT BEAUTIFICATION	200,000.00		200,000.00			0%	200,000.00	
4102	PROJECT IMPACT	370,900.00		370,900.00	31,000.00	303,662.46	93%	27,237.54	
11025	LOCAL OPTION GAS TAX	62,000.00		62,000.00	6,970.48	68,792.65	111%	(6,792.65)	
4301	COUNTY FIRE PROTECTION - MSBU	40,000.00		40,000.00		37,784.46	94%	2,215.54	
4304	APALACHICOLA OYSTER LICENSE	40,000.00		40,000.00	25.00	30,524.07	76%	9,475.93	
4557	HISTORY, CULTURE, ARTS MUSEUM	40,000.00		40,000.00	1,100.00	71,850.67	180%	(31,850.67)	
45023	TRANSFER FROM CRA	10,000.00		10,000.00			0%	10,000.00	
4553/45024	LIBRARY GRANTS	1,000.00		1,000.00		15,447.11	1545%	(14,447.11)	
4401	INS/FEMA - HURRICANE MICHAEL		527,149.58	527,149.58		527,149.58	100%	-	
44016	DUKE ENERGY DONATION		10,000.00	10,000.00		10,000.00	100%	-	
44030	CAREER SOURCE GRANT		50,000.00	50,000.00		50,000.00	100%	-	
45321	FIRING RANGE		1,700.22	1,700.22	1,020.00	3,820.23	77%	(2,120.01)	
	TOTAL GENERAL FUND REVENUES	4,605,800.00	588,849.80	5,194,649.80	236,163.29	3,991,118.60	77%	1,203,531.20	

CITY OF APALACHICOLA LINE ITEM FINANCIAL STATEMENTS									
FOR PERIOD ENDED SEPTEMBER 30, 2019									
GENERAL FUND - GOVERNING BODY EXPENDITURES									
GL#	TITLE	ADOPTED BUDGET	AMENDMENTS	AMENDED BUDGET	SEPT	YTD ACTUAL	% OF BUDGET	REMAINING BALANCE	
513120	SALARIES	26,800.00		26,800.00	1,936.80	23,241.60	87%	3,558.40	
513210	SOCIAL SECURITY	2,100.00		2,100.00	129.53	1,554.36	74%	545.64	
513220	RETIREMENT	2,100.00		2,100.00	273.74	1,739.39	83%	360.61	
513230	GROUP INSURANCE	16,100.00		16,100.00	339.09	6,967.95	43%	9,132.05	
513310	LEGAL SERVICES	20,000.00		20,000.00		36,010.00	180%	(16,010.00)	
513400	TRAVEL & TRAINING	1,000.00		1,000.00		-	0%	1,000.00	
513520	SUPPLIES	1,000.00		1,000.00		1,542.59	154%	(542.59)	
513540	DUES & FEES	2,000.00		2,000.00		1,151.00	58%	849.00	
513320	AUDITING	38,000.00		38,000.00	450.00	29,947.61	79%	8,052.39	
513344	ELECTION EXPENSE	7,000.00		7,000.00	12,314.74	23,568.74	337%	(16,568.74)	
513410	COMMUNICATIONS	3,000.00		3,000.00	223.55	2,092.86	70%	907.14	
513345	IT SERVICES	1,200.00		1,200.00		1,200.00	100%	-	
513346	LOBBYIST	30,000.00		30,000.00	3,000.00	35,000.00	117%	(5,000.00)	
513450	PUBLIC OFFICIALS LIABILITY INS.	2,000.00		2,000.00		2,764.00	138%	(764.00)	
513541	GRANT - FAMU BUSINESS SUPPORT	147,700.00		147,700.00		107.99	0%	147,592.01	
510515	LINE OF CREDIT PAYMENT	4,000.00		4,000.00		1,519.81	38%	2,480.19	
510513	FEMA - HURRICANE MICHAEL		13,356.97	13,356.97		13,356.97	100%	-	
	TOTAL EXPENSES	304,000.00	13,356.97	317,356.97	18,667.45	196,691.42	62%	120,665.55	

CITY OF APALACHICOLA LINE ITEM FINANCIAL STATEMENTS									
FOR PERIOD ENDED SEPTEMBER 30, 2019									
GENERAL FUND - ADMINISTRATION DEPARTMENT EXPENDITURES									
GL#	TITLE	ADOPTED BUDGET	AMENDMENTS	AMENDED BUDGET	SEPT	YTD ACTUAL	% OF BUDGET	REMAINING BALANCE	
510120	SALARIES	198,800.00		198,800.00	11,123.00	197,188.36	99%	1,611.64	
510210	SOCIAL SECURITY	15,300.00		15,300.00	825.71	14,708.57	96%	591.43	
510220	RETIREMENT	38,700.00		38,700.00	3,999.96	28,919.15	75%	9,780.85	
510230	GROUP INSURANCE	39,100.00		39,100.00	2,262.47	31,814.15	81%	7,285.85	
510310	LEGAL SERVICES	30,000.00		30,000.00	4,824.00	33,484.00	112%	(3,484.00)	
5103101	PLANNING CONTRACT SERVICES	5,000.00		5,000.00		5,000.00	100%	-	
510410	COMMUNICATIONS	10,300.00		10,300.00	748.41	7,861.39	76%	2,438.61	
510400	TRAVEL/TRAINING	3,000.00		3,000.00		148.06	5%	2,851.94	
510520	GAS	1,500.00		1,500.00		-	0%	1,500.00	
510521	SUPPLIES	8,000.00		8,000.00	1,123.13	7,257.16	91%	742.84	
510540	EQUIPMENT	3,000.00		3,000.00		400.00	13%	2,600.00	
510540	DUES & FEES	2,000.00		2,000.00	272.50	1,293.64	65%	706.36	
510440/510700	COPIER/POSTAGE RENTAL	4,200.00		4,200.00	88.07	4,502.89	107%	(302.89)	
510450	WC INSURANCE	5,000.00		5,000.00		5,000.00	100%	-	
510480	ADVERTISING	3,000.00		3,000.00	861.38	1,085.32	36%	1,914.68	
510552	IT SERVICES	1,800.00		1,800.00		1,800.00	100%	-	
510547	OYSTER LICENSING	2,500.00		2,500.00		60.61	2%	2,439.39	
11023	TRANSFER TO ABOL ACCT	37,500.00		37,500.00		-	0%	37,500.00	
	TOTAL EXPENSES	408,700.00		408,700.00	26,123.63	341,657.18	84%	67,042.82	

CITY OF APALACHICOLA LINE ITEM FINANCIAL STATEMENTS									
FOR PERIOD ENDED SEPTEMBER 30, 2019									
GENERAL FUND - ZONING/CODE ENFORCEMENT DEPARTMENT EXPENDITURES									
GL#	TITLE	ADOPTED BUDGET	AMENDMENTS	AMENDED BUDGET	SEPT	YTD ACTUAL	% OF BUDGET	REMAINING BALANCE	
511120	SALARIES	70,300.00		70,300.00	103.62	60,653.29	86%	9,646.71	
511210	SOCIAL SECURITY	5,400.00		5,400.00	7.93	4,434.93	82%	965.07	
511220	RETIREMENT	5,900.00		5,900.00	285.99	5,473.02	93%	426.98	
511230	GROUP INSURANCE	18,100.00		18,100.00	-	14,695.60	81%	3,404.40	
511310Z	BUILDING INSPECTOR CONTRACT SERVICES	30,000.00		30,000.00		23,577.34	79%	6,422.66	
511310	LEGAL SERVICES	30,000.00		30,000.00	1,332.00	16,372.00	55%	13,628.00	
5113101	PLANNING CONTRACT SERVICES	38,400.00		38,400.00	3,616.66	38,399.26	100%	0.74	
511520	SUPPLIES	4,000.00		4,000.00		3,199.21	80%	800.79	
511521	GAS	1,500.00		1,500.00		1,574.97	105%	(74.97)	
511240	WC INSURANCE	2,000.00		2,000.00		2,000.00	100%	-	
511480	ADVERTISING	3,000.00		3,000.00		513.25	17%	2,486.75	
511410	COMMUNICATIONS	2,700.00		2,700.00		2,028.48	75%	671.52	
511522/511523	EQUIPMENT	1,500.00		1,500.00		191.98	13%	1,308.02	
511461	IT SERVICES	900.00		900.00		900.00	100%	-	
511460	VEHICLE REPAIRS & MAINTENANCE	2,000.00		2,000.00		135.00	7%	1,865.00	
510551	GIS MAPPING PROJECT PHASE II	50,000.00		50,000.00	12,500.00	-	0%	50,000.00	
510512	GRANT - TECHNICAL ASSISTANCE	40,000.00		40,000.00		39,957.00	100%	43.00	
	TOTAL EXPENSES	305,700.00		305,700.00	17,846.20	226,605.33	74%	79,094.67	

CITY OF APALACHICOLA LINE ITEM FINANCIAL STATEMENTS									
FOR PERIOD ENDED SEPTEMBER 30, 2019									
GENERAL FUND - POLICE DEPARTMENT EXPENDITURES									
GL#	TITLE	ADOPTED BUDGET	AMENDMENTS	AMENDED BUDGET	SEPT	YTD ACTUAL	% OF BUDGET	REMAINING BALANCE	
5201120	SALARIES	303,700.00		303,700.00	25,370.10	313,860.87	103%	(10,160.87)	
5201201	OVERTIME SALARY/SOCIAL SECURITY	36,000.00		36,000.00	1,210.00	30,627.47	85%	5,372.53	
5201210	SOCIAL SECURITY	26,100.00		26,100.00	1,824.11	22,714.57	87%	3,385.43	
5201220	RETIREMENT	77,800.00		77,800.00	12,390.81	84,788.61	109%	(6,988.61)	
5201230	GROUP INSURANCE	69,600.00		69,600.00	5,221.68	60,254.06	87%	9,345.94	
5201240	WC INSURANCE	15,000.00		15,000.00		19,293.25	129%	(4,293.25)	
5201410	COMMUNICATIONS	16,000.00		16,000.00	1,243.91	11,809.69	74%	4,190.31	
5201460	VEHICLE REPAIRS & MAINTENANCE	7,500.00		7,500.00	1,149.02	9,313.89	124%	(1,813.89)	
5201463	TIRES	1,500.00		1,500.00		1,490.92	99%	9.08	
52015201	UNIFORMS	2,500.00		2,500.00		460.97	18%	2,039.03	
5201520	SUPPLIES	9,000.00		9,000.00	1,633.82	5,308.35	59%	3,691.65	
5201521	GAS	20,000.00		20,000.00	1,653.55	19,124.61	96%	875.39	
5201700	VEHICLE PAYMENT	27,000.00		27,000.00		18,557.16	69%	8,442.84	
501522/5201523	EQUIPMENT	6,000.00		6,000.00		-	0%	6,000.00	
5201401	TRAINING	1,000.00		1,000.00		495.00	50%	505.00	
5201702	STATION PAYMENT	1,500.00		1,500.00	29,700.00	-	0%	1,500.00	
5201440	COPIER/POSTAGE RENTAL	1,000.00		1,000.00		637.36	64%	362.64	
5201462	IT SERVICES	1,500.00		1,500.00		1,500.00	100%	-	
	FIRING RANGE		5,350.00	5,350.00		5,350.00	100%	-	
	TOTAL EXPENSES	622,700.00	5,350.00	628,050.00	81,397.00	635,286.78	101%	(7,236.78)	

CITY OF APALACHICOLA LINE ITEM FINANCIAL STATEMENTS									
FOR PERIOD ENDED SEPTEMBER 30, 2019									
GENERAL FUND - FIRE DEPARTMENT EXPENDITURES									
GL#	TITLE	ADOPTED BUDGET	AMENDMENTS	AMENDED BUDGET	SEPT	YTD ACTUAL	% OF BUDGET	REMAINING BALANCE	
5202130	VOLUNTEER COMPENSATION	17,500.00		17,500.00	3,100	17,000.00	97%	500.00	
5202410	COMMUNICATIONS	1,000.00		1,000.00	1,046.05	1,604.09	160%	(604.09)	
5202460	VEHICLE REPAIRS & MAINTENANCE	10,000.00		10,000.00	17,452.48	1,256.56	13%	8,743.44	
5202492	SUPPLIES	4,000.00		4,000.00	181.29	198.95	5%	3,801.05	
52024921	FIRST RESPONDER EXPENSE	3,000.00		3,000.00		3,112.93	104%	(112.93)	
5202521	GAS	4,000.00		4,000.00	103.3	1,308.38	33%	2,691.62	
5202240	AD&D/WC INSURANCE	5,000.00		5,000.00		5,000.00	100%	-	
5202522/5202523	EQUIPMENT	4,000.00		4,000.00		4,000.00	100%	-	
5202400	TRAINING	2,000.00		2,000.00	400	-	0%	2,000.00	
5202461	IT SERVICES	300.00		300.00		300.00	100%	-	
5202701	FIRE TRUCK/EQUIPMENT PAYMENT	49,100.00		49,100.00		28,611.98	58%	20,488.02	
5202462	HOSE & PUMP TESTING	4,000.00		4,000.00		1,050.00	26%	2,950.00	
11024	MSBU EXPENSES - RESTRICTED	30,000.00		30,000.00		13,800.00	46%	16,200.00	
	TOTAL EXPENSES	133,900.00		133,900.00	22,283.12	95,276.66	71%	38,623.34	

CITY OF APALACHICOLA LINE ITEM FINANCIAL STATEMENTS									
FOR PERIOD ENDED SEPTEMBER 30, 2019									
GENERAL FUND - PUBLIC WORKS DEPARTMENT EXPENDITURES									
GL#	TITLE	ADOPTED BUDGET	AMENDMENTS	AMENDED BUDGET	SEPT	YTD ACTUAL	% OF BUDGET	REMAINING BALANCE	
530120	SALARIES	240,900.00		240,900.00	13,531.12	194,420.04	81%	46,479.96	
5301201	OVERTIME SALARY	10,000.00		10,000.00		-	0%	10,000.00	
530210	SOCIAL SECURITY	19,300.00		19,300.00	1,024.37	14,491.25	75%	4,808.75	
530220	RETIREMENT	19,800.00		19,800.00	2,847.26	18,417.97	93%	1,382.03	
530230	GROUP INSURANCE	62,600.00		62,600.00	3,405.53	47,816.24	76%	14,783.76	
530240	WC INSURANCE	29,000.00		29,000.00		28,954.40	100%	45.60	
530410	COMMUNICATIONS	6,500.00		6,500.00	420.57	4,081.29	63%	2,418.71	
530460	VEHICLE & EQUIPMENT MAINTENANCE	15,000.00		15,000.00	7,008.99	16,605.24	111%	(1,605.24)	
530463	TIRES	3,000.00		3,000.00	214.04	2,220.90	74%	779.10	
530520	SUPPLIES	15,000.00		15,000.00	303.71	3,929.83	26%	11,070.17	
5305201	UNIFORMS	1,000.00		1,000.00		-	0%	1,000.00	
530521	GAS	24,000.00		24,000.00	1,873.29	17,202.88	72%	6,797.12	
530522/530523	EQUIPMENT	4,000.00		4,000.00		-	0%	4,000.00	
541462	TREE MAINTENANCE	4,000.00		4,000.00		4,650.00	116%	(650.00)	
530701	VEHICLE PAYMENT - Van	8,000.00		8,000.00		7,910.21	99%	89.79	
530461	IT SERVICES	300.00		300.00		300.00	100%	-	
530300	SANITATION SERVICES	435,000.00		435,000.00	33,831.92	378,458.47	87%	56,541.53	
530462	STORMWATER IMPROVEMENT	30,000.00		30,000.00		8,752.52	29%	21,247.48	
510509	GRANT - NWFWMID STORMWATER RETROFIT	398,500.00		398,500.00		37,375.97	9%	361,124.03	
510516	GRANT - DOT BEAUTIFICATION	200,000.00		200,000.00		-	0%	200,000.00	
541464	ROAD, SIDEWALK, STORMWATER REPAIRS - LOGT	12,000.00		12,000.00		-	0%	12,000.00	
541464	ZERO TURN MOWER - LOGT	7,000.00		7,000.00		-	0%	7,000.00	
541464	BUSH HOG PAYMENT - LOGT	17,300.00		17,300.00		17,285.38	100%	14.62	
541464	VEHICLE PAYMENT - 2 TRUCKS - LOGT	16,200.00		16,200.00		-	0%	16,200.00	
541464	MINI EXCAVATOR PAYMENT - LOGT	5,600.00		5,600.00		6,441.31	115%	(841.31)	
541464	UNIDENTIFIED PROJECTS - LOGT	3,900.00		3,900.00		-	0%	3,900.00	
	TOTAL EXPENSES	1,587,900.00		1,587,900.00	64,460.80	809,313.90	37%	778,586.10	

CITY OF APALACHICOLA LINE ITEM FINANCIAL STATEMENTS									
FOR PERIOD ENDED SEPTEMBER 30, 2019									
GENERAL FUND - LIBRARY DEPARTMENT EXPENDITURES									
GL#	TITLE	ADOPTED BUDGET	AMENDMENTS	AMENDED BUDGET	SEPT	YTD ACTUAL	% OF BUDGET	REMAINING BALANCE	
571120	SALARY	42,500.00		42,500.00	3,268.80	47,029.30	111%	(4,529.30)	
571130	LIBRARY CLERKS	17,000.00		17,000.00		2,255.00	13%	14,745.00	
571210	SOCIAL SECURITY	3,300.00		3,300.00	246.52	3,555.17	108%	(255.17)	
571220	RETIREMENT	3,600.00		3,600.00	573.22	4,169.01	116%	(569.01)	
571230	GROUP INSURANCE	12,700.00		12,700.00	963.44	11,232.93	88%	1,467.07	
571410	COMMUNICATIONS	2,500.00		2,500.00	162.25	1,749.23	70%	750.77	
571462	CLEANING SERVICES	2,600.00		2,600.00		-	0%	2,600.00	
571520	SUPPLIES	1,000.00		1,000.00		1,551.07	155%	(551.07)	
571431	AUTOMATION	1,000.00		1,000.00		-	0%	1,000.00	
571660	BOOKS	6,000.00		6,000.00	529.13	3,504.38	58%	2,495.62	
571450	WC INSURANCE	1,000.00		1,000.00		1,000.00	100%	-	
571461	IT SERVICES	1,200.00		1,200.00		1,200.00	100%	-	
571343	LIBRARY PROGRAMS	1,000.00		1,000.00	1,600.00	2,589.80	259%	(1,589.80)	
	TOTAL EXPENSES	95,400.00		95,400.00	7,343.36	81,435.89	85%	13,964.11	

CITY OF APALACHICOLA LINE ITEM FINANCIAL STATEMENTS									
FOR PERIOD ENDED SEPTEMBER 30, 2019									
GENERAL FUND - PARKS DEPARTMENT & RECREATION/COMMUNITY PROGRAMS EXPENDITURES									
GL#	TITLE	ADOPTED BUDGET	AMENDMENTS	AMENDED BUDGET	SEPT	YTD ACTUAL	% OF BUDGET	REMAINING BALANCE	
	PARKS DEPARTMENT EXPENDITURES								
572430	UTILITIES	3,500.00		3,500.00	326.55	3,192.65	91%	307.35	
572463	MAINTENANCE	6,500.00		6,500.00	257.20	7,899.10	122%	(1,399.10)	
572459	PROPERTY/LIABILITY INSURANCE	5,000.00		5,000.00		5,000.00	100%	-	
510526	FWC BATTERY PARK RESTROOM GRANT	462,400.00		462,400.00		-	0%	462,400.00	
	TOTAL PARKS DEPARTMENT EXPENSES	477,400.00		477,400.00	583.75	16,091.75	3%	461,308.25	
	RECREATION/COMMUNITY PROGRAMS EXPENDITURES								
572344	PROJECT IMPACT PROGRAM	383,900.00		383,900.00	32,217.73	366,356.10	95%	17,543.90	
572491	DIXIE YOUTH DONATION	2,000.00		2,000.00		-	0%	2,000.00	
510529	COMMUNITY GARDEN	3,000.00		3,000.00	318.33	4,287.90	143%	(1,287.90)	
510492	FARMERS MARKET	3,000.00		3,000.00		1,421.00	47%	1,579.00	
512320	SENIOR PROGRAM	2,000.00		2,000.00		-	0%	2,000.00	
510530	HISTORY, CULTURE, ARTS MUSEUM - RESTRICTED	40,000.00		40,000.00	4,752.10	71,031.28	178%	(31,031.28)	
572345	CAREER SOURCE - GRANT		25,000.00	25,000.00		47,708.63	191%	(22,708.63)	
	TOTAL RECREATION DEPARTMENT EXPENSES	433,900.00	25,000.00	458,900.00	38,455.66	492,290.74	107%	(33,390.74)	

CITY OF APALACHICOLA LINE ITEM FINANCIAL STATEMENTS								
FOR PERIOD ENDED SEPTEMBER 30, 2019								
GENERAL FUND - FACILITIES EXPENDITURES								
GL#	TITLE	ADOPTED BUDGET	AMENDMENTS	AMENDED BUDGET	SEPT	YTD ACTUAL	% OF BUDGET	REMAINING BALANCE
	UTILITIES:							
5724301	Community Center	7,000.00		7,000.00	797.22	8,195.85	117%	(1,195.85)
5724303	Holy Family	6,500.00		6,500.00	782.60	7,293.06	112%	(793.06)
5724305	6th Street Rec	1,500.00		1,500.00	218.17	1,447.02	96%	52.98
5724304	Johnson Complex	30,000.00		30,000.00	3,023.36	24,089.70	80%	5,910.30
5724302	Field House & Field	1,800.00		1,800.00	192.63	1,695.02	94%	104.98
5724307	Public Restrooms	1,000.00		1,000.00	129.56	1,014.30	101%	(14.30)
510430	City Hall	6,000.00		6,000.00	300.05	2,107.08	35%	3,892.92
571430	Library	4,800.00		4,800.00	386.02	4,084.59	85%	715.41
5202430	Fire Station	3,200.00		3,200.00	28.37	3,497.63	109%	(297.63)
5201430	Police Station	3,200.00		3,200.00	741.51	3,496.11	109%	(296.11)
530430	Public Works	6,500.00		6,500.00	546.29	5,178.01	80%	1,321.99
530431	Street Lights	62,000.00		62,000.00	4,707.59	54,742.96	88%	7,257.04
572461	REPAIRS & MAINTENANCE	30,000.00		30,000.00	1,285.85	16,789.30	56%	13,210.70
572464	JANITORIAL SERVICE	13,200.00		13,200.00	780.00	7,980.00	60%	5,220.00
	LIABILITY/PROPERTY INS:							
572450	Community Center	6,000.00		6,000.00		6,000.00	100%	-
572451	Holy Family	11,500.00		11,500.00		11,500.00	100%	-
572452	6th Street Rec	2,000.00		2,000.00		2,000.00	100%	-
572453	Johnson Complex	3,000.00		3,000.00		3,000.00	100%	-
572454	Gym	3,000.00		3,000.00		3,000.00	100%	-
572455	Field House & Field	1,400.00		1,400.00		1,400.00	100%	-
572456	Public Restrooms	2,500.00		2,500.00		2,500.00	100%	-
572457	Raney House	3,600.00		3,600.00		3,600.00	100%	-
572458	HCA	3,600.00		3,600.00		3,600.00	100%	-
510450	City Hall	3,600.00		3,600.00		3,600.00	100%	-
571450	Library	2,000.00		2,000.00		2,000.00	100%	-
5202240	Fire/Police Station	4,500.00		4,500.00		4,500.00	100%	-
530240	Public Works	6,600.00		6,600.00		6,600.00	100%	-
5724101	COMMUNICATIONS	4,700.00		4,700.00		4,267.52	91%	432.48
572465	IT SERVICES	1,500.00		1,500.00		1,500.00	100%	-
	TOTAL EXPENSES	236,200.00		236,200.00	13,919.22	200,678.15	85%	35,521.85

CITY OF APALACHICOLA LINE ITEM FINANCIAL STATEMENTS									
FOR PERIOD ENDED SEPTEMBER 30, 2019									
ENTERPRISE FUND REVENUES									
GL#	TITLE	ADOPTED BUDGET	AMENDMENTS	AMENDED BUDGET	SEPT	YTD ACTUAL	% OF BUDGET	REMAINING BALANCE	
	WATER & SEWER FUND								
11044	WATER UTILITY BILL REVENUE	744,000.00		744,000.00	68,776.96	871,679.69	117%	(127,679.69)	
443601/11046	WATER TAPS	15,000.00		15,000.00	10,998.00	10,998.00	73%	4,002.00	
11044	SEWER UTILITY BILL REVENUE	682,000.00		682,000.00	61,962.81	770,474.48	113%	(88,474.48)	
443605	SEWER USER FEE REVENUE	500,000.00		500,000.00	54,055.74	626,359.14	125%	(126,359.14)	
443602/11046	SEWER TAPS	20,000.00		20,000.00	9,250.00	9,250.00	46%	10,750.00	
443003	MISCELLANEOUS REVENUE	500.00		500.00	189.79	189.79	38%	310.21	
443001	INTEREST ON INVESTMENT	500.00		500.00	-	-	0%	500.00	
	TOTAL WATER & SEWER REVENUE	1,962,000.00		1,962,000.00	184,795.51	2,288,951.10	117%	(326,951.10)	
	SCIPIO CREEK MOORING BASIN								
11047/412005	MOORING BASIN INCOME	37,000.00		37,000.00	3,744.36	36,895.38	100%	104.62	
412006	REPAIR YARD	2,000.00		2,000.00	-	-	0%	2,000.00	
411001	MISCELLANEOUS	100.00		100.00	0.54	5.70	6%	94.30	
	TOTAL SCIPIO CREEK MOORING BASIN	39,100.00		39,100.00	3,744.90	36,901.08	94%	2,198.92	
	BATTERY PARK BOAT BASIN								
11048/422001	MOORING BASIN INCOME	55,000.00		55,000.00	5,233.34	51,088.56	93%	3,911.44	
422002	LAUNCH FEE INCOME	9,000.00		9,000.00	679.00	7,041.40	78%	1,958.60	
420001	MISCELLANEOUS	100.00		100.00	16.06	156.57	157%	(56.57)	
	TOTAL BATTERY PARK BOAT BASIN	64,100.00		64,100.00	5,928.40	58,286.53	91%	5,813.47	
	TOTAL ENTERPRISE FUND REVENUES	2,065,200.00		2,065,200.00	194,468.84	2,189,669.90	106%	(318,938.71)	

CITY OF APALACHICOLA LINE ITEM FINANCIAL STATEMENTS FOR PERIOD ENDED SEPTEMBER 30, 2019									
ENTERPRISE - WATER DEPARTMENT EXPENDITURES									
GL#	TITLE	ADOPTED BUDGET	AMENDMENTS	AMENDED BUDGET	SEPT	YTD ACTUAL	% OF BUDGET	REMAINING BALANCE	
540120	SALARIES	192,000.00		192,000.00	2,481.60	175,110.71	91%	16,889.29	
5401201	OVERTIME SALARY/SOCIAL SECURITY	15,000.00		15,000.00		6,873.22	46%	8,126.78	
540201	SOCIAL SECURITY	14,700.00		14,700.00	189.84	12,759.64	87%	1,940.36	
540220	RETIREMENT	15,900.00		15,900.00	1,089.10	16,091.19	101%	(191.19)	
540230	GROUP INSURANCE	45,900.00		46,900.00	75.21	36,978.79	79%	9,921.21	
540450	LIABILITY/PROPERTY/WC INSURANCE	18,800.00		18,800.00		18,800.00	100%	-	
540310	ATTORNEY FEES - WATER LITIGATION	25,000.00		25,000.00		-	0%	25,000.00	
540410	COMMUNICATIONS	2,500.00		2,500.00	226.64	2,020.20	81%	479.80	
540480	DUES & FEES	600.00		600.00		302.50	50%	297.50	
540520	SUPPLIES	60,000.00		60,000.00	2,916.32	47,093.57	78%	12,906.43	
540524	UNIFORMS	1,500.00		1,500.00		199.19	13%	1,300.81	
540430	UTILITIES	45,000.00		45,000.00	4,028.65	42,732.11	95%	2,267.89	
540521	GAS	9,000.00		9,000.00	866.28	9,149.72	102%	(149.72)	
540460	REPAIRS & MAINTENANCE	30,000.00		30,000.00	8,090.70	18,219.43	61%	11,780.57	
540462	FIRE HYDRANT MAINT & REPAIRS	10,000.00		10,000.00		-	0%	10,000.00	
540463	ELEVATED TANK MAINTENANCE	7,500.00		7,500.00		-	0%	7,500.00	
540400	TRAVEL/TRAINING	2,000.00		2,000.00		90.21	5%	1,909.79	
540522/540523	EQUIPMENT	5,000.00		5,000.00		2,450.00	49%	2,550.00	
540461	TESTING	7,500.00		7,500.00		4,596.00	61%	2,904.00	
540466	IT SERVICES	1,500.00		1,500.00		1,425.00	95%	75.00	
540465	TTHM EXPENSE	10,000.00		10,000.00	5,200.00	15,684.23	157%	(5,684.23)	
540456	BOND PAYMENT - 2003 BOND SERIES	142,500.00		142,500.00	141,505.00	255,130.00	179%	(112,630.00)	
540702	RADIO READ METER LOAN PAYMENT	32,100.00		32,100.00		32,034.31	100%	65.69	
540701	VEHICLE	4,300.00		4,300.00		4,239.77	99%	60.23	
540701	MINI EXCAVATOR	5,600.00		5,600.00		5,600.00	100%	-	
540600	CAPITAL OUTLAY	54,100.00		54,100.00		29,198.00	54%	24,902.00	
	TOTAL EXPENSES	759,000.00		759,000.00	166,669.34	741,977.79	98%	17,022.21	

CITY OF APALACHICOLA LINE ITEM FINANCIAL STATEMENTS									
FOR PERIOD ENDED SEPTEMBER 30, 2019									
ENTERPRISE - SEWER DEPARTMENT EXPENDITURES									
GL#	TITLE	ADOPTED BUDGET	AMENDMENTS	AMENDED BUDGET	SEPT	YTD ACTUAL	% OF BUDGET	REMAINING BALANCE	
550120	SALARIES	158,600.00		158,600.00	18,421.96	139,307.96	88%	19,292.04	
5501201	OVERTIME SALARY/SOCIAL SECURITY	15,000.00		15,000.00	400.00	4,598.05	31%	10,401.95	
550210	SOCIAL SECURITY	12,200.00		12,200.00	1,201.79	9,044.95	74%	3,155.05	
550220	RETIREMENT	16,100.00		16,100.00	3,980.87	17,745.01	110%	(1,645.01)	
550230	GROUP INSURANCE	34,400.00		34,400.00	4,245.44	30,170.33	88%	4,229.67	
550450	LIABILITY/PROPERTY/WC INSURANCE	30,000.00		30,000.00		30,000.00	100%	-	
550451	FLOOD INSURANCE	6,000.00		6,000.00		6,211.00	104%	(211.00)	
550452	POLLUTION INSURANCE	2,500.00		2,500.00		-	0%	2,500.00	
550410	COMMUNICATIONS	7,000.00		7,000.00	582.63	5,902.26	84%	1,097.74	
550480	DUES & FEES	1,000.00		1,000.00		20,116.30	2012%	(19,116.30)	
550520	SUPPLIES	70,000.00		70,000.00	8,321.51	72,437.94	103%	(2,437.94)	
550524	UNIFORMS	1,500.00		1,500.00		-	0%	1,500.00	
550430	UTILITIES	120,000.00		120,000.00	11,496.95	118,582.76	99%	1,417.24	
550521	GAS	10,000.00		10,000.00	866.28	9,149.71	91%	850.29	
550460	REPAIRS & MAINTENANCE	65,000.00		65,000.00	8,874.24	55,207.88	85%	9,792.12	
550461	TESTING	22,000.00		22,000.00		18,732.50	85%	3,267.50	
550522/550523	EQUIPMENT	5,000.00		5,000.00		1,529.03	31%	3,470.97	
550400	TRAVEL/TRAINING	1,000.00		1,000.00		-	0%	1,000.00	
550466	IT SERVICES	1,500.00		1,500.00	975.00	525.00	35%	975.00	
550456	BOND PAYMENT	50,000.00		50,000.00	50,580.18	96,480.18	193%	(46,480.18)	
550457	DEP PAYMENT	435,000.00		435,000.00	169,984.87	377,871.41	87%	57,128.59	
11026	DEP RESERVE PAYMENT	89,100.00		89,100.00		66,825.00	75%	22,275.00	
550701	VEHICLE PAYMENT	4,300.00		4,300.00		4,239.00	99%	61.00	
550701	MINI EXCAVATOR	4,800.00		4,800.00		4,800.00	100%	-	
550600	CAPITAL OUTLAY	41,000.00		41,000.00		-	0%	41,000.00	
	TOTAL EXPENSES	1,203,000.00		1,203,000.00	279,931.72	1,260,436.14	105%	(57,436.14)	

CITY OF APALACHICOLA LINE ITEM FINANCIAL STATEMENTS									
FOR PERIOD ENDED SEPTEMBER 30, 2019									
ENTERPRISE - SCPIO CREEK & BATTERY PARK EXPENDITURES									
GL#	TITLE	ADOPTED BUDGET	AMENDMENTS	AMENDED BUDGET	SEPT	YTD ACTUAL	% OF BUDGET	REMAINING BALANCE	
	SCPIO CREEK								
	UTILITIES								
510430	UTILITIES	5,000.00		5,000.00	523.21	3,346.34	67%	1,653.66	
510410	COMMUNICATIONS	4,900.00		4,900.00	41.20	411.16	8%	4,488.84	
510450	LIABILITY/PROPERTY INSURANCE	18,000.00		18,000.00		16,390.16	91%	1,609.84	
510460	REPAIRS & MAINTENANCE	900.00		900.00	129.00	2,140.92	238%	(1,240.92)	
510520	SUPPLIES	1,000.00		1,000.00		620.84	62%	379.16	
510472	SUBMERGED LAND LEASE	3,000.00		3,000.00		2,999.06	100%	0.94	
510462	JANITORAL SERVICES	6,300.00		6,300.00	129.00	1,929.00	31%	4,371.00	
	TOTAL SCPIO CREEK EXPENSES	39,100.00		39,100.00	822.41	27,966.48	72%	11,133.52	
	BATTERY PARK								
	UTILITIES								
520430	UTILITIES	7,000.00		7,000.00	923.99	6,205.53	89%	794.47	
520450	LIABILITY/PROPERTY INSURANCE	15,000.00		15,000.00		15,000.00	100%	-	
520460	REPAIRS & MAINTENANCE	5,000.00		5,000.00		2,177.36	44%	2,822.64	
520520	SUPPLIES	2,000.00		2,000.00		587.43	29%	1,412.57	
520471	SUBMERGED LAND LEASE	2,000.00		2,000.00		1,907.70	95%	92.30	
520463	IT SERVICES	600.00		600.00		-	0%	600.00	
520600	CAPITAL OUTLAY	32,500.00		32,500.00		-	0%	32,500.00	
	TOTAL BATTERY PARK	64,100.00		64,100.00	923.99	25,878.02	40%	38,221.98	

CITY OF APALACHICOLA LINE ITEM FINANCIAL STATEMENTS									
FOR PERIOD ENDED SEPTEMBER 30, 2019									
APALACHICOLA COMMUNITY REDEVELOPMENT AGENCY									
GL#	TITLE	ADOPTED BUDGET	AMENDMENTS	AMENDED BUDGET	SEPT	YTD ACTUAL	% OF BUDGET	REMAINING BALANCE	
	REVENUES								
45042	CRA TAX INCREMENT	36,000.00	9,000.00	45,000.00	4.05	42,022.49	93%	2,977.51	
45043	DONATIONS	2,000.00		2,000.00		-	0%	2,000.00	
45044	SPECIAL EVENTS	5,000.00		5,000.00		-	0%	5,000.00	
45045	MAIN STREET CONTRIBUTION	25,000.00		25,000.00	4225.84	25,223.99	101%	(223.99)	
45046	GRANT - USDA RURAL BUSINESS DEVELOPMENT	225,000.00		225,000.00		-	0%	225,000.00	
11035	CASH BALANCE BROUGHT FORWARD	10,000.00	2,000.00	12,000.00		-	0%	12,000.00	
	TOTAL CRA REVENUE	303,000.00	11,000.00	314,000.00	4,229.89	63,016.59	20%	250,983.41	
	EXPENSES								
	SALARIES								
514120	SALARIES	38,000.00		38,000.00	3,166.67	38,000.04	100%	(0.04)	
514210	SOCIAL SECURITY	2,900.00		2,900.00	239.03	2,868.36	99%	31.64	
514220	RETIREMENT	3,100.00		3,100.00	536.44	3,420.36	110%	(320.36)	
514230	GROUP INSURANCE	7,000.00		7,000.00	551.92	6,407.88	92%	592.12	
514310	PROFESSIONAL SERVICES	2,000.00		2,000.00		500.00	25%	1,500.00	
514520	OPERATING EXPENSES	3,000.00		3,000.00		4,773.50	159%	(1,773.60)	
514400	TRAVEL & TRAINING	2,000.00		2,000.00		1,578.55	79%	421.45	
514320	SIGN REPLACEMENT PROGRAM	10,000.00	(10,000.00)	-		-		-	
514321	MICRO PROJECTS		15,000.00	15,000.00		-	0%	15,000.00	
11021	TRANSFER TO GENERAL FUND	10,000.00	6,000.00	16,000.00		-	0%	16,000.00	
514351	GRANT - USDA RURAL BUSINESS DEVELOPMENT	225,000.00		225,000.00		-	0%	225,000.00	
	TOTAL CRA EXPENSES	303,000.00	11,000.00	314,000.00	4,494.05	57,548.79	18%	256,451.21	

CITY OF APALACHICOLA LINE ITEM FINANCIAL STATEMENTS									
FOR PERIOD ENDED SEPTEMBER 30, 2019									
SPECIAL REVENUE FUND - REVOLVING LOAN PROGRAM									
GL#	TITLE	ADOPTED BUDGET	AMENDMENTS	AMENDED BUDGET	SEPT	YTD ACTUAL	% OF BUDGET	REMAINING BALANCE	
	REVENUES								
41	PROGRAM INCOME	23,600.00		23,600.00	1,267.37	33,464.38	142%	(9,864.38)	
11021	CASH BALANCE BROUGHT FORWARD	12,600.00		12,600.00			0%	12,600.00	
	TOTAL REVOLVING LOAN FUND	36,200.00		36,200.00		32,197.01	89%	4,002.99	
	EXPENSES								
510462	RENTAL FEE - SEMINOLE					700.00	58%	500.00	
510600	CAPITAL OUTLAY	35,000.00		35,000.00			0%	35,000.00	
	TOTAL REVOLVING LOAN FUND EXPENSES	36,200.00		36,200.00	1,267.37	1,967.37	5%	34,232.63	

CITY OF APALACHICOLA LINE ITEM FINANCIAL STATEMENTS FOR PERIOD ENDED SEPTEMBER 30, 2019						
REVENUES & EXPENDITURES SUMMARY						
TITLE	ADOPTED BUDGET	AMENDMENTS	AMENDED BUDGET	SEP	YTD ACTUAL	% OF BUDGET
						REMAINING BALANCE
GENERAL FUND REVENUES	4,605,800.00	477,084.05	5,082,884.05	236,163.29	3,991,118.60	
GENERAL FUND DEPARTMENTS:						
GOVERNING BODY	304,000.00	26,570.52	330,570.52	18,667.45	196,691.42	
ADMINISTRATION	408,700.00		408,700.00	26,128.63	341,657.18	
ZONING/CODE ENFORCEMENT	305,700.00		305,700.00	17,846.20	226,605.33	
POLICE	622,700.00		622,700.00	81,397.00	635,286.78	
FIRE	133,900.00		133,900.00	22,283.12	95,276.66	
PUBLIC WORKS	1,587,900.00		1,587,900.00	64,460.80	809,313.90	
LIBRARY	95,400.00		95,400.00	7,343.36	81,435.89	
PARKS	477,400.00		477,400.00	583.75	16,091.75	
RECREATION/COMMUNITY PROGRAMS	433,900.00		433,900.00	38,455.66	492,290.74	
FACILITIES	236,200.00		236,200.00	13,919.20	200,678.13	
TOTAL ALL DEPARTMENT EXPENDITURES				291,085.17	3,095,327.78	
					895,790.82	
GENERAL FUND YTD REVENUES - YTD EXPENSES						
WATER & SEWER FUND REVENUE	1,962,000.00		1,962,000.00	184,795.51	2,288,951.10	
WATER EXPENSES	759,000.00		759,000.00	166,569.34	741,977.79	
SEWER EXPENSES	1,203,000.00		1,203,000.00	279,931.72	1,260,436.14	
WATER & SEWER YTD REVENUES - YTD EXPENSES					286,537.17	
SCIPIO CREEK REVENUES	39,100.00		39,100.00	3,744.90	36,901.08	
SCIPIO CREEK EXPENSES	39,100.00		39,100.00	822.41	27,966.48	
SCIPIO CREEK YTD REVENUES - YTD EXPENSES					8,934.60	
BATTERY PARK REVENUES	64,100.00		64,100.00	5,928.40	58,286.53	
BATTERY PARK EXPENSES	64,100.00		64,100.00	923.99	25,878.02	
BATTERY PARK YTD REVENUES - YTD EXPENSES					32,408.51	
CRA REVENUES	303,000.00	11,000.00	314,000.00	4,229.89	67,246.48	
CRA EXPENSES	303,000.00	11,000.00	314,000.00	4,494.06	57,548.79	
CRA YTD REVENUES - YTD EXPENSES					9,697.69	
REVOLVING LOAN REVENUES	36,200.00		36,200.00	1,267.37	33,464.38	
REVOLVING LOAN EXPENSES	36,200.00		36,200.00		700.00	
REVOLVING LOAN YTD REVENUES - YTD EXPENSES					32,764.38	

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

SUBJECT: Grant Submittal Approval – National Fish and Wildlife Foundation Emergency Coastal Resilience Fund

AGENDA INFORMATION:

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

BRIEF SUMMARY: In June of 2019, Congress responded to the catastrophic natural disasters of 2018 with passage of a supplemental appropriations bill that provided NFWF with funding to address emergency coastal resilience recovery. The Emergency Coastal Resilience Fund (ECRF) was established to increase the resilience of coastal communities located within federally declared disaster areas impacted by hurricanes Florence and Michael, Typhoon Yutu and wildfires in 2018. The fund supports conservation projects that strengthen natural systems at a scale that will protect coastal communities from the future impacts of storms, floods and other natural hazards. Staff is requesting to apply for a \$3.256 million grant to repair and/or replace failing stormwater infrastructure outfalls along the Apalachicola Riverfront, to initiate water quality monitoring and resource restoration along the riverfront to incorporate site specific public education materials about the project and to promote the City's long-term resiliency efforts. There is no local match requirement.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To Approve Submittal of a Grant Proposal to NFWF Emergency Coastal Resilience Fund on behalf of the City of Apalachicola.

FUNDING SOURCE: NFWF Emergency Coastal Resilience Fund

ATTACHMENTS: Grant Summary

STAFF'S COMMENTS AND RECOMMENDATIONS: The storm-hardening repair and replacement of failing waterfront infrastructure will make Apalachicola more resilient to storm surge and sea level rise. The long term conservation outcome will be improved water quality through physical improvements and resource restoration in the resulting areas as evidenced through quantitative water quality monitoring. Educational signage will educate visitors to the environmental importance of stormwater management and resilience.

National Fish and Wildlife Foundation Emergency Coastal Resilience Fund

APALACHICOLA STORM-HARDENING INFRASTRUCTURE AND RESILIENCY PROJECT

This is a \$3.256 million grant proposal to the National Fish and Wildlife Foundation to repair and/or replace failing stormwater infrastructure outfalls along the Apalachicola Riverfront, to initiate water quality monitoring and resource restoration along the riverfront and to incorporate site specific public education materials about the project and to promote the City's long-term resiliency efforts.

The project is broken into four components: physical improvements, water quality monitoring, resource restoration and educational outreach.

Grant deadline: November 12.

LONG-TERM STORM-HARDENING AND CONSERVATION OUTCOMES

The storm-hardening repair and replacement of failing waterfront infrastructure will make Apalachicola more resilient to storm surge and sea level rise. The longterm conservation outcome will be improved water quality through physical improvements and resource restoration in the resulting areas as evidenced through quantitative water quality monitoring. Educational signage will educate visitors to the environmental importance of stormwater management and resilience.

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: November 5, 2019**

SUBJECT: Duke Energy Electric Franchise Agreement – First Reading

AGENDA INFORMATION:

Agenda Location: Unfinished Business
Item Number: A
Department: Administration
Contact: Ron Nalley, City Manager
Presenter: Ron Nalley, City Manager

BRIEF SUMMARY: The Electric Franchise Ordinance with Duke Energy was approved on January 13, 1989 for a thirty year period and expired in January 2019. Duke Energy contacted the City to discuss the renewal of the franchise for an additional term however progress stalled due to several legal matters. A revised agreement is attached. Danny Collins, our Local Government Liaison with Duke Energy, will be present at the meeting to answer any questions the Commission may have about the renewal.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To Approve the First Reading of Ordinance 2019-02 Granting Duke Energy of Florida an Electric Franchise with the City of Apalachicola and to Proceed with the Adoption Process.

FUNDING SOURCE: Not Applicable

ATTACHMENTS: Draft Ordinance 2019-02

STAFF'S COMMENTS AND RECOMMENDATIONS: The Ordinance will require two readings and a public hearing. The first reading is scheduled for the November meeting, and the public hearing and second reading with final approval is scheduled for your December meeting.

ORDINANCE # 2019-02

AN ORDINANCE GRANTING TO DUKE ENERGY FLORIDA, LLC. d/b/a DUKE ENERGY, A NON-EXCLUSIVE ELECTRIC UTILITY RIGHTS OF WAY UTILIZATION FRANCHISE; PRESCRIBING THE TERMS AND CONDITIONS RELATED TO THE OCCUPANCY OF MUNICIPAL STREETS AND RIGHTS OF WAY IN THE CITY OF APALACHICOLA, FLORIDA, FOR THE PURPOSE OF PROVIDING ELECTRIC SERVICE; PROVIDING FOR SEVERABILITY OF PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COMMISSION OF APALACHICOLA, FLORIDA:

SECTION 1 - Findings

The City deems it necessary, desirable and in the interest of its citizens to establish by ordinance a rights of way utilization franchise (sometimes referred to herein as the "Franchise") granting the Company permission to occupy the Rights of Way in the City of Apalachicola, Florida, for the purpose of providing electric services.

SECTION 2 - Short Title

This ordinance shall be known and may be cited as the "Duke Energy Rights of Way Utilization Franchise."

SECTION 3 - Definitions

For the purposes of this ordinance, the following terms, phrases, words, and their derivatives shall have the meaning given herein. When not inconsistent with the context, words in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory and not merely permissive.

(A) "Adversely Affected" – For the Company, a loss of one percent (1%) of Base Revenues within the corporate City limits due to Retail Wheeling. For the City, a loss of one percent (1%) of franchise fees due to Retail Wheeling.

(B) "Base Revenues" – All Company's revenues from the retail sale of electricity, net of customer credits, to residential, commercial and industrial customers and City sponsored street lighting all within the corporate limits of the City.

(C) "Company" or "Grantee" – Duke Energy Florida, LLC d/b/a Duke Energy, its successors and permitted assigns. This Agreement shall not be assigned without the prior written consent of the City, which shall not be unreasonably withheld; provided, however, Company may assign this Agreement without the consent of the City if such assignment is to an entity that purchases all or substantially all of the assets of Company, an entity affiliated with Company or any assignment pursuant to a merger or re-organization of Company or any affiliate of Company.

(D) "City" or "Grantor" – The City of Apalachicola, Florida.

(E) “Electric Energy Provider” – Every legal entity or association of any kind (including their lessees, trustees or receivers), including any unit of state, federal or local government (including City herein), which owns, maintains, or operates an electric generation, transmission, or distribution system or facilities, or which otherwise provides, arranges for, or supplies electricity or electric energy to the public, or which supplies electricity to itself utilizing Company’s distribution or other facilities. Without limitation or the foregoing, “Electric Energy Provider” shall also include every Electric Utility, electric power marketer or electric power aggregator. It shall also include every entity providing such services as metering, customer billing, payment collection and processing, and customer information and data processing.

(F) “Electric Utility” -- Shall have the meaning set out in Section 366.02(2), *Florida Statutes* (2010), and shall also include every electric “Public Utility” as defined in Section 366.02(1), *Florida Statutes* (2010). “Electric Utility” shall further include every investor owned, municipally or governmentally owned, or cooperatively owned electric utility (including their lessees, trustees or receivers), which owns, maintains, or operates an electric generation, transmission, or distribution system in any State or County.

(G) “Electric Utility System” – An electric power system installed and operated in the Franchise Area in accordance with the provisions of the Florida Public Service Commission establishing technical standards, service areas, tariffs and operating standards, which shall include but not to limited to electric light, heat, power and energy facilities, and a generation, transmission, and distribution system, with such extensions thereof and additions hereto as shall hereafter be made.

(H) “Franchise Area” – That area for which Company provides electric utility service within the corporate City limits of the City.

(I) “Facilities” – The meaning as set forth in Section 4.

(J) “Person” – Any person, firm, partnership, association, corporation, company or organization of any kind.

(K) “Public Service Commission” – The Florida Public Service Commission.

(L) “Rights of Way” – All of the public streets, alleys, highways, waterways, bridges, sidewalks and parks, and any other public ways or places owned by the City, as they now exist or may be hereafter constructed, opened, laid out or extended within the present limits of the City, or in such territory as may hereafter be added to, consolidated or annexed to the City.

(M) “Retail Wheeling” – A customer/supplier arrangement whereby an Electric Energy Provider utilizes transmission and/or distribution facilities of Company to make energy sales directly to an end use customer located within the Franchise Area.

SECTION 4 - Grant of Authority

(A) This grant of authority is limited to the provision by Company to have, maintain, or place its Facilities within the Rights of Way for its electric utility services. Accordingly, the

City hereby grants to the Company, its successors and assigns the non-exclusive right, authority, and franchise to lay, erect, construct, maintain, repair and operate its Facilities in, under, upon, over and across the present and future Rights of Way, as they now exist or may be hereafter constructed, opened, laid out or extended within the present limits of the City, including but not limited to conduits, cables, poles, wires, supports and such other structures or appurtenances as may be reasonably necessary for the construction, maintenance and operation of an electric generation, transmission and distribution system, including information, telecommunication, and video transmission used solely for the provision of electric service (collectively the "Facilities"), provided that all portions of the same shall conform to accepted industry standards, including but not limited, to the National Electrical Safety Code. Nothing in this Ordinance shall require Grantee to remove, de-energize, or cease using any poles, wires, or other things or Facilities identified hereinabove that were in place under previous ordinances or permits prior to the Effective Date of this Ordinance, regardless of whether such poles, wires or other Facilities are located outside "Rights of Way" as defined herein. Nor shall anything in this Ordinance prohibit Company from performing upgrades, replacements, maintenance or servicing of such poles, wires, or other Facilities after the Effective Date of this Ordinance. Rather, all such preexisting poles, wires, or other Facilities shall be authorized under this Ordinance. Because this Franchise is intended to grant Company the non-exclusive, but unrestricted right to place its Facilities within the Rights of Way, the City expressly acknowledges and agrees that Company shall not be required to pull or pay for permits to place its Facilities or perform any work maintenance activities on or related to its Facilities within the Rights of Way. Subject to the foregoing and except in emergencies, Company shall use reasonable efforts to provide electronic notice to the Public Works Director or their designee when Company intends to perform underground boring work within the Rights of Way.

(B) Annexation or Contraction. City and Company agree that the Franchise Area is subject to expansion or reduction by annexation and contraction of municipal boundaries. If City approves any Franchise Area expansion or reduction by annexation or contraction, City shall provide written notice to Company's Annexation Coordinator, at the address provided below, within sixty (60) days of such approval and this Franchise shall automatically extend to include any such annexed areas.

Additionally, within sixty (60) days of any such annexation or contraction, City shall provide to Company an updated list containing the new or removed street names, known street name aliases, street addresses, and zip codes associated with each street name. All notices of annexation or contraction and address listings shall be addressed to the Annexation Coordinator as follows with the address subject to change:

Duke Energy
Tax Team DT02-V
9700 David Taylor Drive
Charlotte NC 28262
Or by email to: TaxTeam@duke-energy.com

Company must revise its payments due to any expansion or reduction by annexation within a reasonable time after Company has received such notice and updated list from City, but no later than sixty (60) days after receipt of notice and the list. City understands and

affirmatively acknowledges that the Company will exclusively rely upon the City to provide timely and accurate information to the Company regarding any such annexations or contractions, and that failure to do so will impair, inhibit, and/or preclude the Company's ability to revise any payments due to the City that are impacted by such annexations or contractions. Further, City acknowledges that if such information is not timely furnished to Company as required herein, any related obligation to collect payments shall be suspended during the period of delay.

(C) Non-Exclusive Use. The Company's right to use and occupy Rights of Way for the purposes herein set forth shall be non-exclusive as to entities not engaged in the provision of electric energy and service, and the City reserves the right to grant to others the right to utilize the Rights of Way, to any person at any time during the period of this Franchise so long as such grant does not create an unsafe condition or unreasonably conflict with the rights granted to Company herein.

SECTION 5 - Notice of Acceptance and Term of Franchise

This ordinance shall become effective upon being legally passed and adopted ("Effective Date") by the City Commission; and it is further agreed that Grantee shall accept this Franchise as of the date of the passage and adoption by the City Commission and shall signify its acceptance in writing within thirty (30) days after the City Commission's approval of this ordinance by filing its written acceptance with the City Clerk. If Grantee fails to accept this franchise within thirty (30) days of its date of passage and adoption, then this Ordinance shall be null and void, and of no force and effect of any kind. Commencing on the Effective Date, the term of the Franchise granted herein shall be for a period of ten (10) years.

SECTION 6 - Payment to City

(A) Effective the first day of the second month beginning after the Effective Date of this ordinance, City shall be entitled to receive from Company a monthly franchise amount that will equal six percent (6%) of Company's Base Revenues (the "Franchise Fee") for the preceding month, which amount shall be the total compensation due City for any and all rights, authority and privileges granted by this Franchise, including compensation for any required permits, parking fees, or any other fee or cost related to the rights granted hereunder. Any franchise amounts that will be paid to the City will be collected by the Company from Company's customers in the Franchise Area and passed through to the City in the manner described herein. The City expressly acknowledges that no additional or other amounts shall be due or remitted by Company for the exercise of its rights granted hereunder.

Payment shall be made to City for each month no later than the twentieth (20th) day of the following month. The monthly payment shall be made by wire transfer. Any monthly payment or any portion thereof made twenty (20) days after the due date without good cause shall be subject to interest at the rate of ten percent (10%) per annum.

(B) Only disputed amounts shall be allowed to be withheld by Company, and any such amount shall not accrue any interest during the pendency of any such dispute.

(C) The City acknowledges that all classifications and categories of retail customers of Company shall be subject to the payment of the Franchise Fee due hereunder.

SECTION 7 - Favored Nations

(A) In the event Grantee shall hereafter accept an electric utility franchise ordinance from any municipality providing for the payment of a franchise fee in excess of that provided for in Section 6 above, Grantee shall notify Grantor, and Grantor reserves the right to amend this Franchise to increase the franchise fee payable under this ordinance to no more than the greater franchise fee that Grantee has agreed to pay to such other municipality. Grantee's obligation to pay such greater franchise fee to Grantor shall apply prospectively beginning with the next monthly franchise fee payment following Grantor's timely notice of its exercise of its amendment right to which Grantee may collect such increased fee from its customers. Grantee's failure to notify Grantor of such additional payments does not limit Grantor's right to amend to require such additional franchise fees.

(B) It is the intent and agreement of Grantor and Grantee that Grantee shall not be required to pay Grantor a franchise fee under Section 6 of a percentage greater than that paid to Grantor by any other Electric Utility or Electric Energy Provider utilizing Grantor's Rights of Way on such Electric Utility's or Electric Energy Provider's revenues attributable to services that are the same or substantially the same as those performed by Grantee. It is further the intent and agreement of Grantor and Grantee that Grantee should not be placed at a competitive disadvantage by the payments required by Section 6 of this Ordinance in the event other Electric Utilities or Electric Energy Providers provide services in competition with Grantee without utilizing Grantor's Rights of Way.

(C) If Grantor imposes a lesser fee, or no fee, or is unable to impose a fee on another Electric Utility or Electric Energy Provider providing or seeking to provide services in competition with Grantee to customers within Grantor's municipal boundaries, whether utilizing Grantor's Rights of Way or not utilizing Grantor's Rights of Way, Grantee's fee under Section 6 for such services shall be automatically reduced to the lesser fee charged the other Electric Utility or Electric Energy Provider (or to zero (0), if no fee is charged such other Electric Utility or Electric Energy Provider). In all events, City shall not grant more favorable treatment to other Electric Energy Providers than is granted to Company under this ordinance, it being the intent of the parties that no future provider of electric service, be it generation, transmission or distribution service, to customers within the corporate limits of City shall be given a competitive advantage over Company.

SECTION 8 - Grantor Rights

The right is hereby reserved to the City to adopt such regulations as it shall find necessary in the exercise of its police power, provided that such regulations, by ordinance or otherwise, shall be reasonable, and shall not be in conflict with the laws of the State of Florida or the lawful regulations of any state agency possessing the power to regulate the activities of the Company, or conflict with or otherwise interfere with the benefits conferred on the Company hereunder. In the event of a conflict between this Franchise Agreement and any other ordinance or regulation adopted by the City relating to Company's rights to perform work in and/or occupancy of the Rights of Way as permitted hereunder, the rights under this Franchise Agreement shall govern and control.

SECTION 9 - Work In Rights of Way

The Company is hereby granted the right, authority and privilege to perform all necessary work and excavations in said Rights of Way of the City related to its Facilities and necessary or incidental to carrying out such rights and obligations as permitted hereunder. The Company shall have the right to fasten and to stretch and lay along the lines of said poles, conduits, pipes and cables necessary for transmitting and conveying the electric current to be used in the Company's business, together with all the rights and privileges necessary or convenient for the full use including the right to trim, cut and keep clear all trees and limbs near or along Company's Facilities that may in any way endanger the proper operation of same. Moreover, the Company shall have the right to construct, erect, operate and maintain within the City an electric system consisting of its Facilities for carrying on the Company's business; provided that, in accomplishing these purposes, the streets of said City shall not be unnecessarily obstructed for an unreasonable amount of time and work in connection therewith shall be done and carried on in conformity with such reasonable rules, standards, regulations and local ordinances with reference thereto as may be adopted by the City for the protection of the public and which are not in conflict with or otherwise interfere with the benefits conferred on the Company hereunder.

Any request to underground electric utility facilities shall be submitted to Company and will be performed as can be reasonably done in accordance with Company's applicable tariffs, policies adopted by Company, and any applicable laws and/or regulations. All costs associated with such underground work requested by Grantor shall be at Grantor's expense and/or any costs associated with such underground work requested by any third party shall be at the third party's expense and estimated and applied in accordance with Company's tariffs and policies and any applicable laws and/or regulations.

SECTION 10 - Indemnification

(A) The acceptance of this Franchise by Company shall be deemed an agreement on the part of Company to indemnify City and hold it harmless against any and all direct damages, claims, expenses, reasonable attorneys' fees (including appellate fees) and costs that City may incur to the extent arising out of or resulting from the negligence or willful misconduct of Company, its contractors and agents in the construction, repair, operation, or maintenance of its electric utility Facilities hereunder. In no event shall Company be liable to City for any consequential, incidental, punitive, exemplary, multiple, or indirect damages, lost profits or other business interruption damages, by statute, in tort (including negligence or strict liability), in contract, or under any indemnity provision or otherwise. Subject to any and all applicable laws, the indemnification obligations set forth in this Section 10 shall survive the expiration of this Agreement.

(B) Company shall maintain throughout the term of this Franchise sufficient financial resources to provide self-insurance insuring City and Company with regard to all damages set forth in Section 10 (A) in the minimum amounts of:

- (i) \$1,000,000 for bodily injury or death to a person;
\$3,000,000 for bodily injury or death resulting from any one accident.
- (ii) \$50,000 for property damage resulting from any one accident.
- (iii) \$1,000,000 for all other types of liability.

(C) City acknowledges that Company provides its own liability insurance (self-insured).

SECTION 11 - Records and Reports

(A) Company Rules and Regulations. The following documents shall be available to City upon City's reasonable request: copies of rules, regulations, and procedures adopted by Company that relate to Company's use of City's Rights of Way.

(B) Accounting. Company shall use the system of accounts and the form of books, accounts, records, and memoranda prescribed by the Florida Public Service Commission or such other applicable governing agency having jurisdiction over Company as determined by Company.

(C) Reports. Company will submit monthly a statement of its estimated Base Revenues for the period on which such payment is based. The acceptance of any statement or payment shall not prevent the City from asserting that the amount paid is not the amount due, or from recovering any deficit by any lawful proceeding, including interest to be applied at the rate set forth in Section 6 (A).

(D) Availability of Records and Reports. Company shall supply information that City or its representatives may from time to time reasonably request relative to the calculation of franchise fees. Such records shall, on written request of City, be open for examination and audit by City and City's representatives at Company's headquarters in St. Petersburg, Florida, during ordinary business hours and such records shall be retained by Company for a period of three (3) years.

(E) Audit. City may require, upon prior written notice and during Company's normal business hours, an audit of Company's books related to this Agreement not more than once every five (5) years and then only for the preceding three (3) years. Company will reimburse City's audit costs if the audit identifies errors in Company's franchise Base Revenues of five percent (5%) or more for the period audited. If an underpayment of franchise fees has occurred due to the Company's error, interest will be calculated at the rate of ten percent (10%) per annum. Both the underpayment and interest shall be paid within ninety (90) days from completion of the audit.

(F) Customer Report. In addition to City's obligations in Section 4 (B), within ninety (90) days of the Effective Date of this Agreement, City shall provide to Company a report in a format acceptable to Company setting forth a listing of all addresses within the corporate limits of the City and annually thereafter a report identifying any changes to the address listing provided the previous year.

SECTION 12 - Retail Wheeling

In the event the appropriate governmental authorities authorize Retail Wheeling, then either party, if Adversely Affected thereby, may reopen this ordinance upon thirty (30) days written notice to the other for the sole purpose of addressing the Franchise Fee payments between The Company and the City. If the parties are unable to agree within ninety (90) days of reopening,

either party may declare an impasse and may file an action in the Circuit Court in Franklin County, Florida for declaratory relief as to the proper Franchise Fee in light of Retail Wheeling.

SECTION 13 - Severability

Should any section or provision of this Franchise ordinance or any portion thereof, the deletion of which would not adversely affect the receipt of any material benefits or, substantially increase the burden of any party hereunder, be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder, as a whole or any part thereof, other than the part declared to be invalid. In the event of any such partial invalidity, City and Company shall meet and negotiate in good faith to obtain a replacement provision that is in compliance with the judicial authority's decision.

SECTION 14 - Governing Law and Venue

(A) This Franchise ordinance shall be construed and interpreted according to the laws of the State of Florida.

(B) In the event that any legal proceeding is brought to enforce the terms of this Franchise, the same shall be brought in Franklin County, Florida, or, if a federal claim, in the U.S. District Court in and for the Northern District of Florida, Tallahassee Division.

SECTION 15 - Merger

This Franchise agreement is the full, complete and entire understanding and agreements of the parties as to its subject matter, and the written terms supersede all prior contemporaneous representations, discussions, negotiations, understanding and agreements relating to the subject matter of this agreement. The parties shall not be bound or liable for any statement, prior negotiations, correspondence, representation, promise, draft agreements, inducements, or other understanding of any kind or nature not set forth or provided herein.

SECTION 16 - Notices

Except in exigent circumstances, all notices by either City or Company to the other shall be made by depositing such notice in the United States Mail, Certified Mail return receipt requested or by recognized commercial delivery, e.g. FedEx, UPS or DHL or facsimile. Any notice served by certified mail return receipt shall be deemed delivered five (5) days after the date of such deposit in the United States mail unless otherwise provided. Any notice given by facsimile is deemed received by next Business Day. "Business Day" for purposes of this section shall mean Monday through Friday, with Saturday, Sunday and City and Company observed holidays excepted. All notices shall be addressed as follows:

To City:

City Clerk
192 Coach Wagoner Boulevard
Apalachicola, Florida 32320
Phone: (850) 653-9319
Facsimile: (850) 653-2205

To Company:

Gov't and Community Relations
Duke Energy
P.O. Box 14042
St. Petersburg, FL 33733-4042
Phone: (727) 820-5474
Facsimile: (727) 820-5715

SECTION 17 - Non-Waiver Provision

The failure of either party to insist in any one or more instances upon the strict performance of any one or more of the terms or provisions of this Franchise shall not be construed as a waiver or relinquishment for the future of any such term or provision, and the same shall continue in full force and effect. No waiver or relinquishment shall be deemed to have been made by either party unless said waiver or relinquishment is in writing and signed by the parties.

SECTION 18 - Repealer and Superseding Provision

This ordinance shall supersede, as to the rights, privileges and obligations between City and Company, all ordinances and parts of ordinances in conflict with the terms of this ordinance. Ordinance No. 88-10 and any amendments thereto, are hereby deemed null and void and/or repealed upon the effective date of this ordinance and none of the provisions of such repealed Ordinance No. 88-10 and any amendments thereto shall have any further force and effect.

SECTION 19 - Dispute Resolution

The parties to this Franchise agree that it is in each of their respective best interests to avoid costly litigation as a means of resolving disputes which may arise hereunder. Accordingly, the parties agree that prior to pursuing their available legal remedies they will meet in an attempt to resolve any differences. If such informal effort is unsuccessful, then the Parties may exercise any of their available legal remedies.

FIRST READING : November 5, 2019.

SECOND READING, ADOPTION, AND PUBLIC HEARING: December 3, 2019.

ATTEST:

Deborah Guillotte, City Clerk

Kevin Begos, Mayor

Approved as to form and legality
for the use and reliance of the
City of Apalachicola, Florida, only.

Kristy Banks, City Attorney

Catherine Stempien, State President
Duke Energy Florida, LLC d/b/a Duke Energy

APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: November 5, 2019

SUBJECT: Sale of City Owned Property and Triumph Housing Grant Initiative Discussion

AGENDA INFORMATION:

Agenda Location: Unfinished Business
Item Number: B
Department: Administration
Contact: Ron Nalley, City Manager
Presenter: Ron Nalley, City Manager

BRIEF SUMMARY: In August of 2018, the former City Commission approved a list of surplus parcels to be marketed and sold as a method of reducing the default debt for the water and sewer fund. A Request for Proposals was developed and distributed through a number of channels seeking qualified and experienced real estate brokerage or auctioneer services. In September 2018, the City received three proposals and in October, the City Commission authorized the City Manager to develop a final professional services contract with Higgenbotham Auctioneers International Limited, Inc. In mid-October Hurricane Michael hit the panhandle and this matter was delayed. In consultation with Higgenbotham Auctioneers it was recommended to postpone the auction of City owned property. While lot prices initially fell in value after the hurricane, there has been recently some rebound. What we have seen since the hurricane however, is a desperate need for affordable housing, both rental and owner occupied, for all segments of our population.

Since March, a group of stakeholders involved in different aspects of the local housing industry have been meeting to discuss the Housing and Infrastructure Initiative submitted to Triumph for funding. The Commission will recall that the Housing Initiative is composed of three basic components: 1) leverage city-owned property and tax incentives for workforce housing; 2) expand infrastructure to support an area targeted for workforce housing; and 3) provide trades-related education and career options through apprenticeships. This proposal proposes to launch an affordable workforce housing pilot project on city-owned property and property elsewhere in the County made available through a partnership with the Franklin County Community Land Trust and other nonprofit workforce housing entities. The project engages the services of industry leaders in workforce and disaster recovery to address the affordable workforce housing crisis in the region. Through the successful community land trust model, this project would connect public, private and nonprofit partners to supply energy efficient and modular cottage homes at an attractive price-point to meet workforce housing needs in the region.

Based on the need, interest and excitement in this project, the housing stakeholders group generally endorsed the above concept and in August 2019 the former City Commission determined that it would be beneficial for the City Commission to rescind their decision of

marketing and selling the list of surplus lots in order to allow time for more specific development and financial planning to take place. If it is determined that the housing initiative is not financially viable at some point in the future, the current Commission can reevaluate the need to sell the surplus parcels.

Initially discussed at their Board Retreat, the former Commission discussed the possibility of selling or leasing the City Hall building at 1 Avenue E. Combining City Hall, the lot next to it and the Old Fire Station offers a valid alternative to paying off the debt default amount in the water and sewer fund rather than using the individual lots. At their August 2019 meeting, the former Commission voted to permanently relocate City Hall to the Van Johnson Complex freeing up the possibility of moving forward with the sale of the City Hall.

RECOMMENDED MOTION AND REQUESTED ACTIONS: None at this time pending further discussion by the City Commission.

FUNDING SOURCE: Not Applicable

ATTACHMENTS: None

STAFF'S COMMENTS AND RECOMMENDATIONS: Staff supports the Triumph Grant housing initiative and the possible sale of the old City Hall, the adjoining lot and the old fire station. The potential sale of the old City Hall may prove to be a valid alternative to paying off the debt default amount in the water and sewer fund rather than using the individual lots that can support the housing initiative. There has been little downside, other than maintenance and repair expense, to relocating and consolidating city offices at the Van Johnson Complex. By moving city services, the downtown location is freed up as a valuable commercial asset that can be sold with protective covenants.

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: November 5, 2019**

SUBJECT: Apalachicola Main Street Discussion

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: A
Department: Administration
Contact: Kevin Begos, Mayor
Presenter: Kevin Begos, Mayor

BRIEF SUMMARY: Mayor Begos requested that the City Commission have an opportunity to discuss this matter at their November meeting.

RECOMMENDED MOTION AND REQUESTED ACTIONS: None at this time pending further discussion by the City Commission.

FUNDING SOURCE: Not Applicable

ATTACHMENTS: None

STAFF'S COMMENTS AND RECOMMENDATIONS: Apalachicola Main Street is a non-profit organization dedicated to enhancing downtown Apalachicola through sound economic development which promotes our future while preserving our past. In essence, Main Street is an economic development partner with the City of Apalachicola. The Main Street downtown district is defined as Ten Foot Hole (the City Marina) to Scipio Creek, and 6th Street to Water Street.

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: November 5, 2019**

SUBJECT: Audit Discussion

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: B
Department: Administration
Contact: Kevin Begos, Mayor
Presenter: Kevin Begos, Mayor

BRIEF SUMMARY: Mayor Begos requested that the City Commission have an opportunity to discuss this matter at their November meeting.

RECOMMENDED MOTION AND REQUESTED ACTIONS: None at this time pending further discussion by the City Commission.

FUNDING SOURCE: Not Applicable

ATTACHMENTS: None

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

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: November 5, 2019**

SUBJECT: City Manager Discussion

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: C
Department: Administration
Contact: Kevin Begos, Mayor
Presenter: Kevin Begos, Mayor

BRIEF SUMMARY: Mayor Begos requested that the City Commission have an opportunity to discuss this matter at their November meeting.

RECOMMENDED MOTION AND REQUESTED ACTIONS: None at this time pending further discussion by the City Commission.

FUNDING SOURCE: Not Applicable

ATTACHMENTS: City Manager Employment Agreement

STAFF'S COMMENTS AND RECOMMENDATIONS: As requested by Mayor Pro-Tem Ash, a copy of the City Manager's Employment Agreement is attached.

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: November 5, 2019**

SUBJECT: Ordinance 2019-09 Amending the Fiscal Year 2018-2019 Annual Budget – First Reading

AGENDA INFORMATION:

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

BRIEF SUMMARY: Florida Statute 166.241(5) requires municipalities complete budget amendments within sixty days following the end of the fiscal year. Financials will be completed by November 5th and will be distributed to the Commission at their meeting. A public hearing and final adoption will be held on November 19th at the scheduled Commission meeting.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To Approve the First Reading of Ordinance 2019-09 and Proceed with the Adoption Process.

FUNDING SOURCE: General and Water/Sewer Funds

ATTACHMENTS: Ordinance 2019-09 Amending the Fiscal Year 2018-2019 Annual Budget.

STAFF'S COMMENTS AND RECOMMENDATIONS: Financials will be completed by November 5th and distributed to the Commission. This is a first reading only.

**CITY OF APALACHICOLA
ORDINANCE NO. 2019-09**

**AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF APALACHICOLA
AMENDING THE FISCAL YEAR 2018-2019 BUDGET**

WHEREAS, the City Commission of the City of Apalachicola adopted Ordinance Number 2018-04 adopting the Fiscal Year 2018-2019 budget; and

WHEREAS, Florida Statutes 166.241 (5) requires municipalities complete budget amendments within sixty days after the ending of the fiscal year.

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

1. City of Apalachicola Fiscal Year 2018-2019 budget is hereby amended by Ordinance No. 2019-09.
2. This Ordinance shall become effective immediately upon final adoption.

ADOPTED in open regular session this _____ day of November, 2019.

Voting Aye:

Voting Nay:

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

Kevin Begos, Mayor

ATTEST:

Deborah Guillotte, City Clerk

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: November 5, 2019**

SUBJECT: Ordinance 2019-10 Designating the Official Seal of the City – First Reading

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: E
Department: Administration
Contact: Ron Nalley, City Manager
Presenter: Ron Nalley, City Manager

BRIEF SUMMARY: Florida Statutes, Section 165.043, provides that a municipality may by Ordinance designate an official municipal seal. During the past election, there was some uncertainty about whether the City had adopted or designated by Ordinance the current city seal. The Commission requested that a draft Ordinance be presented to them for consideration.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To Approve the First Reading of Ordinance 2019-10 and Proceed with the Adoption Process.

FUNDING SOURCE: Not Applicable

ATTACHMENTS: Ordinance 2019-10 Designating the Official Seal of the City.

STAFF'S COMMENTS AND RECOMMENDATIONS: The proposed Ordinance adopts and designates the seal that has been in use for many years by the City Commission. It also makes the unauthorized use of the seal a misdemeanor without the expressed written authority of the City Commission. If the City Commission chooses to grant permission for use of the seal, the Ordinance proposed certain standards that must be met and considered by the Commission prior to approval. Adoption of this Ordinance will help clear up any future confusion about the appropriate use of the City Seal.

**CITY OF APALACHICOLA
ORDINANCE NO. 2019-10**

AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF APALACHICOLA, FLORIDA DESIGNATING THE OFFICIAL SEAL OF THE CITY; PROVIDING FOR PENALTIES FOR UNAUTHORIZED USE; STANDARDS FOR PUBLIC USE; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, in accordance with Florida Statutes, section 165.043, which provides that a municipality may by Ordinance designate an official municipal seal to be affixed on all official actions or documents of the City and to identify and authenticate documents; and,

WHEREAS, the current seal has been in use for many years and the City Commission wishes to designate its seal as an official municipal seal pursuant to section 165.043, which provides for adoption of the municipal seal by Ordinance; and,

WHEREAS, Florida Statute, Section 165.043 further provides that a seal so adopted shall be entitled to the protections afforded by that statute, including that the unauthorized use of the seal constitutes a misdemeanor of the second degree; and,

WHEREAS, the City Commission of the City of Apalachicola finds that the seal of the City is an important representation of the unique characteristics of the City of Apalachicola, and that the seal should be protected as a matter of intellectual property to the fullest extent allowed by law, such that the general public may rely upon the display or representation of the municipal seal as the official logo or brand of the City; and,

WHEREAS, the City Commission of the City of Apalachicola finds that regulating and prohibiting the unauthorized use of the City's designated seal serves an important municipal purpose.

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF APALACHICOLA, FLORIDA:

Section 1. Official Seal: The Official Seal for the City of Apalachicola, Florida shall be composed of two concentric circles. Between such circles the following words shall appear, "City of Apalachicola Florida." Within the inner circle shall appear the picture of a cross and anchor with the year "1831." A copy of the seal of the City of Apalachicola is reproduced below:



Section 2. Adoption: The City Commission of the City of Apalachicola hereby adopts and designates the seal described and depicted in Section 1 as the official municipal seal of the City of Apalachicola.

Section 3. Affixation of Seal: Wherever it shall be necessary for the City under the authority of its City Commission, City Manager, City Charter, Code of Ordinances, or the general laws of the State of Florida, to execute contracts, deeds, or other documents on behalf of the City, the official seal of the City shall be affixed to such contract, deed or other document.

Section 4. Unauthorized Use of City Seal: It shall be unlawful and a violation of this Section for any person, firm, corporation or other legal entity to print for the purpose of sale or distribution or circulate, manufacture, publish, use, display, or offer for sale any letters, papers, documents, or items of merchandise which simulate the official seal of the City or the stationery or a real or fictitious agency, department or instrumentality of the City of Apalachicola without the expressed written authority of the City Commission for the City of Apalachicola. The unauthorized use shall be punishable as provided in Florida Statutes 775.082 and 775.083. This Section does not apply to municipal officials or employees in the performance of their official duties.

Section 5. Standards for Public Use: The City Commission is delegated the authority to grant permission to others to use the City Seal. The following standards are hereby adopted for the granting of consent for the public use of the City Seal. Public requests to use the City Seal shall consider:

- a) The specific item to be manufactured;
- b) The manner in which the City Seal is to be displayed on the item to be manufactured;
- c) The nature of the proposed use, including manner, purpose and place of use;
- d) Whether the public would tend to be misled by the appearance of the Seal on the product to believe that the product carries official City sanction or approval;
- e) Whether the use of the Seal would tend to mislead the public into believing that a person, meeting, project or event carries official City sanction or approval;
- f) Whether the dignity of the Seal will be preserved if approval is granted.
- g) In no event shall approval be given for the use of the Seal for the following:
 1. Political or campaign purposes;
 2. Stationery other than official government stationery;
 3. Decorative automobile license tags;
 4. Business cards other than official government business cards;
 5. Designation of landmarks not designated as a historical site under a local ordinance;
 6. T-shirts, jackets or other clothing which might lead the public to believe that the person wearing such apparel is an official of the City;
 7. Publications other than official government publications or publications serving a governmental purpose; or
 8. Advertising and news releases

Section 6. Severability: Should the provisions of this Ordinance be declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance but they shall remain in effect, it

being the legislative intent that this Ordinance shall remain notwithstanding the invalidity of any part.

Section 7. Effective Date: This Ordinance shall be effective upon final adoption.

ADOPTED in open regular session this _____ day of December, 2019.

Voting Aye:

Voting Nay:

FOR THE CITY OF COMMISSION OF THE
CITY OF APALACHICOLA

Kevin Begos, Mayor

ATTEST:

Deborah Guillotte, City Clerk

Approved as to Form:

Kristy Banks, City Attorney

APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: November 5, 2019

SUBJECT: Approval of Loan Commitment from Centennial Bank for Interim Financing for the Drinking Water Improvements Project

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: F
Department: Administration
Contact: Ron Nalley, City Manager
Presenter: Ron Nalley, City Manager

BRIEF SUMMARY: The City of Apalachicola signed a Letter of Conditions on April 16, 2019 from the United States Department of Agriculture, Rural Development, which outlines the conditions under which USDA will provide financing in the form of a loan (\$474,000) and grant (\$1,230,730) for improvements to the City's Water System. Such financing will require a bond to be given to Rural Development. USDA Rural Development requires the City to obtain interim financing during the construction period of the project. The attached Loan Commitment letter will approve the details of this interim financing and authorizes the loan from Centennial Bank in the amount of \$474,000.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To Approve the Loan Commitment Letter from Centennial Bank for Interim Financing for the USDA Rural Development Project and Authorize the Mayor to Execute any Necessary Documents.

FUNDING SOURCE: Loan from Centennial Bank in the amount of \$474,000.

ATTACHMENTS: Loan Commitment Letter Dated November 1, 2019 from Centennial Bank and Resolution 2019-06 Loan Approval

STAFF'S COMMENTS AND RECOMMENDATIONS: Resolution 2019-06 was adopted on April 16, 2019 providing a general authorization of a loan for this purpose. The Loan Commitment Letter authorizes the specific loan details. The cost of the loan is calculated into the USDA funding package. The approval of this commitment will allow staff to continue moving forward with the drinking water improvements project. Updated technical specifications and bidding documents were recently approved by USDA's State Engineer and the bidding process is expected to begin in November.



November 1, 2019

City of Apalachicola
192 Coach Wagoner Blvd.
Apalachicola, Florida 32320

Re: Commitment Letter

To whom it may concern:

Centennial Bank is pleased to offer The City of Apalachicola, Florida ("Borrower") the following Loan Commitment. The closing and funding of this loan is subject to acceptance of the Loan Commitment, the return of a properly executed copy of this Loan Commitment to Centennial Bank, and a closing of the transaction in a manner deemed satisfactory in the sole discretion of Centennial Bank. This Loan Commitment is subject to the conditions set forth herein and a closing of the transaction in a manner satisfactory to the Bank.

Borrower: City of Apalachicola

Amount/Purpose:

Centennial Bank will extend a loan of up to \$474,000 (Four Hundred Seventy-Four Thousand Dollars) for the purpose of expanding the Treatment Plant.

Interest Rate/Repayment Terms:

Interest will be fixed at 3.8% (*this is atax-free rate*). Interest will be computed on the actual number of days elapsed divided by a 360-day year. Borrower will make monthly interest payments with unpaid principal plus accrued interest due at maturity based on a twelve (12) month term.

Collateral:

The loan is an unsecured credit to the borrower. A "Take out Commitment" is to be provided by the USDA prior to closing.

Fee:

Borrower will pay Centennial Bank, at closing, a \$4,740 (*Four Thousand Seven Hundred Forty Dollar*) origination fee.

Guarantor:

There are no personal guarantees for this Loan.

Prepayment:

Borrower will have the option of paying the outstanding and unpaid principal balance of this Loan in whole or in part, at any time, without penalty,

Financial Information:

During the term of the loan, the Borrower will furnish the following to Centennial Bank:

- Within nine (9) months from the end of each fiscal year, current year-end audited financial statements.

Adverse Change/Condition of Default:

Any material, adverse change in the financial condition of the Borrower may, in Centennial Bank's sole discretion, render this Loan Commitment null and void.

Approval of Loan Documents:

All loan documents and other requirements for the consummation of the loan will be acceptable to Centennial Bank in form and substance. The loan documents will include material obligations and requirements of the Borrower in addition to, but not inconsistent with, the terms of this Loan Commitment.

Other Requirements:

Borrower will pay all of Centennial Bank's ordinary and customary expenses associated with closing this loan. These may include, but are not limited to;

1. The cost of Centennial Bank's legal counsel, recording and transfer fees, taxes due, title charges, survey and appraisal costs, environmental audit (if required), UCC search fees, and any other third-party costs the Bank may incur in preparing or documenting the loan.
2. Bank must be furnished with loan documents the Bank declares and deems necessary for its protection. These loan documents may include, but will not be limited to, standard corporate documents, a promissory note, a deed to secure debt, or any other documents the Bank requires to document the loan.
3. This Loan Commitment is solely for the benefit of the Borrower and may not be assigned, transferred, exercised, or relied on by anyone, or any party, other than Borrower.
4. No conditions or terms of this Loan Commitment may be waived or modified except in writing, signed by both the Borrower and Centennial Bank.
5. e) Bank may terminate this Loan Commitment any time prior to the closing of the loan by notice in writing to Borrower if:
 - Borrower fails or refuses to comply in a timely manner with any of the terms, provisions, or conditions of this Loan Commitment.
 - Any of the information, data, representations, exhibits, or other materials submitted to Centennial Bank by Borrower contains any inaccuracies or misrepresentations.
 - Borrower is in default for any obligation to Centennial Bank or any third party.
 - The giving of such notice by Centennial Bank will terminate any obligation or liability Centennial Bank has to Borrower under the terms of this Loan Commitment and shall be an event of default making all notes from Borrower to Centennial Bank due and payable
6. This Loan Commitment shall be interpreted, construed, enforced, and governed by the laws of the State of Florida.

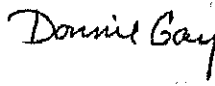
Acceptance:

This offer of Loan Commitment must be accepted, signed, and agreed to by Borrower, as indicated below, on or before November 16, 2019 after which time this offer of commitment will expire and no longer be valid. This Loan Commitment and the satisfactory closing of the Loan is valid for a period of sixty (60) days from the date of execution and acceptance, unless sooner exercised or terminated under the terms of this commitment after which time Centennial Bank will no longer have any obligation, commitment, or liability to Borrower under the terms of this Loan Commitment.

Centennial Bank is pleased to have the opportunity to present this Loan Commitment to you. If the terms of this Loan Commitment are acceptable, please acknowledge your acceptance of the terms by signing below and return one (1) original to the bank. Centennial Bank looks forward to working with you on this transaction and any future requests. Thank you for allowing us an opportunity to meet your banking needs and we look forward to a mutually beneficial relationship.

Please call me if you would like to discuss any part of this loan commitment.

Sincerely,

 Digitally signed by Donnie
Gay
Date: 2019.11.01 13:01:40
-04'00'

Donnie Gay
Market President, SVP
Centennial Bank

City of Apalachicola

Agreed: _____

Date: _____

Resolution 2019-06
 Position 5
 City of Apalachicola
 LOAN RESOLUTION
 (Public Bodies)

APPROVED
 OMB. No. 0572-0121

A RESOLUTION OF THE City Commission
 OF THE Apalachicola, City of
 AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A
 PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS

FACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE,

WHEREAS, It is necessary for the Apalachicola, City of

(Public Body)

(herein after called Association) to raise a portion of the cost of such undertaking by issuance of its bonds in the principal amount of
Four Hundred Seventy-Four Thousand & 00/100

pursuant to the provisions of the State of Florida;

WHEREAS, the Association intends to obtain assistance from the United States Department of Agriculture, (herein called the Government) acting under the provisions of the Consolidated Farm and Rural Development Act (7 U.S.C. 1921 et seq.) in the planning, financing, and supervision of such undertaking and the purchasing of bonds lawfully issued, in the event that no other acceptable purchaser for such bonds is found by the Association;

NOW THEREFORE, in consideration of the premises the Association hereby resolves:

1. To have prepared on its behalf and to adopt an ordinance or resolution for the issuance of its bonds containing such items and in such forms as are required by State statutes and as are agreeable and acceptable to the Government.
2. To refinance the unpaid balance, in whole or in part, of its bonds upon the request of the Government if at any time it shall appear to the Government that the Association is able to refinance its bonds by obtaining a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time as required by section 333(o) of said Consolidated Farm and Rural Development Act (7 U.S.C. 1983(o)).
3. To provide for, execute, and comply with Form RD 400-4, "Assurance Agreement," and Form RD 400-1, "Equal Opportunity Agreement," including an "Equal Opportunity Clause," which clause is to be incorporated in, or attached as a rider to, each construction contract and subcontract involving in excess of \$10,000.
4. To indemnify the Government for any payments made or losses suffered by the Government on behalf of the Association. Such indemnification shall be payable from the same source of funds pledged to pay the bonds or any other legal ly permissible source.
5. That upon default in the payments of any principal and accrued interest on the bonds or in the performance of any covenant or agreement contained herein or in the instruments incident to making or insuring the loan, the Government at its option may (a) declare the entire principal amount then outstanding and accrued interest immediately due and payable, (b) for the account of the Association (payable from the source of funds pledged to pay the bonds or any other legally permissible source), incur and pay reasonable expenses for repair, maintenance, and operation of the facility and such other reasonable expenses as may be necessary to cure the cause of default, and/or (c) take possession of the facility, repair, maintain, and operate or rent it. Default under the provisions of this resolution or any instrument incident to the making or insuring of the loan may be construed by the Government to constitute default under any other instrument held by the Government and executed or assumed by the Association, and default under any such instrument may be construed by the Government to constitute default hereunder.
6. Not to sell, transfer, lease, or otherwise encumber the facility or any portion thereof, or interest therein, or permit others to do so, without the prior written consent of the Government.
7. Not to defease the bonds, or to borrow money, enter into any contractor agreement, or otherwise incur any liabilities for any purpose in connection with the facility (exclusive of normal maintenance) without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the bonds.
8. To place the proceeds of the bonds on deposit in an account and in a manner approved by the Government. Funds may be deposited in institutions insured by the State or Federal Government or invested in readily marketable securities backed by the full faith and credit of the United States. Any income from these accounts will be considered as revenues of the system.
9. To comply with all applicable State and Federal laws and regulations and to continually operate and maintain the facility in good condition.
10. To provide for the receipt of adequate revenues to meet the requirements of debt service, operation and maintenance, and the establishment of adequate reserves. Revenue accumulated over and above that needed to pay operating and maintenance, debt service and reserves may only be retained or used to make prepayments on the loan. Revenue cannot be used to pay any expenses which are not directly incurred for the facility financed by USDA. No free services or use of the facility will be permitted.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0572-0121. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

- 11. To acquire and maintain such insurance and fidelity bond coverage as may be required by the Government.
- 12. To establish and maintain such books and records relating to the operation of the facility and its financial affairs and to provide for required audit thereof as required by the Government, to provide the Government a copy of each such audit without its request, and to forward to the Government such additional information and reports as it may from time to time require.
- 13. To provide the Government at all reasonable times access to all books and records relating to the facility and access to the property of the system so that the Government may ascertain that the Association is complying with the provisions hereof and of the instruments incident to the making or insuring of the loan.
- 14. That if the Government requires that a reserve account be established, disbursements from that account may be used when necessary for payments due on the bond if sufficient funds are not otherwise available and prior approval of the Government is obtained. Also, with the prior written approval of the Government, funds may be withdrawn and used for such things as emergency maintenance, extensions to facilities and replacement of short lived assets.
- 15. To provide adequate service to all persons within the service area who can feasibly and legally be served and to obtain USDA's concurrence prior to refusing now or adequate services to such persons. Upon failure to provide services which are feasible and legal, such person shall have a direct right of action against the Association or public body.
- 16. To comply with the measures identified in the Government's environmental impact analysis for this facility for the purpose of avoiding or reducing the adverse environmental impacts of the facility's construction or operation.
- 17. To accept a grant in an amount not to exceed \$ 1,230,737.00

under the terms offered by the Government; that the City Mayor

and City Manager of the Association are hereby authorized and empowered to take all action necessary or appropriate in the execution of all written instruments as may be required in regard to or as evidence of such grant; and to operate the facility under the terms offered in said grant agreement(s).

The provisions hereof and the provisions of all instruments incident to the making or the insuring of the loan, unless otherwise specifically provided by the terms of such instrument, shall be binding upon the Association as long as the bonds are held or insured by the Government or assignee. The provisions of sections 6 through 17 hereof may be provided for in more specific detail in the bond resolution or ordinance; to the extent that the provisions contained in such bond resolution or ordinance should be found to be inconsistent with the provisions hereof, these provisions shall be construed as controlling between the Association and the Government or assignee.

The vote was: Yes ✓ Nays _____ Absent _____

IN WITNESS WHEREOF, the City Commission _____ of the Apalachicola, City of _____ has duly adopted this resolution and caused it

to be executed by the officers below in duplicate on this April _____, 16th day of 2019

Apalachicola, City of
 By [Signature]
 Title Mayor

(SEAL)
 Attest:
[Signature]
 Deborah Gullotte
 Title City Clerk

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: November 5, 2019**

SUBJECT: Board Priorities Discussion

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: G
Department: Administration
Contact: Kevin Begos, Mayor
Presenter: Kevin Begos, Mayor

BRIEF SUMMARY: Mayor Begos requested that the City Commission have an opportunity to discuss this matter at their November meeting.

RECOMMENDED MOTION AND REQUESTED ACTIONS: None at this time pending further discussion by the City Commission.

FUNDING SOURCE: Not Applicable

ATTACHMENTS: 2919-2020 Department Goals and Objectives

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

**CITY OF APALACHICOLA
POLICY DOCUMENT**

2019-2020 DEPARTMENTAL GOALS AND OBJECTIVES

The City of Apalachicola Commission held their annual board retreat on March 23, 2019. The retreat provides the Commission an opportunity to express immediate, intermediate and long range goals and objectives to the City administration and the citizens of the City of Apalachicola. In conjunction with department heads, the Commission established goals and objectives on a departmental level. The following document states in general terms the direction that the Commission has established for the next year.

Governing Body

1. Begin review and update process for the Comprehensive Plan including data, analysis, goals, objectives and policies.
2. Complete a five year Capital Improvement Plan.
3. Adopt a Cash Management, Investment and Fund Balance financial policy.
4. Adopt a Pay and Classification Plan.
5. Issue a Request for Proposals for the potential operation and maintenance of the public marinas.
6. Increase communication efforts and responsiveness through the website, through the use of social media and adoption of a proactive communications policy. Explore the potential to contract Public Information Officer duties.
7. Review and update the Fee Schedule to reflect the true cost for providing public services and explore the implementation of other necessary fees.

Administration

1. Purchase cemetery software to automate all of the City Cemetery processes.
2. Explore the purchase of a municipal accounting software package that links utility billing, finance, payroll and other city services.
3. Complete three financial and personnel policy updates.
4. Explore ways to improve employee safety at City Hall.

Police

1. Adopt a Vehicle Replacement Policy and begin purchasing vehicles in accordance with the new Policy and Capital Improvement Plan.

2. Purchase drug detection equipment and body camera software.
3. Provide a minimum of two additional opportunities for officer training in drug awareness and community outreach.
4. Develop a Firing Range Policy and operate the facility in a manner that expands and enhances its value to law enforcement and the citizens of our community.

Fire

1. Adopt a Vehicle and Equipment Replacement Policy and begin purchasing vehicles in accordance with the new Policy and Capital Improvement Plan.
2. Adopt a Facilities Improvement Plan and begin completing projects in accordance with the new Plan and Capital Improvement Plan.
3. Install a generator transfer switch.
4. Work with Apalachicola Volunteer Fire Department to develop methods to improve the City's Probationary 10 ISO rating.
5. Promote one firefighter opportunity event within the community in an attempt to recruit additional volunteer firefighters.

Library

1. Develop a replacement technology plan and update the network map.
2. Investigate feasibility of replacing Integrated Library Software System with KOHA for countywide compatibility.
3. Explore internship position with Florida State University library science program.
4. Pursue partnership agreements with Franklin County Library System and with Wilderness Coast Library Cooperative.
5. Develop a final proposal for Phase II of the library expansion.
6. Determine to what extent the library can provide additional support services to City as part of day-to-day operations and management.

Planning and Zoning

1. Update the City website to include more comprehensive public information resources.

2. Initiate regulatory research and revision to accommodate affordable workforce housing initiatives through the Land Development Regulation process.
3. Complete online permitting and electronic permit renewals system upgrades.
4. Provide a minimum of two additional opportunities for continuing education and training.
5. Hold one public planning and zoning education and training course.
6. Update Business License application process and explore possibility of offering electronic application filing.
7. Evaluate the City's floodplain management activities in relation to preparing a future application to the National Flood Insurance Program (NFIP) Community Rating System (CRS).

Environment and Recreation

1. Explore options for providing public restroom facilities at Battery Park.
2. Complete a Recreation Facility Master Plan and Inventory.

Streets

1. Complete one storm drain improvement project in accordance with the Storm Water Master Plan and Capital Improvement Plan.
2. Adopt a Vehicle and Equipment Replacement Policy and begin purchasing vehicles and equipment in accordance with the new Policy and Capital Improvement Plan.
3. Provide a minimum of one additional training opportunity for Street Department employees.
4. Clean and cut back ten alleys as part of a larger project to provide easier access for public service departments to City infrastructure.

Water and Sewer

1. Reduce high levels of total trihalomethanes (TTHM) in City water.
2. Adopt a Vehicle and Equipment Replacement Policy and begin purchasing vehicles and equipment in accordance with the new Policy and Capital Improvement Plan.
3. Provide a minimum of two additional training opportunities for Water and Sewer Department employees. Concentrate training opportunities in areas where employees can complete appropriate certifications requirements.

4. Adopt a Facilities Improvement Plan and begin completing projects in accordance with the new Plan and Capital Improvement Plan.

Sanitation and Recycling

1. Enhance website to provide additional public information on sanitation and recycling services.
2. Produce an educational sanitation and recycling pamphlet for distribution.
3. Explore options for providing additional sanitation services through a “fee for service” program.
4. Strengthen the citation process through coordinated efforts with the waste hauler.

Community Redevelopment Agency

1. Update the Community Redevelopment Agency (CRA) Plan.
2. Submit one grant application to fund further implementation of the CRA plan.
3. Develop and advance the 2020 Legislative Agenda.
4. Complete one small project as identified by the CRA Board.
5. Complete one training course at the Community Redevelopment Academy.