

SPECIAL MEETING  
APALACHICOLA CITY COMMISSION  
TUESDAY, MAY 31, 2022 – 5:00PM  
BATTERY PARK COMMUNITY CENTER  
1 BAY AVE., APALACHICOLA, FLORIDA 32320

**Agenda**

You are welcome to comment on any matter under consideration by the Apalachicola City Commission when recognized to do so by the Mayor. Once recognized please rise to the podium, state your name for the record and adhere to the three minute time limit for public comment. Comments may also be sent by email to the City Manager or to Commissioners.

- I. Call to Order**
- II. Public Comment**
- III. Banyan Software Approval**
- IV. Small Categories Grant Application w/Match – Old City Hall – Resolution 2022-03**
- V. NPS Grant – History, Culture, and Art Building Recommendations Approval**
- VI. 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: May 31, 2022**

**SUBJECT:** Banyan Software Approval

**AGENDA INFORMATION:**

**Department:** Administrative  
**Contact:** Travis Wade/Mark Gerspacher  
**Presenter:** Mark Gerspacher

**BRIEF SUMMARY:** Banyan financial software was budgeted in the 2020-2021 budget, but was not budgeted again in the 2021-2022 budget. This software includes modules for finance/accounting, payroll, water billing, code enforcement, business licenses, and cemeteries. Currently the City's water billing software and business license software are antiquated and in need of support, but both were written locally and no support is available. Additionally, the City does not currently have software for code enforcement or cemeteries. The Finance Director has approved of the software after reviewing it.

**RECOMMENDED MOTION AND REQUESTED ACTIONS:** Recommend Approval

**FUNDING SOURCE:** The funding source for the Banyan Software is going to be the unused salary and benefits of the vacant Finance Director position, which was open for 4 ½ months, before the City re-hired that position.

**ATTACHMENTS:** Quotes

**STAFF'S COMMENTS AND RECOMMENDATIONS:**



**PROPOSAL**

Date: 05/04/22  
Expires: 08/04/22

For: CITY OF APALACHICOLA  
MARK  
192 COACH WAGONER BLVD  
APALACHICOLA FL 32320



Phone: 850-653-9319  
Fax:  
Email: mgerspacher@CITYOFAPALACICO

Banyon Contact	Title	Email/Phone	Comment	Invoice #
Deb Shand	Support	sales@banyon.com		

Description	Amount
Fund Accounting Software	\$3,995.00
Deposit Slip Printing	\$395.00
Utility Billing Software	\$3,995.00
Meter Device Interface: Master Meter	\$2,295.00
Direct Payments ACH	\$995.00
WebPay Online Payments/eBills	\$1,295.00
Property Management W/ Violations	\$1,595.00
Permits/License Software	\$3,495.00
Cemetery Management Software	\$995.00
Fund Accounting Annual Support	\$840.00
Property Management Annual Support	\$1,265.00
Utility Billing Annual Support	\$840.00
Training*3 days (online)	\$1,500.00
Utility Billing Conversion: CUSI	\$1,000.00

Sub-total \$24,500.00  
Tax \$0.00  
Total \$24,500.00

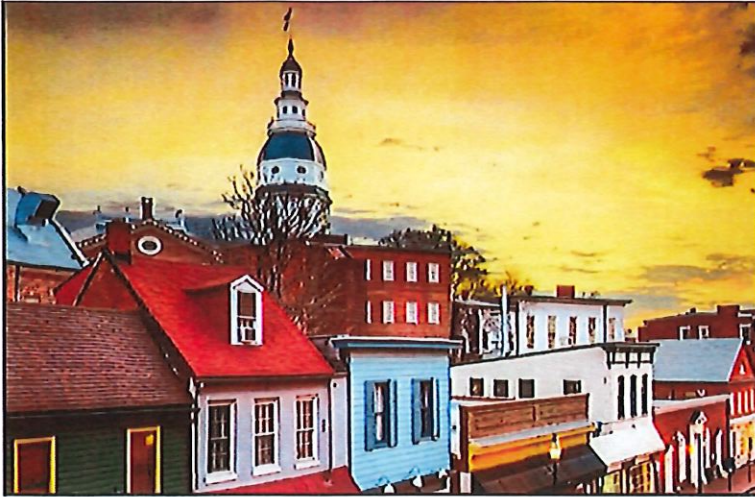
\*If having on-site training, please include travel expenses if your site is over 400 miles round trip from home office training center.

Banyon Data Systems, Inc. hereby proposes to provide the above stated product and service in accordance with the above specifications. All Product and service are guaranteed as specified. No returns will be accepted after 90 days from signed proposal date. If software is returned before 90 days then a restocking fee of 20% will be charged on software only. Training will not be refunded if already completed and annual support will be only be prorated if fully paid and within 90 days from date on the proposal.

I accept this proposal from Banyon Data Systems: \_\_\_\_\_

Acceptance Date: \_\_\_\_\_ Title/Position: \_\_\_\_\_

Banyon Authorized Signature: Deb Shand



350 W. Burnsville Parkway  
#125  
Burnsville, MN 55337

800.229.1130  
Fax: 952.882.7734  
sales@banyon.com  
Banyon.com

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## Fund Accounting

- Interfaces with all Banyon modules
- State Chart of Accounts or customize
- Work in multiple months/years
- Transaction history is unlimited
- Budget tools for preparation & reporting
- Monthly or yearly budgeting
- Recur setup for payments, receipts, & JE
- Allocate invoices by percent to accounts
- Electronic Check Signature
- Check batch printing or on demand
- Print vouchers or claims
- Void checks & auto reverse entries
- Flags payments going over budget
- Flags previously paid invoices
- Bank reconciliation and statement import
- Vendor & account code history inquiry
- Project Tracking
- Positive Pay (electronic file for bank)
- Print 1099 and 1096 forms
- Grant Tracking
- Investment Tracking
- Over 100 financial reports or create new
- Month/Year end & auditing reports
- Reports export to Word, Excel, or PDF

**Right click on account code to view history**

Vendor/Customer	Posted	Amount	Comments	Invoice	Check	Check/Receipt	Tran Name	Cash/AR	Tr
AT & T BOC (4)	JANUARY 2002	\$400.00	Phone				Cash Payment	12/00	E
GENERAL OFFICE PROCOACTS	JANUARY 2002	\$90.00	Supplies	555			Cash Payment	12/00	E
GENERAL OFFICE PROCOACTS	JANUARY 2002	\$59.00	Supplies	555			Cash Payment	12/00	E
AT & T BOC (4)	JANUARY 2002	\$400.00	Phone				Cash Payment	12/00	E
EYE WITNESS	JANUARY 2002	\$29.50	Eye Witness Video				PO Payment	12/00	E
EYE WITNESS	JANUARY 2002	\$29.50	Eye Witness Video				PO Payment	12/00	E
EYE WITNESS	JANUARY 2002	\$29.50	Eye Witness Video				Purchase Order		E

## Time Saving Modules

- ACH Vendor Pay
- Asset Management
- Accounts Receivable (Invoicing)
- Manage Payables (Accrual Accounting)
- GASB Reporting Statements
- Purchase Orders
- Deposit Slip Printing

## Full Integration

- Banyon Payroll, Utility Billing, Cash Receipting, Permits, Licenses, Violations, Property Tax, & Cemetery Management.
- Electronic Payments

# Banyon Utility Billing



Utility Billing Account Screen CITY OF MINOCQUO bds

Account: 01 0002143 03 14 BALANCE: 117.19

Service Address: 1008 LAKE ST NE Credit: 93.00

Customer Name: SCHWIGEL BARBARA Status Active Type: [ ]

Read Cycle: 6 320 Budget Each Period: 93.00

UNIT: 5

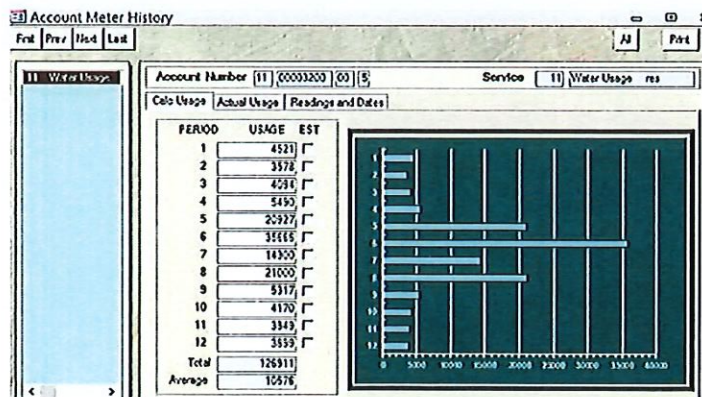
City: NEW HOPE State: MN Zip: 55227

Print Label Print Envelope View Map

## Utility Billing Highlights

- Look up customer 7 different ways
- Unlimited services and rates
- Flexible payment/receipt priority
- Easily reprint customer bill & history
- Owner, penalty, & disconnect notices
- Print work orders & final read orders.
- Easily un-post receipt or penalty
- Flag for high, low, & no usage/readings
- Certify unpaid balances to taxes
- Schedule services to bill by period(s)
- Estimate based on last usage or last year
- Use avg, low, high usages from period(s)
- Print postcard bills or full statement
- Interface to AMR import and export
- Direct Payment, Email bill, Online Pay
- Easy & fast final bill process
- Tier Report module to do rate studies
- Year/month/quarter end reports
- Receipts sent by batch to accounting

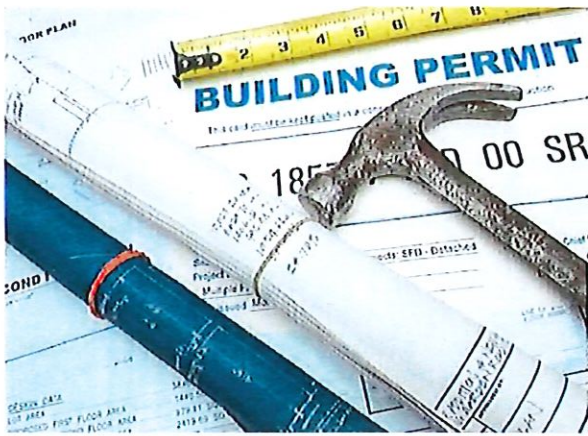
Bill	Owner	Property	Name	Age	Mos	Service	Meter	Surcharge	TEN	Tax	Rate	Unit
NOT Used	0											
USED	1	Water	07/01					1208.00	90.00	359.11		
NOT Used	2	Water	07/02									
NOT Used	3	Water	07/03									
NOT Used	4	Water	07/04									
NOT Used	5	Water	07/05									
NOT Used	10	Water	07/Combo									
NOT Used	11	SLUB	METER									
NOT Used	20	Summer	Water									
NOT Used	22	Water	AD									
NOT Used	25	Springer	HO									
NOT Used	26	OTHER	CHRG									
USED	30	MINI	TEST FEE					11.00	90.00	30 MIN TEST FEE		
NOT Used	30	FOE	CUST SERV									
NOT Used	31	CUS	SER TAPS									
NOT Used	32	SER	PRINT COST									



(800) 229-1130

banyon.com

Banyon Data Systems, Inc.



350 W. Burnsville Parkway  
Burnsville, MN 55337

800.229.1130  
Fax: 952.882.7734  
sales@banyon.com  
www.banyon.com

## Permits and Inspections

Property 8217 38th Ave N

Search\* [ ] Status Open Charges \$40,779.75

House/Street 8217 38th Ave N Notes

Apt/Desc

Print Label

Envelope Your City [ ] MN 55337

Owner Jefferson, Morgan

PIN 88-9944-344 2232

Click to Locate Picture of Property

Legal	Zoning	Building	Owner	Assessment	Permit	License	Violation	Utility Billing	Fee	Attachment	Misc.
Permit											
					No. 91374 Plumbing Permit	Pending	Issued		Balance	Permit No.	91374
					No. B-15005 Basement Finish	Pending			\$0.00	Apply Date	
					No. B-15004 Basement Finish	Issued	04/14/15		\$2,200.00	Issue Date	
					No. B-15003 Basement Finish	Pending			\$250.00	Start Date	
					No. B-15002 Basement Finish	Issued	04/14/15		\$875.00	Last Inspected	
					No. 91370 Building Permit	Issued	03/18/15		\$850.00	Project Begin	
					No. B-15001 Basement Finish	Pending			\$2,400.00	Project Complete	
					No. B-14002 Basement Finish	Issued	05/15/14		\$250.00	Expire Date	06/11/15
					No. 91369 Building Permit	Pending			\$750.00	More Info	New Permit
					No. B-14001 Basement Finish	Pending			\$850.00		

Delete Property Create Assessment Certificate Report Assessment Info Print Options

## Business Licenses

License# 15001

Search\* [ ] Status Pending Taken By Bds

Applicant Olson, Ora

License Olson, Ora

Address 8217 38th Ave N

License Type Licor On Sale

Business Type

License Subtype

Total Fees \$1500.00

Fee \$1500.00

Balance \$1500.00

Expire Date 06/15/15

Fee	Amount	Family	Total Fee	Due Date	Item Fee	Balance Fee	Abstract
On Sale User	\$1500.00	\$0.00	\$0.00				

Transaction Date # No. Amount Check # Remark

## Violations

Violation No. 60026

Search [ ] Status [ ] 1st Notice 03/15/15 Inspector [ ]

Type of Violation Junk in Yard Log Date

Site Address 8217 38th Ave N Case No.

Expedite Jefferson, Morgan Notice No. First Times Sort

Send Notice To [ ]

Notice Post Pay [ ]

Primary Property Owner [ ]

Current Resident [ ]

Primary Property Owner [ ]

Color [ ]

Deadline (Apply Interest Thereafter) 3/25/2015

Proposed Fine for Non-Compliant 125.00

Date	Fine Amount	Total Fine	Total Paid	Remaining	Daily Interest	Balance Due
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Notice Log [ ] Inspection [ ] Internal Home [ ]

Date 03/15/15 Purpose 1st

Date 03/15/15 Current Resident 1st

Remarks

Interfaces with Banyon Point of Sale and Fund Accounting

## **Pet Licenses**

- Interfaces with Banyon Cash Receipting & Fund Accounting
- Assign financial code to each license type
- Store picture of pet
- Generate and print custom renewal notices
- Attach various fees per pet license type
- Track pet name, type, breed, color, weight, gender, born, death date, cause of death
- Assign tag number, issue date, and expire date
- Track rabies date, shot number, expire date
- See owners other pets list
- Enter veterinarian information
- Enter Impound contact information and details
- Print customized release order
- Track past tag numbers
- Emergency contact details
- GPS tracking number
- Owner home and work phone, email, cell phone
- Standard and user defined reports
- Export reports to Word, Excel, or PDF

## **Violations**

---

- Interfaces with Banyon Cash Receipting & Fund Accounting
- Assign financial code to violation type
- Easily issue and track any type of violation
- Customize letters and notices
- Automatically charge if not complied by due date
- Schedule inspection to verify compliance
- Attach picture and enter memo to include on letter
- Complete history tracking by property, owner, and contractor
- Attach violation to multiple properties at one time
- Track status of violations and run various reports by status
- Assign court or case number to the violation
- Track who the inspector was or code officer
- Export report to Word, Excel, or PDF

## **Permits & Licenses**

- Interfaces with Banyon Cash Receipting & Fund Accounting
- Easily issue and track any type of permit or license
- Itemize fee schedule by permit type: (great for electrical, plumbing, or mechanical permits)
- Flat fees and fees based on estimated cost
- Assign financial code to each fee
- Track property information: legal description, zoning, septic, building value, land value, year built, bedrooms, bathrooms, etc.
- Lookup by ID, address, name, owner, contractor
- Track status by issued, applied, expired, or customize
- Complete history by property, owner, and contractor
- Customize and print permit and license forms
- Customize certificate of occupancy
- Create and send renewal notices
- Contractor database to track licenses and insurance
- Each permit can track the contractor, engineer, and architect
- Attach floor plans, documents, or pictures
- Customize check boxes by permit type for items that need to be completed before issuing
- Use built in calendar to schedule inspections
- Track results of inspections and assign status of pass, failed, re-schedule, etc.
- Run daily inspection schedule report by inspector
- Create and send out inspection notices
- Report writer with standard and user defined reports
- Reports by permit and license type and date ranges
- Export reports to Word, Excel, or PDF

## **Contact Us**

---

**800.229.1130**

**sales@banyon.com**

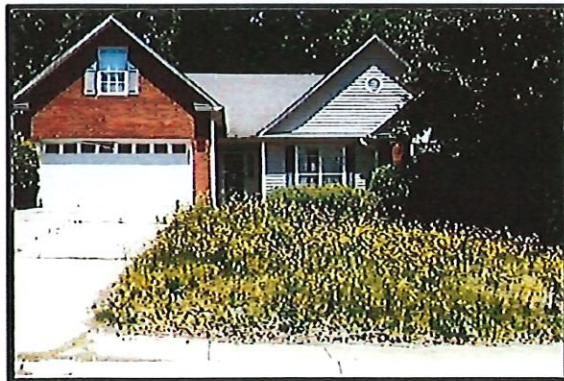
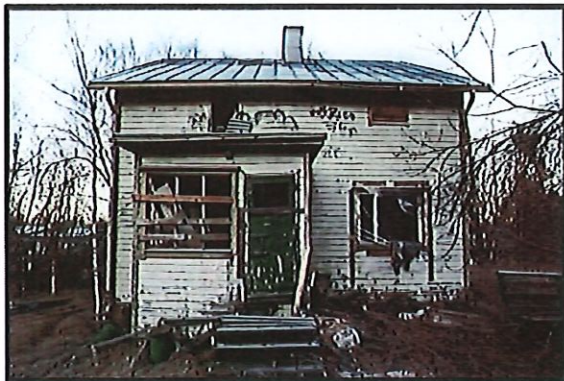
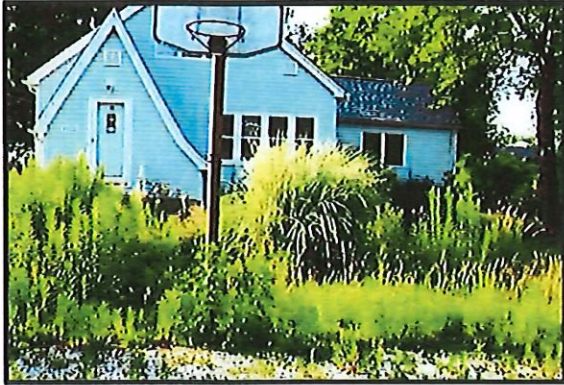
**Chris Olson**  
**Sales Manager**





## Code Enforcement Tracking Software

Need help tracking properties?



Banyon Data code enforcement software will help!



800.229.1130  
 Fax: 952.882.7734  
 sales@banyon.com  
 www.banyon.com

**Schedule Your Free Demo!**

## Violations & Code Enforcement Software

- Easily issue and track any code enforcement violation
- Look up violations by number, name, or address
- Track status, log date, case number, inspector, cited address, caller, and more
- Create custom letters for 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, & 4<sup>th</sup> notices
- Automatically add fines, penalty, & interest
- Interfaces with Banyon Cash Receipting & Fund Accounting Software
- Assign financial revenue code to violations
- Violation memo & internal memo fields
- General attachment area for multiple items needing to be attached to the violation
- Complete history by property, owner, and contractor for current and past violations
- Attach violations to multiple properties at one time
- Full report writer included
- Keep track of delinquent properties
- Export reports to Word, Excel, or PDF

Violation No. 60026

Search	Junk in Yard	Status	1st Notice	Inspector	B26
Type of Violation	Junk in Yard	Log Date	03/18/15	Taken By	B26
Cited Address	8217 30th Ave II	Case No.		Notice No.	First
Proprietor	Jefferson, Morgan			Times Sent	1
Caller					

Send Notice To:  Proprietor  To Be Fined  Forfeited/Do Not Fine

Current Resident  Primary Property Owner

Division: (Apply Interest Thereafter) 3/25/2015

Proposed Fine for Non-Compliant	\$25.00
Total Fine	\$25.00
Total Paid	\$0.00
Remaining	\$25.00
Daily Interest	\$3.00
Balance Due	\$28.00

Notice Log | Inspection | Internal Memo

Date	Notice Recipient	Notice	Remarks
03/18/15	Proprietor	1st	
03/18/15	Current Resident	1st	

Banyon Data Systems, Inc  
 350 W. Burnsville Parkway  
 Burnsville, MN 56337

6/20/2016

Morgan Jefferson  
 8217 30th Ave II  
 Your City, MN 55337

**NOTICE OF CITATION**

Violation: Junk in Yard  
 Property Address: 8217 30th Ave II

You are currently in violation of code 10.1100, which does not allow any type of junk to be in street view. Please clean up the tires, appliances, and old cars by the comply date to avoid a fine.

If you have any questions, please call city hall at 952-882-7730.

Sincerely,  
 City Administrator

Proposed Fine: \$25.00  
 Comply Date: June 02

Interfaces with Banyon Point of Sale  
 and Fund Accounting



**APALACHICOLA CITY COMMISSION  
REQUEST FOR BOARD ACTION  
Meeting Date: 5/31/22**

**SUBJECT:** Small Categories Grant Application w Match – Old City Hall

**AGENDA INFORMATION:**

**Agenda Location:**

**Item Number:**

**Department:** Grants

**Presenter:** Cindy Clark

**BRIEF SUMMARY:**

This is a Special Category Grant request proposed for the Department of State, Division of Historical Resources. The purpose of this grant request is to fund structural repair work to the Middlebrook (old city Hall) building to supplement funding received through a Hurricane Michael NPS grant. A structural review of the building during the assessment phase of repair uncovered serious structural damage that would cost more than the existing grant funds

**RECOMMENDED MOTION AND REQUESTED ACTIONS:** Motion to approve the application of \$400,000

**FUNDING SOURCE:** 100k match from budget surplus or ARPA

**ATTACHMENTS:** Application Narrative

**STAFF'S COMMENTS AND RECOMMENDATIONS:** Motion to approve.

## Resolution 2022-03

**WHEREAS**, the Middlebrook building (former City Hall location) is a valuable City-owned historic resource in the City of Apalachicola

**WHEREAS**, the Middlebrook building is listed as an important historic resource on the State Master Site File (FR00344)

**WHEREAS**, the Middlebrook building is in need of structural repair beyond the financial assistance currently available through existing grant funds;

**WHEREAS**, the City of Apalachicola supports the request for \$395,000 in Special Category funding from the Florida Department of Historic Resources which requires \$98,750 in required cash match;

**WHEREAS**, the City of Apalachicola certifies that the required match amount of \$98,750 is currently available in the City budget

**NOW, THEREFORE, BE IT RESOLVED BY THE APALACHICOLA CITY COMMISSION**, that the board supports the grant application to the Florida Department of State, Historic Preservation Grants Program for structural repair of the former City Hall building and certifies that the required match is available.

This resolution adopted by the Apalachicola City Commission this 31<sup>st</sup> day of May 2022.

BY: \_\_\_\_\_  
Brenda Ash, Mayor  
City of Apalachicola

ATTEST:

\_\_\_\_\_  
Deborah Guillotte, Clerk

## **2022-23 DHR Special Category Request Application Narrative Attachment for Middlebrook (old City Hall)**

### **Overview**

This is a Special Category Grant request proposed for the Department of State, Division of Historical Resources. The purpose of this grant request is to fund structural repair work to the Middlebrook (old city Hall) building to supplement funding received through a Hurricane Michael NPS grant. A structural review of the building during the assessment phase of repair uncovered serious structural damage that would cost more than the existing grant funds

### **Scope of Work**

Upon inspection and assessment by the Preservation Architect and the project's Structural Engineer, it has been determined that the subject structure has multiple indications of structural stresses which are due to specifically noted structural failure points, These failures occur primarily at the brick masonry exterior wall at intersections with the heavy timber wooden second floor frame. These girders and beams of large hewn wood are morticed into the historic masonry brick exterior walls, circa 1836. The cause of these multiple failure conditions has been determined to be attributable to age and moisture intrusion through capillary action in the exterior walls. Additionally, water damage has been recorded as a result of flood damage from a water leak on the second level of the existing structure.

For the purpose of stabilizing the building, this scope proposes to install an interior rigid steel frame for the purpose of restoring the structural integrity of the building exterior masonry "shell and simultaneously supporting the historic second floor wood frame. The proposal follows the example of other nearby restored Cotton Ware house structures by providing a series of square shaped steel tubular columns with welded steel angles and spanning beams in both the longitudinal and lateral directions id 12" deep welded "I" sections, in order to form a rigid internal frame. 8" "Square" steel columns will support opposing steel angles with a steel plate on either side of the existing exterior walls. These plates will be tied together by four ¾" steel bolted connections stabilizing the existing masonry brick exterior walls. Another steel angle will support a steel beam of adequate depth (+/-10-12") tying across half of the width of the warehouse in order to mirror the former central wood 2-bay column grid. The central column will be carried by a similar steel column or by two steel channel sections that wrap the centrally located original wood columns. In this manner the steel is supported by steel but reveals the original wood structure. The Columns are to be two full stories in height and each will have three or four exterior plate connections. This internal steel frame is designed to support the original second floor frame, negating the existing perimeter wood frame walls and supporting the damaged mortice connections while exposing them and allowing for them to be individually repaired.

As part of the structural work, the scope includes provisions to remove second floor walls, doors, ceilings, electrical and modern plumbing fixtures, cabinets, countertops, plywood sub floor overlay, any other water damaged sub flooring, including remnants of the damaged "historic/original" subflooring. Demolition to relieve weight stress on the original wood floor frame include removal of non-functional mechanical duct work and electrical and plumbing conduit and piping, deleterious wiring, etc.



**APALACHICOLA CITY COMMISSION  
REQUEST FOR BOARD ACTION  
Meeting Date: 5/31/22**

**SUBJECT:** NPS Grant – History, Culture, and Art Building Recommendations Approval

**AGENDA INFORMATION:**

**Agenda Location:**

**Item Number:**

**Department:** Grants

**Presenter:** Cindy Clark

**BRIEF SUMMARY:** A record of approval for the HCA plans are necessary moving forward in the grant process – Mark Tarmey presented his recommendations at the 5/18 Special Meeting.

**RECOMMENDED MOTION AND REQUESTED ACTIONS:** Motion to approve the 4M Design Group, Mark Tarmey’s, assessment of the HCA Building and the proposed strategy moving forward. [Interior and exterior masonry repointing, waterproofing sealant application, and hurricane mitigation measures (door/window).]

**FUNDING SOURCE:** NPS Grant (\$281,884)

**ATTACHMENTS:** City of Apalachicola Harrison-Raney Cotton Factor & Exchange Building Assessment & Recommendations – 4M Design Group (Mark Tarmey)

**STAFF’S COMMENTS AND RECOMMENDATIONS:** Motion to approve.





**City of Apalachicola Harrison-Raney  
Cotton Factor & Exchange Building**



**4M Design Group PA**  
Architecture Preservation Sustainability

1208 Hays Street, Tallahassee, FL 32301  
850.422.3676 850.421.3676 fax  
Architecture Reg. AA26001466 [www.4mdesigngroup.com](http://www.4mdesigngroup.com)

## **Table of Contents**

1. Project Scope and Overview
2. Abbreviated History of the City and the Subject Buildings
3. Existing Conditions Assessment Report
4. Renovation/Rehabilitation Recommendations
5. Existing Floor Plans and Elevations
6. Conclusion

## **1. Project Scope and Overview**

The scope of the project consists of the following services delivered in a task order format as designated by the Project Manager for the City of Apalachicola in compliance with the City's master services agreement with the State of Florida, Division of Historic Resources (herein after referred to as "DHR") and the United States National Park Service (herein after "NPS"). These two agencies having jurisdiction are the providers of grant funding for the preservation and rehabilitation of the two (2) historic buildings involved in the project work.

The first of the two buildings to be assessed in this scope of services are as follows:

1. The historic Harrison–Raney Cotton Exchange and Ships Chandlery. The Harrison-Raney Cotton Factor & Exchange Building is located at 86 Water Street, in Apalachicola.

## **1. Project Scope and Overview**

The building will be assessed by means of an architectural and structural engineering evaluation of the existing conditions, including a photographic investigation and structural engineering opinion for potential required renovations and appropriate maintenance or further preservation necessary for the long term sustainability of the building. The building will be field measured and updated as-built drawings will be provided in order to provide adequate base plan and elevation documentation for future rehabilitation work. All As-builts will be based on accurate field measurements as of the date of this study. Any changes or potential adaptive reuse scenarios will be vetted by the City Administration with the long term preservation and protection of these important constructed historical assets as the basis for decision making. All Proposed preservation activities will be directed in concurrence with the State of Florida Division of Historical Resources. All preservation consulting work will be accomplished consistent with the Secretary of the Interiors Standards for Rehabilitation and established renovation and best practices for reconstructive processes for historic masonry buildings in order to achieve the desired outcome for each of the individual buildings in this study.

The Harrison-Raney Cotton Factor & Exchange building is located on Water Street along the riverfront in the designated downtown historic district in Apalachicola, Florida. The two buildings, the Harrison–Raney and Middlebrook Cotton warehouses stand approximately 120 feet apart in the east-west direction. The Harrison–Raney building is immediately adjacent to its only surviving "sister" building, the Middlebrook Cotton Exchange and Warehouse located at 1 Avenue "E" in Apalachicola, Florida.



***Side and rear elevation Harrison-Raney Cotton Factor & Exchange, located at 86 Water Street, Apalachicola, Florida***

## **1. Project Scope and Overview (continued)**

The subject buildings are separated by Avenue 'E', a wide two lane boulevard with adjacent on-street parking. The Harrison- Raney is addressed directly on Water Street opposite the city docks at the base of Avenue "E". These two historic Cotton era buildings represent the last two remaining examples of what was recorded as originally being 43 or 44 completed brick masonry buildings designed and built specifically to serve the cotton industry of the mid nineteenth century (1835-1860) time period. All of the building were designed as cotton merchant graders (called factors) and as warehouses and cotton exchange buildings with the purpose of trading in high quality raw or baled cotton primarily grown in upriver Georgia and Alabama. These mostly three story brick buildings once lined multiple blocks of historic Water Street. The Harrison-Raney building is located approximately 40 feet farther east of the intersection at Avenue "E", indicating that there was at least one additional platted lot and presumably a previously existing 30' x 80' brick structure originally located on the lot located adjacent to the intersection. For many years a small wooden shrimping trawler occupied that site as an artifact that paid homage to the bay fishing industry.



***For many years a wooden "bay trawler"  
Occupied the lot adjacent to the Harrison-  
Raney Cotton Exchange or HCA Building in  
Apalchicola***

Both Assessment and preservation projects have similar if not identical project goals and scopes of work (herein after "SOW"). Both the Middlebrook Cotton Warehouse and the Harrison-Raney Exchange similar require the same level of investigation and assessment and architectural investigation prior to recommending appropriate preservation measures. It should be noted at the outset that much less work will be required on the Harrison-Raney (HCA) building due to more recent and ongoing restoration work and improved general overall facility maintenance.

The scope of work (S.O.W.) includes the following: recording of existing conditions in narrative and photographic form, preparation of As-built existing condition drawings, specification of necessary preservation and repairs of primarily interior] damage caused by previous flooding caused by Hurricane Michael on October 10, 2018.



***Rear Elevation Harrison-Raney Cotton Factor & Exchange Building 86 Water Street, Apalachicola, Florida***

## 1 Project Scope and Overview

The scope specifically addresses removal of damaged historic and non-historic building materials including mechanical and electrical systems, recommendations for rehabilitation and adaptive reuse, including replacement and relocation of the electrical systems in a manner consistent with storm hardening for prevention of future catastrophic damage. The Harrison-Raney Cotton Factor & Exchange building is more commonly referred to as the Apalachicola Center for History, Culture and Arts or "HCA" building on Apalchicola. The Building was purchased by a private entity and restored utilizing current preservation best practices of the early and mid-1990's when it was acquired. The building was "adaptively reused" or repurposed as a museum site containing the archeologic remains of a significant Apalachee Indian "dug out" log canoe, nearly fifty feet in length. The City of Apalachicola acquired the building in 2005 with a grant from the Florida Communities Trust Fund. The building currently serves as a Community meeting space, Art gallery and Cultural Events planning center. It provides sufficient space for exhibition of local art and repository for local historical artifacts. The Center of "HCA" also hosts an Art school and Plein Air Art exhibit annually.

Other work will be suggested in the recommendation section of this report will be provided in order to ensure the long term preservation of this important building. This scope of work for the interiors includes potential re-elevation work on the riverfront exposure to harden and protect the building from future catastrophic storm damage, and relocation or raising of electrical outlets, switches, and panels above the flood plain as well as repointing of deteriorating mortar and application of a transparent waterproofing membrane, a chemically based sealant that will not change or obfuscate the interior or exterior appearance of the historic brick masonry walls.

Based on these observations and assessment of existing conditions, it is not likely that the Harrison-Raney Building will require much in the way of repairs. Rather, the scope for the Harrison-Raney will be more appropriately categorized as preventive and on-going preservation treatments. As previously mentioned, these include the brick repointing referred to as "tuck-pointing" and application of supplemental transparent water-proofing sealant in order to prevent water intrusion in the event of future flooding from the river on the Water Street corridor. The building has already been provided with the addition of an interior reinforcing steel frame, used to stabilize the exterior masonry walls of the Harrison-Raney Building. This steel bracing component replaced the historic wood framed second floor which had been compromised by age and insect damage and other miscellaneous wood destroying organisms ("WDO's").

## 1. Project Scope and Overview

Since the strategic removal of these original wooden floor framing members, the steel frame accomplishes a variety of purposes. These include supporting the second floor and roof structure as well as providing for needed lateral support by including an interior and exterior steel plate at each column location that behave in the same manner as tie rods by clamping the exterior walls together between two plates and bolting them to the added columns.



***Second Floor Steel trusses and 2x 16 wood rafters as a "Memory" or historic reference of the former wood framed roof support system***

The vertical columns are designed to support the second floor, roof and span the entire former warehouse floor space hereby creating an interior "rigid frame" which resists deflection and sagging caused by gravity, or exterior impacts including violent weather conditions. All interior brick masonry will be repointed, and a transparent waterproofing compound applied to diminish leaking and seepage in flood conditions. The exterior work will include the potential replacement of two (2) non-historic first floor French doors located at either end of the first floor facade.



## 2. Abbreviated History of the City and the Description of Subject Buildings

Grant funds include professional design and historic preservation consulting services for an Architectural assessment and photographic documentation including as-built measured drawings and a proposal for preservation services necessary to storm harden the building(s). Grant management and grant administration will be performed by personnel from the City of Apalachicola. The required update to the National Register and update of the Florida Master Site File documentation will also be provided by City of Apalachicola grant administration personnel. The scope of the Architectural and Structural Engineering services do not include redesign services for any adaptive reuse proposal.

The following narrative is derived primarily from the November successful 1980 National Register nomination and the Florida Master Site File documentation which resulted in the placement of the Apalachicola Historic District on the National Register of Historic Places.



*Water Street, Apalachicola, FL- Cotton Warehouses circa 1858*

## 2. Abbreviated History of the City and the Description of Subject Buildings

Both the Middlebrook and the Harrison-Raney Cotton Exchanges and Warehouse buildings were built on one of fifty (50) originally platted water front lots created by the Apalachicola Land Company following the Forbes Purchase title settlements. Each lot was scaled to serve an individual warehouse structure of uniform size and construction. All lots were platted without setbacks or alleys, dimensioned 30 feet wide by 80 feet in depth from the street face on Water Street.

All of the warehouses were intended to face the riverfront along Water Street. However, not all of the buildings are or were addressed on Water Street. Water Street runs parallel to the riverfront and lots recorded along 6 -7 blocks between existing streets of the platted town plan. Each block contained 5-7 warehouse of factors. The variety of buildings had varying widths of one-to-three 30 foot wide bays. The platting was completed and construction began in 1836. By 1839, an impressive row of wharf-fronting brick and granite buildings existed, each intentionally designed to resemble those along the New York City waterfront. The same brick exterior wall construction with thick pre-cut granite lintels, supported two and three story buildings with heavy timber interior floor frames were built to support the cotton trade. The granite lintels or horizontal stone spanning members were quarried in Quincy Massachusetts. The brick is reported to have been transported to Apalachicola by ship from a brickyard and foundry in Baltimore, Maryland.

Cotton was king in the south, and it brought prosperity to Apalachicola. The cotton trade brought a rich booming economy to many port cities in the cotton growing states of the pre-civil war south. These remaining two masonry Warehouses and Cotton Factor buildings continue to serve as a visual reminder of the close economic and social connection between this once thriving cotton port and the waterfront portion of the city and commercial district of New York.

The end of the cotton era came in 1860 Apalachicola, and with it came the shuttering of most of the cotton stores and the merchant businesses that supported them. Many of the Warehouses were simply vacated. Forty of the original 43 or so masonry warehouse buildings were eventually demolished and the core timber and brick materials reallocated for uses in other buildings in Apalachicola's evolving need to determine its economic survival.

The City of Apalachicola owes its early prosperity, especially as it relates to the cotton industry, to its strategic coastal location at the mouth of three rivers. The tri-river system, the confluence of the Flint, Chattahoochee and Apalachicola Rivers, all of which extend hundreds of miles north into eastern Alabama and south and western Georgia.

## 2. Abbreviated History of the City and the Description of Subject Buildings

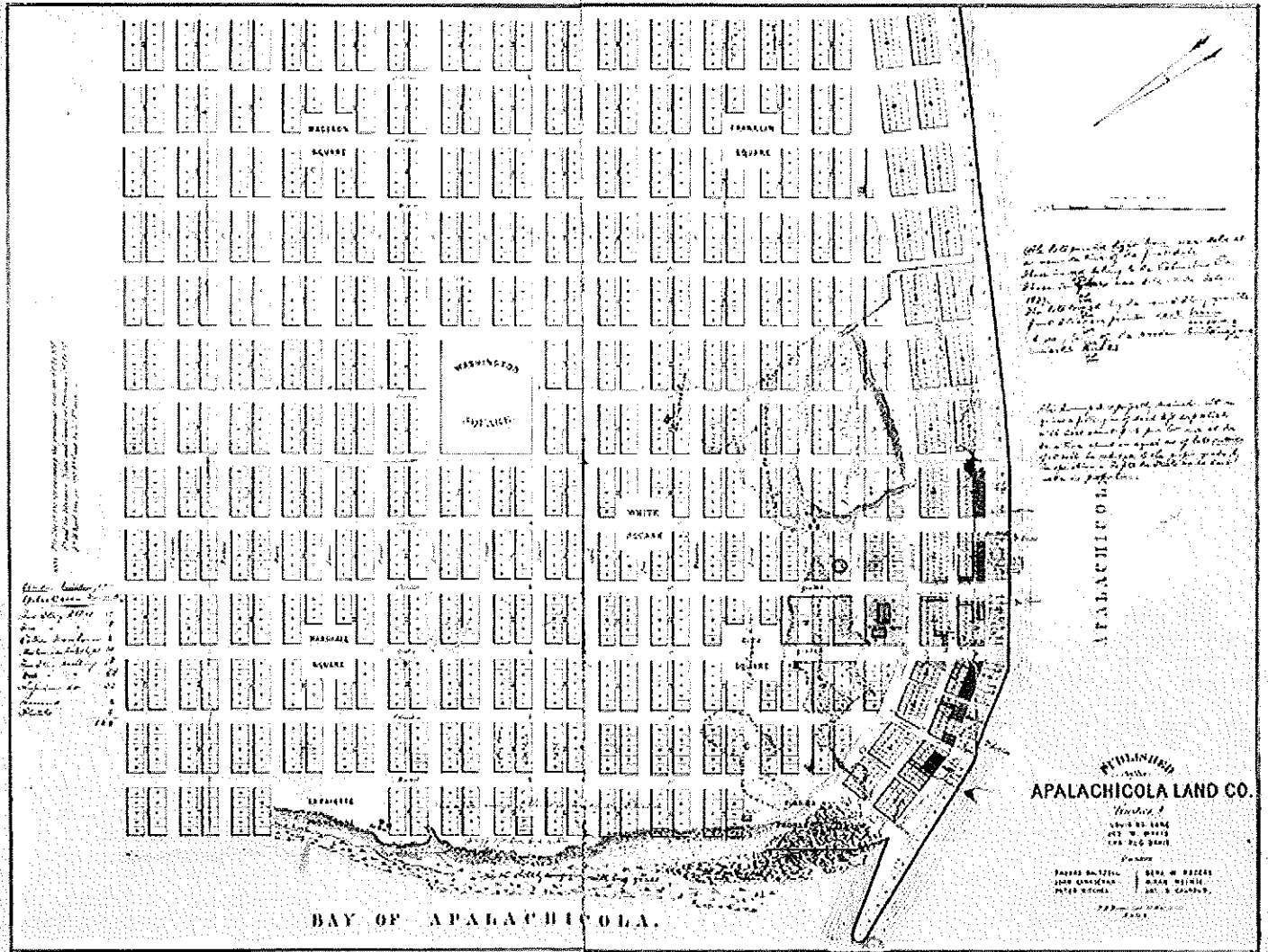
Originally named Cottonton, the City of Apalachicola served as an important shipping port particularly from 1800 until the early nineteen-teens. The mid nineteenth century port of Apalachicola was the third largest port on the Gulf of Mexico. From 1830-1860 it was the virtual center of Cotton trade and shipping, and was surpassed only by New Orleans, Louisiana and Mobile, Alabama. In 1828, the City of Cottonton ("Cotton-Town") was re-incorporated as the City of "West Point". The town on the opposite side of the Apalachicola River was, and still remains named East Point. The port city was again renamed Apalachicola after the river itself, in 1831. The Cotton boom period had begun and by 1836, demand for more infrastructure in the form of Warehousing, Cotton Factors and Exchanges and Ships Chandleries at the rivers landing was high.

The Harrison-Raney and the Middlebrook buildings are believed to have been two of the first of fifty planned Cotton service structures. Eventually 43 or 44 of these warehouses/exchanges were actualized. All of the 43 plus documented warehouses were completed in Apalachicola between 1836 and 1840. Both of the remaining buildings have been repurposed multiple times; both at different times have been abused, repaired, damaged, restored, flooded and renovated again and on at least four well documented occasions, nearly destroyed. Major flooding and weather events, common to the Florida panhandle during the summer and early fall "Hurricane Season" are typically followed by down river flooding brought on by these naturally occurring seasonal weather events. Seasonal Hurricanes have been disasters in waiting for decades. These powerful storms are yearly spawned off the Eastern Coast of Africa, several eventually wandering into the northern Gulf of Mexico.

Occasionally, these powerful storms follow historically common trajectories winding up the western peninsula of Florida, and making landfall somewhere along the expansive coast of the Florida panhandle. These storms carry with them high velocity wind speeds and are laden with water causing heavy precipitation in the form of flooding rainfall. These storms are typically intensified by the relatively shallow and very warm Gulf water. Even near misses by hurricanes create heavy tropical rain storms common to North Florida. These heavy rain events tend to cause moderate to severe tidal related flooding along the geographically low portions of the Florida Coastline. The aptly designated "Water Street" is derives its namesake from its New York City counterpart in the historic South Street Seaport. This low lying area of Apalachicola's waterfront district has been known to have at times, been almost 4 feet underwater. From 1836 through until the late 1850's, large bales of field picked cotton often filled Water Street. The first floor of all of the nearly uniform masonry warehouse buildings were typically used to store compressed bales or rolled cotton shipped up river from inland cities in Georgia and Eastern Alabama. These cargos were intended for shipment to New Orleans, New York, and Boston; and then on to foreign ports.

## 2. Abbreviated History of the City and the Description of Subject Buildings

### CITY OF APALACHICOLA.



**Street Map of Apalachicola circa 1838**

The street level of each warehouse is generally thought to have behaved as a "factor" or merchants exchange; essentially a "storefront" for the grading, evaluation of quality and quantity and the selling or trading of large quantities of raw baled cotton. Each building was also used for other mostly trade related purposes; as a place to sell or manage the selling of other goods and wares. The two upper floors more often supported the primary business aspects of the exchange service, record keeping, storage of tools and supplies or alternatively, supported other necessary trades required for the port of Apalachicola.

## 2. Abbreviated History of the City and the Description of Subject Buildings



***Cotton Bales on river front in Apalachicola.***

Well before the Civil War, downriver cotton and other agricultural trade from the cotton-rich Deep South states flowed freely. States just north of the Florida line produced the highest quality of cotton and dominated the economy of the South. This trickled down to the port city of Apalachicola. Apalachicola became Florida's largest cotton exporting sea port. The decade between the early- 1840's and late-1850's were the city's most active years with cotton exports reaching or exceeding 150,000 bales in 1845 and 1853 respectively.

Over those years, the business was focused on cotton trading and shipping. Seldom were revenues dedicated to building maintenance and upkeep. Many of the third floor roofs were made of the locally durable long leaf pine cut into shakes for roofing. These wooden shakes hewed from local tree stock were weather hearty, and held up to the rains, but fire and sun and salt air were not well tolerated. Over time, the primarily wood roofing systems installed over the majority of the dedicated warehouse buildings deteriorated in the hot and humid salt air environment. Harsh weather, and relentless river water reflected sunlight caused several of the upper-most third floors to deteriorate to a point of questionable structural integrity, sometimes partially collapsing. These upper or third level floors were often dismantled or "cannibalized" for parts to reinforce the lower two levels in order to continue to maintain the businesses on the two lower levels. The second floors were simply roofed over at the former third floor level and the second level became the "top floor".

## 2. Abbreviated History of the City and the Description of Subject Buildings

Between 1860 and the turn of the century, many of the original brick warehouses burned, or were raised for the quality brick building materials contained in them. Most were repurposed to construct new buildings more advantageous to the changes in the city's evolving economy. Some ended up as ships ballast on trade vessels leaving the port city. As the business in the cotton trade began to decrease, so did the overall economy of Apalachicola. The down turn was primarily due to the increase in the availability and more extensive use of the expanding railroads in the south for transport of goods and products across Georgia and Alabama, in lieu of shipping goods down-river.

The onset of the Civil War and the subsequent Union naval blockades of most southern port cities from 1860-63 marked the end of the cotton era and the significant prosperity in Apalachicola. The vacant cotton warehouses (sometimes referred to as "exchanges or factors") were used for a variety of business purposes other than cotton warehousing. Typical riverfront uses included including ships' chandleries - the suppliers of ships stores, the most notable being the nearby Grady Market Building. Other former cotton warehouses buildings found new purposes serving a variety of needs as other useful maritime enterprises and support facilities including saloons, hardware stores, a local bee-honey warehouse, general purpose stores and timber storage. Some were usurped for port related services including ship repairs, saloons and other shipping support businesses including fishing supplies.

When they were erected, many of the Cotton Exchanges and Warehouses were jointly owned by large Cotton plantation owners, and local cotton merchants or their trade representatives. The Harrison-Raney Cotton was co-owned by Planter George Harrison in partnership with local Businessman and Cotton trader David G. Raney. This 1837 brick masonry warehouse has had a more gentile adaptation and has been carefully rehabilitated prior to its acquisition by the City in 2005. In the early 1990's, the building as purchased by a private individual and completely renovated.

The development of railroads in the upper reaches of the Apalachicola River Basin, the outbreak of the Civil War, and the consequent imposition of the Northern blockade all contributed to the rapid decline of Apalachicola's cotton economy during the 1860's. However, with the development of the area's vast lumber resources in the 1870's, the city's economy began to recover rapidly. Apalachicola was especially attractive for lumber interests because of the ease with which cut timber could be floated downriver to be milled and shipped to domestic and global markets. A number of lumber companies opened and operated in the Apalachicola area.

## **2. Abbreviated History of the City and the Description of Subject Building**

Throughout the 1870's, 1880's, and 1890's; the local timber industry seems to have been dominated by the Cypress Lumber Company which operated between 1883 and 1930. Pine, particularly north Florida native Long Leaf Pine, and River or deep water Cypress products were the major exports marketed in Europe and South America, as well as in the "re-united" United States by way of nearby New Orleans

Because of the port town's location, a local fishing industry has always been an intrinsic part of Apalachicola's economy. Fishing and in particular, oyster "fishing", or tonging, along with locally harvested and processed sponges were marketed from Apalachicola since its earliest years of existence.

With the perfection of safe and reliable canning techniques, many of which were patented in the late nineteenth century, the seafood processing industry became a major part of the Apalachicola Bay area's economy. A number of canneries were established in Apalachicola the 1880's and 1890's. The seafood industry has continued to the present day, and experienced heighten growth during most of the nineteenth and early twentieth centuries.

As previously noted, most of the original former Cotton Warehouse buildings were taken or claimed for the land beneath them, some were eventually destroyed by hurricanes, neglect, fire and lack-of-use or purpose.

## **3. Existing Conditions Assessment Report**

### **Harrison-Raney Cotton Warehouse (Apalachicola Center for History, Culture and Arts**

The Harrison-Raney Cotton factor & Exchange Building is not specifically "hardened" for weather resilience but remains in better overall condition than its companion structure, the Middlebrook Warehouse. According to a recent Sea Level Rise and Flood Mitigation Study, both structures will require substantial additional storm resilience measures, along with most of the buildings on the Water Street right-of-way with river front exposures.

The existing conditions of the Harrison-Raney Cotton Warehouse (City of Apalachicola Center for History, Culture and Arts Building) is in generally very good condition. The building, having been substantially rehabilitated in the early 1990's provides a very strong rehabilitation result due to an effective preservation methodology and renovation ethic. With regard and the use of preservation specific methodologies and procedures as prescribed by the Secretary of the Interiors Standards for Rehabilitation guidelines. The building has technically been adaptively reused, having been re-purposed while retaining a substantial portion of the original historic building material or fabric.

### 3. Existing Conditions Assessment Report

#### Harrison-Raney Cotton Warehouse (Apalachicola Center for History, Culture and Arts)

Most of the character defining historic building fabric remains intact with the exception of the then non-salvageable second floor and roof timber framing. The original second floor and roof have been demolished and rebuilt utilizing more modern materials in a manner consistent with and representational of the original historic materials.



*2<sup>nd</sup> floor of Harrison-Raney Exchange adaptively reused as local center for character History, Culture and Arts*



*Steel trusses and lumber roof frame provide appropriate historical*



### 3. Existing Conditions Assessment Report

#### Harrison-Raney Cotton Warehouse (Apalachicola Center for History, Culture and Arts)

The original second floor wood framing has been replaced by a series of welded steel columns and beams which support a wooden framed second floor and roof frame above steel spanning girders and steel trusses. These new interior steel members also provide lateral stabilizing plates and through-wall bolts welded to the interior vertical columns to support the historic exterior masonry wall structure. This system provides more than adequate structural capacity to carry the live and dead loads required for various community events, exhibits and meetings. This also provides for internal circulation via a new stairway from the first floor to second floor. The first floor provides excellent open space allowing for appropriate curation of the historical artifacts and other spaces for art and cultural exhibits. The stair for the HCA building is located within its interior while the access stair for the Middlebrook building is a wooden stairway located on the west side exterior of the building. It is not accessible from the interior first floor. The four double French style doors of the Harrison-Raney Building present an inherent weakness to storm resiliency and weather resistance. Historic photographs suggest that these are not historically accurate and could be redesigned to add some higher level of storm resistance based on minor reconfiguration of the entry sequence.



**Renovated Harrison-Raney Cotton Factor & Exchange.  
Currently the Apalachicola Center for history, Culture and Art.**

### **3. Existing Conditions Assessment Report**

#### **Harrison-Raney Cotton Warehouse (Apalachicola Center for History, Culture and Arts)**

The 1992-1994 renovation of the Harrison–Raney building provided for both interior and exterior brick repointing and any sign of previous storm damage has been cleaned, repaired and/or renovated and repainted. No exterior windows face on the Avenue “E” elevation, preventing damaging flood waters. No opening exist with the exception of the front and rear facades, the rear elevation eighty feet farther south. The only public points of entry that exist are the four pairs of six foot wide, seven feet tall French doors that open to the Water Street elevation. Storm mitigation proposals for the river front elevation will be proposed, however, recent storm surge and sea level rise projections indicate that the probable water crest projections will exceed the allowable height limitations of most currently available storm protection technology.

### **4. Renovation/Rehabilitation Recommendations**

This section of the assessment report will provide for recommendations for renovations, rehabilitations or repairs necessary for each of the subject building. As previously noted, the Harrison-Raney building will require significantly less work in terms of rehabilitative work or any other specific remedy to a noted or perceived building defect. The building has been subject to a robust previous preservation effort. It currently has a defined and specific civic purpose, it has been regularly used and well maintained by the City of Apalachicola as Owners or the property.

As previously noted, the Harrison-Raney Cotton Exchange Building requires only repointing of both the interior and exterior brick masonry walls and the recommended coating of a transparent waterproofing sealant application to the interior and exterior masonry. It may require some relocation of existing electrical systems in the form of switching and outlet locations and consideration of adding a more substantial and robust form of storm resistance protection, particularly along the Water Street exposure.

Providing for a usable and safe building will be accompanied by recommendation for storm and flood prevention mechanisms that can be applied up to the eight-foot height. Sea level projections indicate storm surge in worse case scenarios to be 10-12 feet. It is generally agreed that only a series of inter-connected flood mitigation and flood deterrent devices including a substantial sea-wall located along the river’s edge, in conjunction with storm water abating retention vessels (“holding tanks”) and pumping equipment designed to pump flood water back into the river included with a series of other building specific flood barriers will ultimately be capable of mitigating current water high water level projections for virtually all of Water Street, and a significant portion of the historic downtown district.

#### 4. Renovation/Rehabilitation Recommendations

Recommended rehabilitation procedures for the Harrison–Raney Exchange, or City of Apalachicola Center for History, Culture and Arts is far less extensive than the proposals for continued rehabilitation of the adjacent Middlebrook Cotton Warehouse Building. The existing through wall three-to-four brick wythe masonry brick exterior walls should be carefully repointed from the interior and exterior where possible. Some of the brick exterior has been stucco coated, utilizing a technique that proposed a unifying exterior encapsulation effort will provide for a desired level of homogeneous structural reinforcing. Repointing is the most appropriate, albeit more time consuming process for historic masonry renovation. This process involves the painstaking process of carefully removing deteriorated mortar from the original joints of a masonry wall and replacing it with new highly adhesive, non-porous mortar material. Specialized tools exist that will allow for deep joint “tuck-pointing” and the grout will need to be carefully color matched. Additionally, care will need to be taken to utilize new grout without contaminants including clean water and sand mixing components in the replacement grout mixture. Epoxies may be used to reinforce internal joint voids. Care must be taken as the epoxies tend to expand in the joints and the existing joints have no tolerance for expansive movement. The repointing will occur on exposed interior and exterior surfaces on all four elevations of the existing building.

Upon inspection, neither building appear to require re-roofing. The documented date of the last reroofing for the Harrison-Raney building is unknown to the investigators.

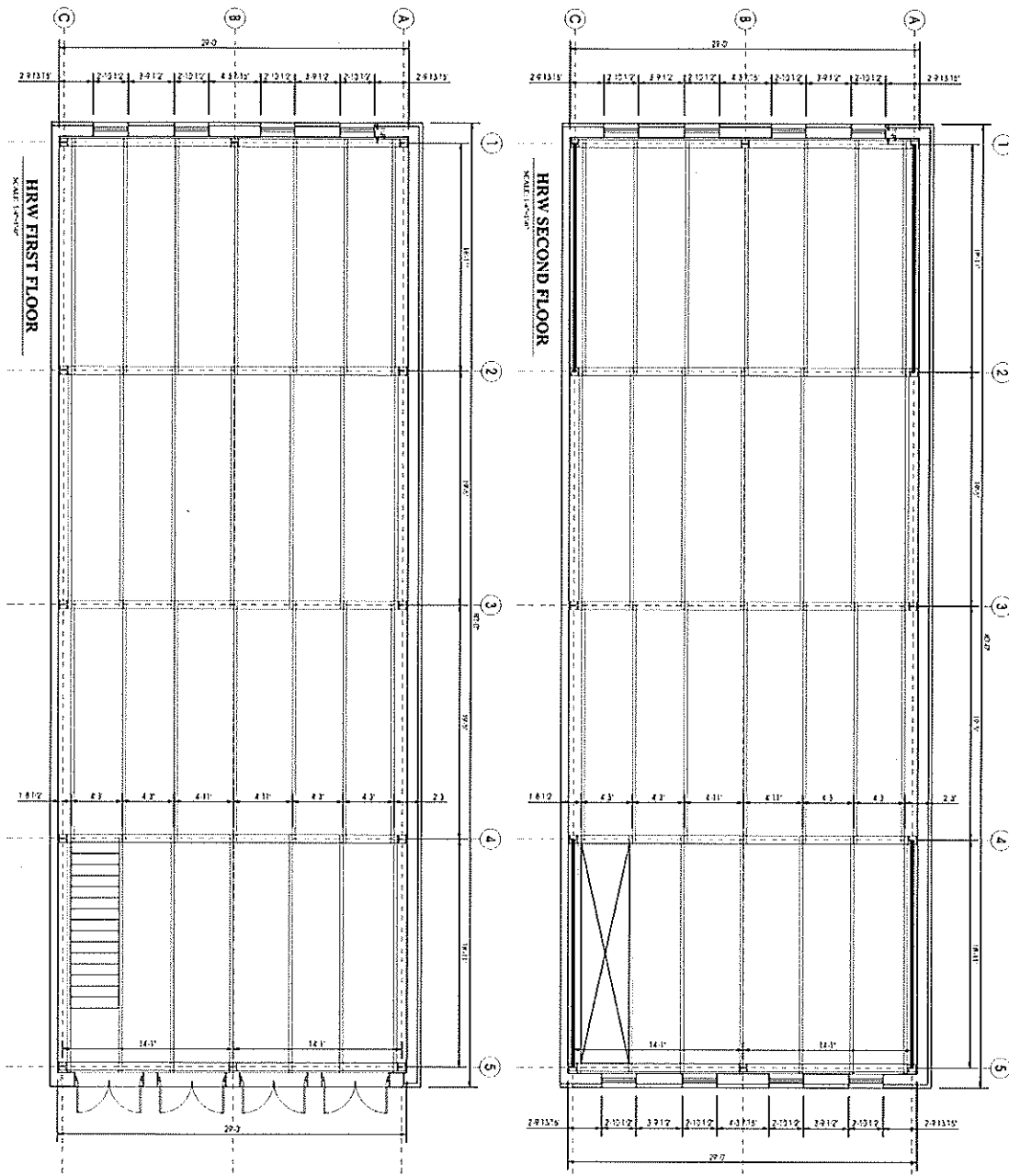


***Roof surface of Harrison-Raney building, 86 Water Street Apalachicola, Florida***

#### **4. Renovation/Rehabilitation Recommendations**

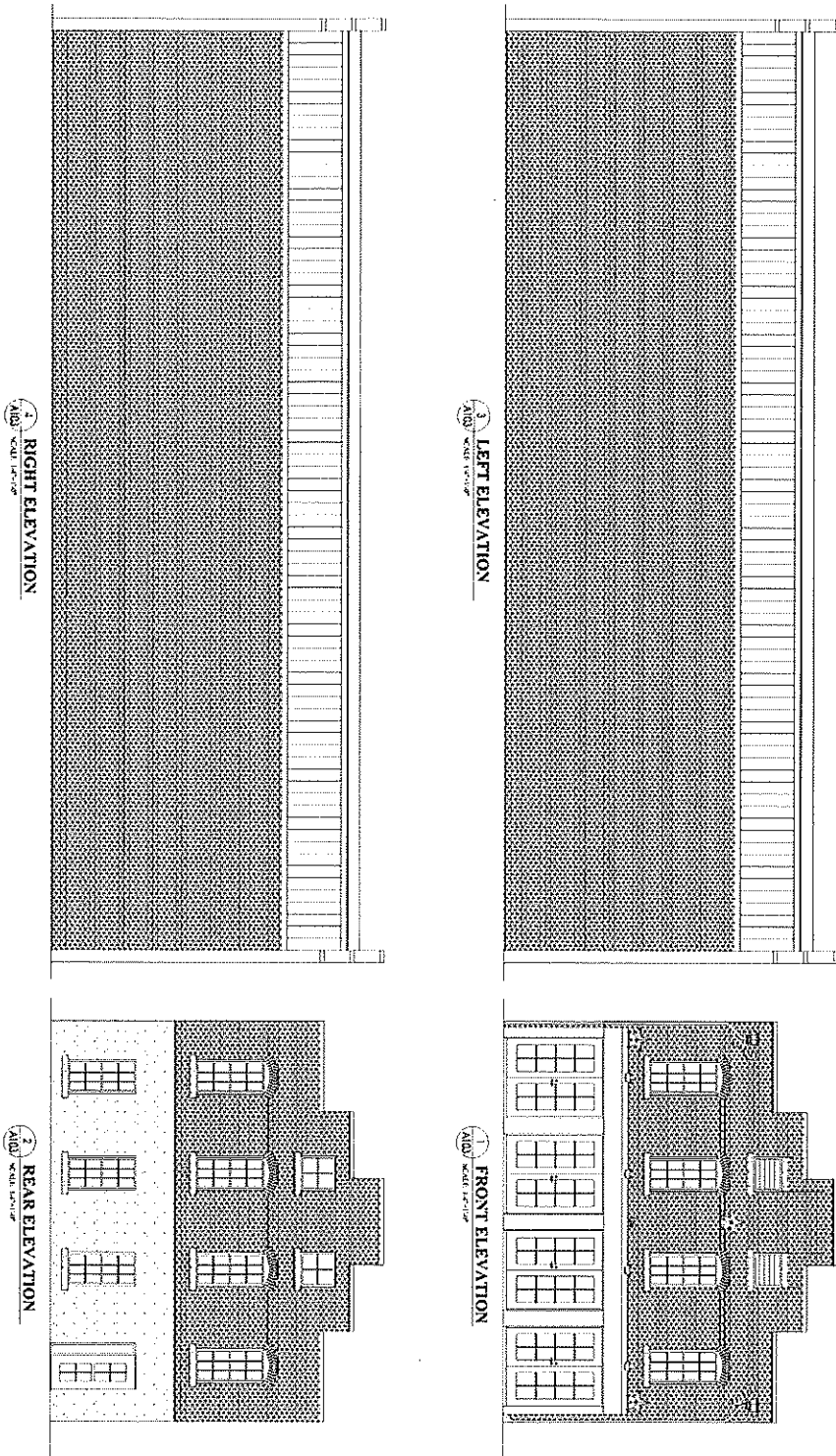
The roof surface of the Harrison-Raney Building has been re-roofed with a pale blue, standing seamed metal roof of dense aluminum with a concealed spline and fastener system. This roof material and fastening system is considered to be superior for hurricane and weather resistance. The pitch is low at approximately 3/12-4 /12. The metal surface of the Harrison Raney building also provides significant fire protection for buildings and fire resistance. This fairly common coastal roofing installation provides for a durable and long lasting roof surface with no exposed fasteners which might corrode or become loose due to high winds. While not consistent with historical photographs that indicate that the roofing for nearly all of the completed Water Street cotton Warehouses and Exchanges were originally wooden shakes, this metal roof provides a low maintenance and a 50 year wearing surface. The roof is hidden behind a crenulated parapet and barely visible from the street level on any elevation.


### 4. Existing Floor Plans and Elevations – Harrison-Raney Building Floor Plans



<b>A101</b>	HARRISON-RANEY BUILDING 100 N. PALM BEACH BLVD. PALM BEACH, FL 33480	MARCH 20, 2022 CONSTRUCTION DOCUMENTS	APALACHICOLA OCH & HRW OLD CITY HALL & HARRISON-RANEY WAREHOUSE WATER STREET, APALACHICOLA, FL	4M Design Group PA Architecture Preservation Sustainability	322 Board Street Tallahassee, FL 32303 850 422 3076 850 421 3575 Fax Architecture Reg. A12101655	

# 4. Existing Floor Plans and Elevations – Harrison-Raney Building Elevations



<p><b>A101</b></p> <p>EXISTING FLOOR PLANS HARRISON-RANEY BUILDING</p> <p>DATE: 04/04/2011</p>	<p><b>APALACHICOLA OCH &amp; HRW</b></p> <p>OLD CITY HALL &amp; HARRISON-RANEY WAREHOUSE WATER STREET, APALACHICOLA, FL</p>	<p><b>4M Design Group PA</b></p> <p>Architecture Preservation Sustainability</p> <p>322 Brent Street Panama City, FL 32383 850-822-3276 850-821-3678 fax Architecture Reg. #9226311-676</p>	
	<p>DATE: 04/04/2011</p> <p>PROJECT: APALACHICOLA OCH &amp; HRW</p> <p>DATE: 04/04/2011</p> <p>PROJECT: APALACHICOLA OCH &amp; HRW</p>		

## 4. Conclusion

In summary, the Harrison-Raney cotton Factor & Exchange building exists in contrast to the neighboring Middlebrook Cotton Warehouse & Exchange Building. Both subject buildings were constructed within approximately sixteen months of each other between 1836 and 1837. They occupied two of the most centrally located lots of fifty originally platted river front lots created by the Apalachicola Land Company following the Forbes Purchase title settlements. Each lot was scaled to serve an individual warehouse structure of uniform size and construction. All lots were platted without setbacks or alleys, 30 feet wide by 80 feet in depth from the street face.

The Harrison-Raney Building sits on a second tier lot, inset one lot from the intersection of Avenue "E" and Water Street. The Middlebrook Exchange, thought to be the first masonry cotton Exchange and Warehouse built in 1836, is located on the corner lot opposite the Harrison-Raney building on the west side of the same intersection.

The Harrison-Raney Cotton Factor & Exchange Building was purchased privately and rehabilitated in the mid 1990's. The Middlebrook Warehouse & Exchange building has seen fairly constant use as a city owned facility, housing first, a Cotton exchange, then alternatively serving as several shipping merchant services, the city jail, city administration building and finally city hall. The Building was evacuated by the City of Apalachicola following the significant flooding caused by Hurricane Michael which made landfall nearby in Mexico Beach on October 10, 2018.

The Harrison-Raney building endured the storm in better fashion and requires little in the way of current rehabilitation. The Building has been renovated including installation of new steel framed interior structural system which simultaneously provides stiffening and reinforcement of the existing historic masonry side walls, a new second floor mezzanine level over a full width steel spanning frame and has a new roof structure and insulation, including updated mechanical and electrical system and new roofing. The Harrison- Raney needs only an interior and exterior masonry repointing or "tuck-pointing" of the existing historic interior and exterior masonry walls, application of a liquid applied waterproof coating with a highly effective transparent chemical sealant and consideration of future flood proofing and storm hardening. Every effort should be made to not further modify the exterior appearance, however, most available technologies for storm hardening will produce an exterior visual compromise of the historic shell in favor of providing an adequate storm protection solution. Roll-down hurricane shutters, removal of two of the four sets of six foot wide French doors and replacement of the two end doors are all viable options independently or in some combination.

E N D