

MINUTES OF THE SPECIAL MEETING OF THE APALACHICOLA CITY COMMISSION HELD  
WEDNESDAY, MAY 18, 2022, 4:00 PM AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT: Mayor Brenda Ash  
Commissioner Anita Grove  
Commissioner Despina George  
Commissioner Adriane Elliott  
ABSENT: Commissioner Donna Duncan

Travis Wade, City Manager  
Dan Hartman, Attorney

**CALL TO ORDER**

Mayor Brenda Ash called the meeting to order, moving Agenda items around to the following order: Item II, Item V, Item III, and Item IV.

**I. APPROVAL OF EMERGENCY EXPENDITURE FOR WELL 7**

Mr. Wade reviewed Well# 7 issues, stating the expenditures for this are \$33,810. Mr. Wade requests approval of this expenditure and that it be awarded to Rowe Drilling. Mr. Wade stated that an additional \$20,197 is needed, and the funds will come from the water department previously budgeted item, a truck that was never purchased.

Commissioner Despina George made a motion to approve the emergency expenditures to Rowe Drilling for Well# 7, for rehabilitation and pump replacement. Commissioner Adriane Elliott seconded and the motion carried 3-0.

Commissioner Grove entered the meeting after motion.

**II. USDA/WATER STREET BID RECOMMENDATION**

Josh Stephens with Dewberry Engineers stated they had received all bids for the USDA Water Street Sidewalk and Parking Project, and that they recommend CW Roberts Contracting, Inc., be awarded this bid.

Commissioner Elliott made a motion to award the bid for the USDA Water Street and Sidewalk Parking Project to CW Roberts Contracting, Inc. Commissioner George seconded and the motion carried 4-0.

**III. MARK TARMEY PRESENTATION RE: OLD CITY HALL – COMMISSION APPROVAL OF FUTURE ACTIONS**

Mark Tarmey briefly reviewed the assessment reports for the Old City Hall building, and the HCA (History, Cultural & Arts) building. Mr. Tarmey prepared two recommendations for Old City Hall and is recommending that the Commission approve “Option B” at this time. See Attachment “A”

Commissioner Anita Grove made a motion to approve “Option B” the Old City Hall Building project in the amount \$399,916. Commissioner George seconded and the motion carried 4-0.

**IV. NPS GRANT - ADMINISTRATOR AWARD RECOMMENDATION**

The City of Apalachicola published an RFP to administer and manage the NPS Grants for the Old City Hall and HCA Buildings. The City received only one bid for this project and would like to recommend Bay Media.

Commissioner Grove made a motion to approve the bid award to Bay Media. Commissioner George seconded and the motion carried 4-0.

Commissioner Elliott made a motion to adjourn the meeting. Commissioner George seconded and the motion carried 4-0.

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Brenda Ash, Mayor

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Deborah Guillotte, City Clerk

**BRIEF SUMMARY:** OLD CITY HALL OPTIONS**Option A. ("Preferred Option"):**

- Remove second floor walls, doors, ceilings cabinets, countertops, counters, plywood overlay sub floor, any 'other water damaged sub flooring, including remnants of the "historic/original" subflooring, mechanical duct work and electrical and plumbing fixtures, plumbing and electrical deleterious conduit and piping etc.
- The expressed purpose is to remove excess weight and relive stresses on the original heavy timber frame which display evidence of failure at the exterior walls where mortise and tendoned joinery are separating. Second floor windows are to receive new aluminum and wood historic over 6 replacement windows to match windows proposed for the first floor. Install new impact resistant operable shutters. • Remove first floor windows and doors, ceilings, aged mechanical and electrical equipment that has been abandoned and is beyond repair. Remove existing interior non-structural walls, doors, cabinetry, counters etc., to provide clear and open space for potential future redevelopment. Works will also include leveling of first floor concrete slab to match the existing (non-historic) floor level in the center area of the first floor of the Middlebrook building. This will require forming of interior steps at the north end near intersection of Water Street and Ave. "E". First Floor windows will be removed and replaced with historic "replica windows of wood with aluminum exterior.
- Relocate electrical utilities above BFE.
- Install historically-compatible hurricane- shutters over lower story openings.
- Install a series of 8" x 8" steel columns (six (6) bays) on 15'-6" centers, with 12" x 12" x 5/8" steel beams spanning approximately 16 feet each direction including tie into to a new series of centrally located 8"x8" steel columns. The new steel interior frame will support the second floor heavy timber frame and exterior walls in the same manner as the Harrison -Raney building by providing supplemental support for the exterior brick masonry steel as well as support for the second floor and roof frame.

**Option B. (Less Expensive)**

- Similar to Option A, demolish second floor walls, doors, cabinets, countertops, counters, plywood overlay sub floor, any 'other water damaged sub flooring, including remnants of the "historic/original" subflooring, mechanical duct work and electrical and plumbing fixtures, plumbing and electrical deleterious conduit and piping etc.  
The expressed purpose is to remove excess weight and relive stresses on the original heavy timber frame which display evidence of failure at the exterior walls where mortise and tendoned joinery are separating. Second Floor windows to remain intact for potential cost savings.
- Remove first floor windows and doors, ceilings, aged mechanical and electrical equipment that has been abandoned and is beyond repair. Remove existing interior non-structural walls, doors, cabinetry, counters etc., to provide clear and open space for potential future redevelopment. Works will also include leveling of first floor concrete slab to match the existing (non-historic) floor level in the center area of the first floor of the Middlebrook building. This will require forming of interior steps at the north end near intersection of Water Street and Ave. "E". First

Floor windows will be removed and replaced with historic "replica windows of wood with aluminum exterior.

- Install as series of 8"x 8" steel columns to be installed (six (6) bays) on 15'-6" centers, spanning approximately 16 feet each direction with 12" x 12" x 5/8" steel beams spanning approximately 16 feet each direction including tie into to a new series of centrally located 8"x 8" steel columns. The new steel interior frame will be installed on the **FIRST FLOOR ONLY** in order to support the second floor heavy timber frame and exterior walls in the same manner as the Harrison -Raney building by providing supplemental support for the exterior brick a steel "cap" plate will be added in order to add supplemental second floor column at a later date. masonry steel as well as support for the second floor and roof frame. Both options call for new impact resistant shutters and reconstruction of large wooden storm shutters.
- Relocate electrical utilities above BFE.
- Install historically-compatible hurricane- shutters over lower story openings.