

PUBLIC HEARING & REGULAR MEETING
APALACHICOLA CITY COMMISSION
TUESDAY, OCTOBER 4, 2022 – 4:00PM
BATTERY PARK COMMUNITY CENTER
1 BAY AVE., APALACHICOLA, FLORIDA 32320

Agenda

You are welcome to speak or 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**
 - Invocation
 - Pledge of Allegiance
- II. **Agenda Adoption**
- III. **Presentations**
 1. Scott Dudley – Florida League of Cities – Catalyst Grant Award - Library
 2. The Southern Group – Legislative Update
- IV. **PUBLIC HEARING**
 1. Noise Ordinance Amendments 2022-01 – Second Reading
 2. Public Comment
- V. **REGULAR MEETING**
- VI. **Public Comment**
- VII. **Unfinished Business**
 1. Noise Ordinance Amendments 2022-01 – Final Reading and Adoption
- V. **New Business**
 - 1.
- VI. **Mayor and Commissioner Comments**
- VII. **City Manager Communications – Report Attached**

VIII. Finance Director – Report Attached

IX. Grants Coordinator Communications – Report Attached

X. Attorney Communications – Report Attached

XI. Consent Agenda

A. Meeting Minutes Adoption – August 16, 2022, Budget Workshop; August 30, 2022, Budget Workshop; September 6, 2022, Regular Meeting; September 7, 2022, Budget Workshop; September 14, 2022, Public Hearing & Special Meeting; September 27, 2022, Special Meeting; and September 27, 2022, Public Hearing & Special Meeting minutes.

B. P&Z Minutes – September 12, 2022

XII. Department Reports

XIII. 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

2022

CITY CATALYST GRANTS



APPLICANT INFORMATION - Application must come from a current FLM member.

Date: 6/2/2022

Name of Mayor: Mayor Brenda Ash

Name of Person Submitting the Grant: Bree Robinson

City/Town/Village Name: City of Apalachicola

Address: 192 Coach Wagoner Blvd.

Phone Number: 850-653-9319

Email: brobinson@cityofapalachicola.com

Name of Benefiting Entity: Margaret Key Public Library (City of Apalachicola)

(such as the parks department, Friends of the Library, community food bank, etc.)

Describe the project or initiative the grant will support (300 typed words or less). Include goals of the project and an explanation of how it will improve your community or the lives of your citizens.

Outdoor Community Signs + Little Free Libraries (Full narrative attached.)

What is the timeline for accomplishing these results? 6-8 months

Identify those entities or groups that you will partner with to supplement the goals of the grant: _____

Volunteer Participation, Matching Funds

(e.g., volunteer participation, matching dollars)

Total Funds Requested: 2,500 *

Please provide a budget for your project or initiative: _____

The total budget for this project is \$3,000, with a request for \$2,500. More details on attached.

I certify that the statements herein are true, complete and accurate to the best of my knowledge.

Signature: (Attached)

Applications, including the typed project description, must be submitted via email (flm@flcltles.com) or mail (Florida League of Mayors, P.O. Box 1757, Tallahassee, FL 32302); only apply either through email or mail, not both, by Friday, June 3, 2022, at 5:00 p.m. ET.

Questions? Please contact 800.616.1513 or flm@flcltles.com.

*Failure to begin or complete the project may result in forfeiture/repayment of grant funds

#CatalystGrants

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Brenda Ash, Mayor 6/2/2022

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#CatalystGrants

City Catalyst Grant Proposal Exploratory Narrative

Submitted: June 2, 2022

Program Name: Library Improvements + Free Little Libraries

Program Budget Amount: \$3,000

Grant Amount Requested: \$2,500

Program Description and Purpose

The City of Apalachicola Margaret Key Public Library would like to include two smaller efforts towards library programs and improvements for this funding opportunity! The first effort is for a display case/billboard to be placed on the façade of the building. The second request is for supplies to put two "Little Free Libraries" together to begin placing them in every Apalachicola green space/park.

First Effort: The library is in need of a lockable/enclosed outdoor bulletin board setup and would like to apply for it under this funding source as a library improvement. The need for these display cases is based on the issue of people not knowing what the library currently offers. There are many programs taking place at the library, but unless people look online or walk into the building - they don't know about all the fun after school programs the library holds! We would like to use the grant funds to purchase two billboard/display cases that would allow a space for the library, and community alike, to place flyers and advertisements of current events. Many school kids' parents use the library parking lot in the afternoons, as they wait for their children in the nearby school, so a billboard with information could make a huge difference in getting the word out about the wonderful classes and programming the library is offering! The setup would be placed on the front face of the building. Our goal is to bring in more kids and adults alike to enjoy the library as well as increasing community awareness. (The display cases picked out by the library are \$843 and they would like to order two. Cost: \$1,854 after tax.)

Second Effort: The library is joining the network of Little Free Libraries and would like to place them in every Apalachicola green space/park! The library's goal is to start with two little libraries and then obtain and place more around as funds are available. With the idea of "Take a Book, Share a Book" it is our hope that the community will embrace the little libraries and these will have a positive impact on the community. The library will contribute free books as much as possible to maintain the program, but we anticipate a high rate of community engagement and book donations. This effort will help make books accessible to more people and will bring more awareness on the activity at our public library. (The little library and library post are a combined cost of \$495 per set after tax. We would like to use this funding to order two sets of the free little libraries, totaling \$990 after tax.)

Both efforts total to around \$2,754 for the supplies, with the total budget being \$3,000 to include any shipping costs, paint for the little libraries, or anything else needed to get both efforts up going. After receiving the funding, we hope to have everything installed and operational within 6-8 months, or as soon as possible!

Attached:

- Library Calendar (Kids & Adults)
- Items Requested for Funding (Screenshots)

JUNE 2022

Apalachicola Margaret Key Public Library

80 12th Street (Corner of 98 and 12th) 850-653-8436

@Apalachicolapubliclibrary: Follow us on FB & Instagram for the latest!

- Kids
- Adults
- All Ages

SUN MON TUE WED THU FRI SAT



			1	2	3	4
			FSU Marine Lab Reef Critters 2-4	LEGO Club 3-5	Summer Reading Kickoff Party! 3-6	CLOSED

5	6	7	8	9	10	11
Master Gardener 1-3 Snack & Story @ 2	Water 'Craft' @ 2 Writer's Group @ 4	Books for Babies @ 10:30 Learn to Play Chess 3-5 Sunset Stories @ 5:30	Apalachicola NERR Visits for World Ocean Day 2-4	Special Watercraft STEAM Club @ 2 LEGO Club 3-5	PALS Family Movie Night 6-8	CLOSED

12	13	14	15	16	17	18
Master Gardener 1-3 Snack & Story @ 2	Water 'Craft' @ 2	Books for Babies @ 10:30 Learn to Play Chess 3-5 Sunset Stories @ 5:30	FSU Marine Lab Shelled Critters & Oyster Tonging 2-4 Book Club 6-8	Water 'Craft' @ 2 LEGO Club 3-5	Ukulele Tunes and Lei-making 3-4 Crabb & Autrey Jazz & Classical Guitar 6-8	CLOSED

19	20	21	22	23	24	25
Master Gardener 1-3 Snack & Story @ 2	Water 'Craft' @ 2 Writer's Group @ 4	Books for Babies @ 10:30 Learn to Play Chess 3-5 Sunset Stories @ 5:30	Apalachicola NERR Visits for Seashell Day 2-4	Water 'Craft' @ 2 LEGO Club 3-5	Family History Friday 4-6 David Lloyd, Singer-songwriter 6-8	CLOSED

26	27	28	29	30		
Master Gardener 1-3 Snack & Story @ 2	Water 'Craft' @ 2 Update on Apalachicola Bay Systems Initiative 6-7	Books for Babies @ 10:30 Learn to Play Chess 3-5 Sunset Stories @ 5:30	Make WaterCycle Bracelets @ 2	Water 'Craft' @ 2 LEGO Club 3-5		

SUMMER
June & July

ACTIVITIES FOR KIDS

THE APALACHICOLA MARGARET KEY PUBLIC LIBRARY



Tuesdays

Books for Babies
(Ages 1-3) @ 10:30 am

Sunset Stories
(Ages 3-7) @ 5:30 pm

Learn to Play Chess!
Tuesdays, 3-5 PM



Summer Reading
Kickoff Party!

Friday June 3rd 3-6pm

Thursdays

LEGO
CLUB
3-5 PM



STEAM
CLUB



June 9th @ 2
July 7th @ 2

Water-ful Wednesdays!

Each Wednesday 2-4 pm
Featuring activities from:

The Apalachicola National
Estuarine Research Reserve,
FSU Marine Lab, & The
Apalachicola Riverkeepers

This Summer we
celebrate libraries as...

OCEANS OF
POSSIBILITIES!



Sundays

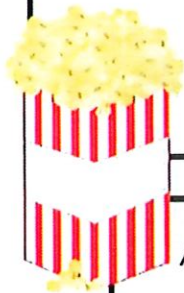
Snack & Story
2-3pm

Come for a read-aloud and
stay for a free snack!

Family Movie
Nights! 6-8

Premiers
Friday, June 10th!

See website for titles,
dates, and details!



ALL SUMMER LONG

Pop-Up Arts,
Crafts, &
Ukulele Tunes!

We Always Have...
Board Games, Puzzles,
VR Glasses, and I-pads!

Summer @ the library Schedule:
apalachicolalibrary.com/events
or scan this code.

SEE FULL CALENDAR
ON 6/11



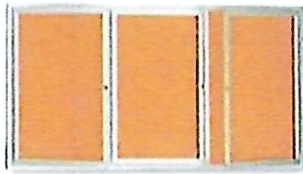
Updates posted on FB:
[facebook.com/
ApalachicolaPublicLibrary](https://facebook.com/ApalachicolaPublicLibrary)



For All Activities: Klds 8 & under must
be accompanied by an adult.

Did You Know? You can check out a free FL State Park Day
pass (up to 8 people!) with your library card.

Enclosed Outdoor Bulletin Boards with Radius Edge | 2-3 Doors Wall Mount "SwingCase"



Free Shipping

PRODUCT HIGHLIGHTS

- Outdoor Bulletin Boards
- Enclosed Cork Board
- Durable Aluminum Construction Cabinet
- Radius Edge Cabinet Design

[SEE MORE](#)

MULTIPLE OPTIONS

Bulletin Board Finishes



Optional Vinyl Colors



[MANY MORE...](#)

QUANTITY DISCOUNTS

Built to Order

Order today and receive it by June 21 - 30.

From \$843.00

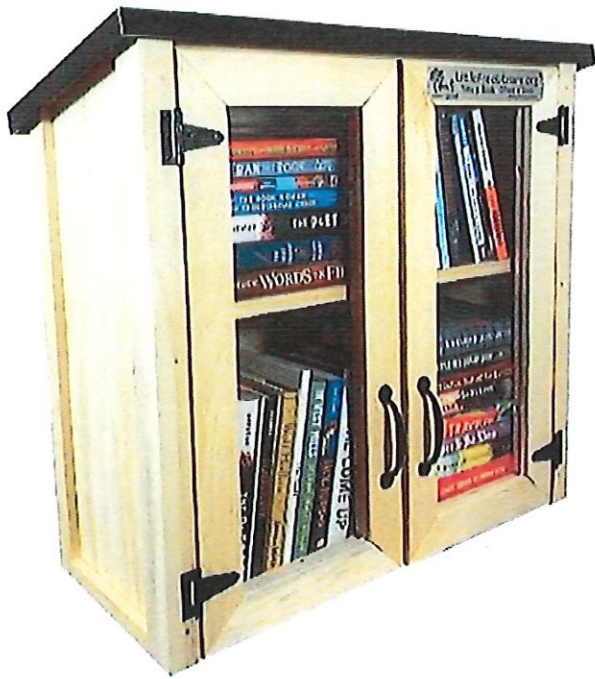
Quantity

2

Choose your size, color, and options when applicable...

[MAKE SELECTIONS](#)

[ADD TO CART \(MAKE SELECTIONS FIRST\)](#)



Double Door Shed Unfinished Little Free Library

\$ 369.95

Select Your Charter Sign Type

Silver ▾

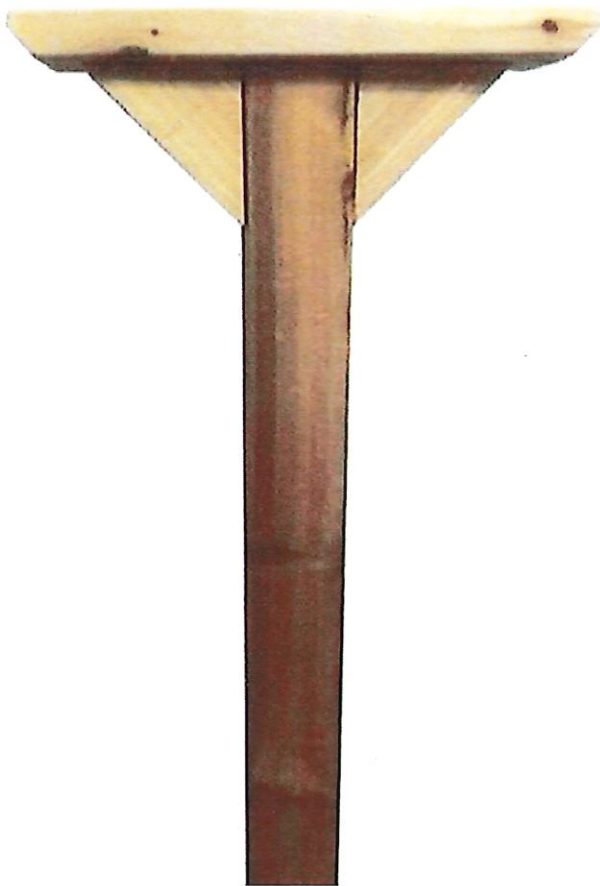
Quantity

x 2

ADD TO CART

♡ ADD TO WISHLIST (273)





Library Post with Topper

\$ 79.95

Quantity

12

ADD TO CART

♡ ADD TO WISHLIST (210)

This is your chance to get everything you need to install a Little Free Library! After you select your [Little Free Library book-sharing box](#), add this library post and topper to your order to make installation a breeze.



July 14, 2022

The Honorable Brenda Ash
Mayor, City of Apalachicola
192 Coach Wagoner Blvd
Apalachicola, FL 32320-2150

Dear Mayor Ash:

Congratulations on your grant Margaret Key Public Library approval through the City Catalyst Grant Program!

The Florida League of Mayors (FLM) and Business Watch (BW) are pleased to inform you that a grant has been awarded to your city in the amount of \$2,500. Your application stood out from the other applications and reflected solid commitment to the citizens you serve.

These funds must be used specifically for the designated purpose(s) by one-year from date of grant. (Please see the attached grant application.) A check (or direct deposit) in the amount of the grant will be sent directly to your city by September 12, 2022.

Recognition for City Catalyst Grant recipients will be provided during the Florida League of Mayors Business Meeting on Thursday, August 11, 2022, at 10:00 a.m. ET at The Diplomat Hotel in Hollywood, Florida. This meeting is being held in conjunction with the Florida League of Cities Annual Conference, August 11-13, 2022, at The Diplomat Hotel in Hollywood, Florida. We encourage your attendance and participation in this recognition ceremony. However, if you cannot attend, would you be able to send someone on your behalf? FLM staff will be in touch prior to the August 11th recognition ceremony to confirm participation and get pertinent information on participants.

We would also like to make a formal presentation in your city, where the public and media can see the value of the activity(s) this grant will provide to enhance the lives of your citizens. The FLM and BW staff will be in touch to coordinate these arrangements, following the Florida League of Cities Annual Conference.

We would like to capture your compelling stories of how this grant award was used to improve your community and the lives of your citizens! We will be featuring stories of our grantees on our website and through Florida League of Cities and Business Watch publications. Please share your photos, new releases or any other press events surrounding these projects with Linda Bridges, Assistant Executive Director, Florida League of Mayors – lbridges@flcities.com.

Again, congratulations on this recognition of your important efforts. We look forward to working with you during the coming year!

Sincerely,

C. Scott Dudley
Executive Director
Florida League of Mayors

Beth Rawlins
President
Business Watch

ORDINANCE NO. 2022-01

AN ORDINANCE OF THE CITY OF APALACHICOLA, FLORIDA AMENDING ORDINANCE NO. 2015-01 REGULATING AND PROHIBITING THE EMISSION OF HARMFUL NOISE; DECLARING SAID NOISES TO BE DETRIMENTAL TO THE PUBLIC HEALTH, COMFORT, CONVENIENCE, SAFETY, WELFARE AND PROSPERITY OF THE RESIDENTS OF SAID CITY; ESTABLISHING AND DEFINING CERTAIN TERMS; ESTABLISHING AND PROVIDING FOR CERTAIN EXCEPTIONS; PROHIBITING THE MAKING, CAUSING OR ALLOWING OF SAID NOISES WHICH CAUSE A NOISE DISTURBANCE OR EXCEED CERTAIN SOUND LEVELS; PROVIDING FOR TECHNIQUES TO BE USED IN MEASURING LEVELS OF SAID NOISE AND THE ESTABLISHMENT OF SAID LIMITS; PROVIDING FOR PENALTIES; PROVIDING FOR ADDITIONAL CIVIL REMEDIES AND CITATIONS; PROVIDING FOR THE REPEAL OF ANY ORDINANCE OR PARTS THEREFROM IN CONFLICT HEREWITH; PROVIDING FOR SPECIAL PERMITS; PROVIDING FOR APPEALS OF SPECIAL PERMITS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the making and creation of excessive and unusually loud noises within the City of Apalachicola, Florida, is a condition which has existed for some time; and

WHEREAS, said noises and the amount, intensity, duration and vibration of said noises are increasing within the area of said City as population, industry and tourism grows; and

WHEREAS, the making and creation of said noises are prolonged, unusual and unnatural in their time, place and use and effect and are a detriment to the public health, comfort, convenience, safety, welfare and prosperity of the residents of said City; and

NOTE: ~~Struck through~~ language is language proposed to be deleted, Underlined language is amended language, and * represents sections that have been skipped and that remain unchanged.**

WHEREAS, as a matter of legislative determination and public policy, the City Commission of the City of Apalachicola finds it in the public interest for the provisions and prohibitions hereinafter contained to be enacted; and

WHEREAS, it is further declared that the provisions and prohibitions hereinafter contained and enacted are in the pursuance of and for the purpose of securing and promoting the public health, comfort, safety, welfare and prosperity of the inhabitants of said City of Apalachicola; and

WHEREAS, it is the intent of this Ordinance to prohibit the use or operation of any radio receiving set, "boom box," musical instrument, television, phonograph, tape or compact disc player, loudspeaker or any other device for the production or reproduction of sound in such manner as to cause a noise disturbance; and

WHEREAS, it is the intent of this Ordinance that it shall work harmoniously with existing ordinances and valid state statutes regulating noise emissions and shall be an additional regulation to any such pre-existing ordinances and statutes; and

~~**WHEREAS**, it is the intent of this ordinance to repeal all ordinances or parts thereof in conflict with this ordinance and provide a valid procedure for enforcement; it is the intent of this ordinance to amend Ordinance No.: 2015-01; and~~

WHEREAS, it is not the intent of this Ordinance to interfere with the individual rights to freedom of speech or religion.

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

ARTICLE I. NOISE

Section 1. Terminology; Definitions. All terminology used in this article not defined below shall be defined according to applicable publications of the American National Standards Institute (ANSI) or the American Society for Testing and Materials (ASTM) or their successor bodies.

A-weighted sound level (dBA): The sound pressure level in decibels as measured on a sound level meter

using the A-weighted network. The level so read is designated, 'dBA."

C-weighted sound level (dBC): The sound pressure in decibels as measured on a level meter using the C-weighted network. The level so read is designated as, "dBC"

Ambient Noise: The surrounding or steady background noise in a particular location as distinct from the specific noise being measured.

Commercial Area: Land used primarily for the sale of merchandise or goods, or for the performances of a service, or for office or clerical work.

Construction activity: Any site preparation, assembly, erection, substantial repair, alteration, or improvement of realty, whether publicly or privately owned, and whether above ground or below ground.

Decibel (dB): The practical unit of measurement for sound pressure level; the number of decibels of a measured sound is equal to twenty (20) times the logarithm to the base ten (10) of the ratio of the sound pressure of the measured sound to the sound pressure of a standard sound (twenty (20) micropascals; abbreviated "dB."

Emergency: Any occurrence or set of circumstances involving actual or imminent physical trauma to human beings or living creatures or property damage which necessitates immediate action.

Emergency Work: Any work performed for the purpose of preventing or alleviating the physical trauma or property damage threatened or caused by fill. emergency, including work necessary to restate property to a safe condition following and emergency.

Industrial Area and Commercial Seafood Area: Land use which is primarily for manufacturing, processing (including commercial seafood operations), or an airport.

Multifamily Dwellings: a building designed or used exclusively for residential occupancy by two (2) or more families.

Noise: Any sound which annoys or disturbs humans or causes or tends to cause an adverse psychological effect on humans. "Noise" includes low frequency vibrations, such as caused by amplifications of bass instrumental sounds.

Noise Disturbance: Sound which (a) is or may be harmful or injurious to the health or welfare of a person with normal, sensitivities, or (b) significantly interferes with the enjoyment or normal conduct of life, property or outdoor recreation, or (c) causes noise pollution.

Noise Pollution: shall mean the presence of noise in an excessive or disturbing amount or of such duration, wave frequency or intensity as to be injurious to human or animal life or property.

Park Land: Land that is used primarily for public recreational activities.

Person: Any individual, natural person, public or private corporation, firm, association, joint venture, partnership, or any other entity whatsoever or any combination of such, jointly and severally.

Public Right-of-Way: Any street, avenue, boulevard, highway, sidewalk or alley or similar place normally accessible to the public which is owned or controlled by a governmental entity.

Public Space: Any real property or structure thereon normally accessible to the public which is owned or controlled by a governmental entity.

Pure Tone: Any sound which can be distinctly heard as single pitch or a set of single pitches. For the purposes of measurement, a pure tone shall exist *if* the one-third octave band sound pressure level in the band with the tones exceeds arithmetic value the sound pressure levels of the two (2) contiguous one-third octave bands by five (5) dB.

Real Property Line:

- (a) The imaginary line including its vertical extension that separates one parcel of real property from another; or
- (b) The vertical and horizontal boundaries of a dwelling unit that is one unit in a multi-dwelling-unit building.

Receiving Land: Land area neighboring or in the vicinity of a sound source and on or at which the sound emanating from the sound source is audible to the normal human ear.

Residential: Land use that is primarily for living and sleeping or park land or hospitals or schools or nursing homes or the individual plots within a mobile home park assigned by the owner of the park or any land use that is not commercial or industrial.

Short Durations: Any sound with a duration of less than one minute.

Sound: An oscillation in pressure, particle displacement, particle velocity or other physical parameter, in a medium with internal forces that causes compression and rarefaction of that medium. The description of sound may include any characteristic of such sound, including duration, intensity and frequency.

Sound Analyzer: A device for measuring the octave band level of a sound as a function of frequency.

Sound Level: The weighted sound pressure level obtained by the use of a metering characteristic and weighting A, B, or C as specified in the American National Standards Institute specifications for sound level meters ANSI S1.4-1971, or in successor publications. If the weighting employed is not indicated, the CA-weighting shall apply.

Sound Level Meter: An instrument which includes a microphone, amplifier, RMS detector, integrator or time average, output meter, and weighting networks used to measure sound pressure levels. The output meter reads sound pressure level when properly properly calibrated, and the instrument is of type 2 or better, as specified in the American National Standards Institute. publication S1.4- 1972 or its successor publication.

Sound Pressure: The instantaneous difference between the actual pressure and the average or barometric

pressure at a given point in space, as produced by the presence of energy.

Sound Pressure Level: Twenty (20) times the logarithm to the base ten (10) of the ratio of the RMS sound pressure to the reference pressure of twenty (20) micronewtons per square meter ($20 \times 10^{-6} \text{N/m}^2$) ($20 \times 10^{-6} \text{ (N/m}^2\text{)}$). The sound pressure level is expressed in decibels.

Section 2. **Area of applicability.** This article shall be applicable to and embrace all areas within the City limits of the City of Apalachicola.

Section 3. **Exceptions.** The following activities or sources are exempt from the requirements of this article:

- (1) The emission of sound for the purpose of ~~altering~~ alerting persons to the existence of an emergency, or in the performance of emergency work.
- (2) Between the hours of 7:00 a.m. and 11:00 p.m., ceremonial or traditional activities or events, including the sounding of church bells and the normal sounds of organized sporting and cultural events, but specifically not including music or other amplified sounds performed or played at volumes or vibrations that violate standards of this article.
- (3) Operation of equipment or conduct of activities normal to residential or agricultural communities as set forth herein:

	<i>Description</i>	<i>Hours of Operations</i>
(a)	lawn care, soil cultivation, domestic power tools, lawn mowers, maintenance of trees, hedges, gardens, saws and tractors, street sweepers, mosquito fogging, tree trimming and limb chipping and other normal community operations	7:00 a.m. to 10:00 p.m.
(b)	operation of equipment for solid waste and recycling collection in or adjacent to residential uses	6:00 a.m. to 6:00 p.m.
(c)	operation of equipment for solid waste collection in nonresidential locations	4:00 a.m. to 10:00 p.m.

- (4) Operation of manufacturing in areas zoned for such activities and which do not create a noise disturbance on any properties not designated for such activities.
- (5) Usual noises of construction and operation of construction equipment between the hours of 7:00 a.m. to 8:00 p.m.
- (6) Usual engine noises of traffic and motor vehicles on the public right-of-way.
- (7) Single family residential air-conditioning units when in reasonable mechanical condition operating with the standard noise and vibration control systems typically provided by the manufacturer. A unit is presumed to be in reasonable mechanical condition if it meets the noise specifications contained in the Air Conditioning and Refrigeration Institute's ("ARI") Applied Directory of Certified Produce Performance Variable Air Volume terminals. See <http://www.aridirectory.org/ari/vav.php>.
- ~~(8) Properly licensed and zoned commercial establishments serving food and/or beverages within a building as their main operational business purpose that have entertainment located within the confines of their occupied building walls and ceilings with the doors and windows not left open.~~

Section 4. Prohibited Acts. The occurrence of the conditions, acts or omissions as described in subsections (1) or (2) of this section shall constitute a violation of this article. The requirements in any one of said subsections stand alone. Measurements described in subsection (2) shall constitute *prima facie* evidence of a violation of this article. However, such measurements are not necessary for enforcement of this article, *i.e.* neither sound measurements as provided in subsection (2) nor any other type of sound measurements are necessary to prove a violation of subsection (1) of this section.

(1) *Noise Disturbance.* Notwithstanding any other provision of this article, and in addition thereto, it shall be unlawful for any person to make or continue, or cause to permit to be made or continued, any noise disturbance, as defined in Section 1.

(a) *Standards.* The standards to be considered in determining whether a violation of subsection (1) of this section exists may include but shall not be limited to the following:

1. The volume of noise.
2. The intensity of the noise.
3. Whether the nature of the noise is usual or unusual.
4. The volume and intensity of the ambient noise, if any.
5. The proximity of the noise to residential sleeping facilities.
6. The nature and zoning of the area from which the noise emanates.
7. The nature and zoning of the receiving land.
8. The time of the day or night the noise occurs.
9. The duration of the noise.
10. Whether the noise is produced by a commercial or noncommercial activity.

(b) *Enforcement.* Enforcement does not depend on any minimum number of standards being met. This Ordinance shall be enforced by the Apalachicola Police Department and/or City Code Enforcement Official.

(c) *Persons Affected.* Persons affected may include residents, passersby, property owners, law enforcement or code enforcement officials.

(2) *Maximum Permissible Sound Levels.*

(a) *Sound* No person shall operate or cause to be operated, from any source, sound which, when measured at the property line of the property across the street adjacent to where the sound is being generated, exceeds:

1. Sixty (60) dBA or Seventy (70) dBC during the hours between 7:00 a.m. and 10:00 p.m. ~~at the property line of the noise source.~~
2. Fifty-five (55) dBA or Sixty Five (65) dBC during the hours between 10:00 p.m. and 7:00 a.m. ~~at the property line of the noise source.~~
3. Sixty-five (65) dBA or Seventy five (75) dBC ~~if the receiving land is a~~ in a commercial area.
4. ~~Eighty (80) dBA if the receiving land is industrial.~~ Seventy (70) dBA or Eighty (80) dBC in industrial and commercial seafood areas.

(b) *Correction for Character of Sound* For any source of sound which emits a pure tone, the maximum sound level limits set forth in subsection (2)(a) shall be reduced by five (5) dBA or dBC if heavy bass content is present. For any source of sound which is of short duration and is non-repetitive, the maximum sound level limits set forth in subsection (2)(a) shall be increased by ten (10) dBA or dBC if heavy bass content is present from 7:00 a.m. to 10:00 p.m.

(c) *Correction for Ambient Noise*. Corrections for ambient noise should be made in accordance with applicable ASTM standards.

(d) *Methods of Measurements*.

1. The measurement of sound shall be made with a decibel or a sound level meter operating on the A- or C-weighted scale, as applicable, of any standard design and quality meeting the standards prescribed by the American National Standards Association. The instruments shall be maintained in calibration and good working order. Measurements recorded shall be taken so as to provide a proper representation of the sound source. The microphone used during measurement shall be positioned so as to not to create any unnatural enhancement or diminution of the measured sound. A wind screen for the microphone shall be used when required. Traffic, aircraft, and other background ambient sounds shall not be considered in taking measurements except where such ambient sound interferes with the primary noise being measured.
2. If heavy rhythmic bass tones are present, the dBC scale and limits will be applicable. Otherwise, the dBA scale and limits will be applicable.
3. The measurement shall be made ~~at or beyond the real property line of the property on which such sound is generated or on the receiving land,~~ across the street adjacent to the property where the sound is generated, as appropriate, approximately five (5) feet above ground.

Section 5. Enforcement and Penalties. Any person or entity violating any of the provisions of this article shall be prosecuted in the same manner as misdemeanors are prosecuted. Such violations shall be prosecuted in the name of the State of Florida in a court having jurisdiction of misdemeanors by the prosecuting attorney thereof and, upon conviction for the first offense shall be punished by a fine not

to exceed Two Hundred and fifty dollars (\$250.00) (~~\$50.00~~); and up to Five Hundred dollars (\$500.00) for any repeat offense. ~~for the second offense, shall be punished by a fine not to exceed one hundred fifty dollars (\$150.00); and for the third offense and thereafter, shall be punished by a fine not to exceed two hundred fifty dollars (\$250.00) or by imprisonment in the county jail not to exceed sixty (60) days or by both such fine and imprisonment. Each incident or separate occurrence of an act that violates this article shall be deemed a separate offense.~~

Section 6. Civil Remedies. and Citations. In addition to the criminal penalties provided in Section 5 above, the City Commission of the City of Apalachicola is authorized to institute any appropriate action or proceeding, including suit for injunctive relief, as may be necessary, in order to prevent or abate violations of this article. Citations may also be issued to enforce this article as provided by other Ordinances authorized by the City of Apalachicola.

Section 7. Special Permits. Special permits for prospective activities that will exceed the maximum permissible noise levels permitted by this section may be obtained by completed application to the City ~~Manager Administrator~~ or her/his designee. The special permit shall specify the permissible sound levels measured by dBA or dBC as applicable, the time permitted and location where the prospective activity will occur. Such special permit shall not be unreasonably withheld so long as the prospective activity will not adversely affect the health, safety and welfare of nearby residents. The administrative determination shall be made within ten (10) business days of application, or the subject activity shall be deemed permitted.

Section 8. Appeals. Any All appeals of the decision made by the City Manager as to issuance or denial of a Special Permit ~~person denied a Special Permit~~ must be filed within 20 days of such decision in the form of ~~may file~~ an administrative appeal to the City Commission.

Section 9. Severability. . If any section, sentence, clause, phrase or provision of this Ordinance

is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not be construed as to render invalid or unconstitutional the remaining provisions of this Ordinance.

Section 10. **Effective Date.** This Ordinance shall take effect immediately upon adoption by the City of Apalachicola, Florida.

First Reading on :
Second Reading and Adoption on :

ATTEST: City Commission of the
City of Apalachicola, Florida

By: _____
Deborah Guillotte, City Clerk

By: _____
Brenda Ash, Mayor

APPROVED AS TO FORM:

By: _____
Daniel W. Hartman, City Attorney

City Manager Updates

Hurricane Ian Preparation: I met with Mayor Ash and City Department heads to discuss preparations for Hurricane Ian when models presumed the storm could impact our area. Public Works began focusing on preparing the stormwater system for large amounts of rainfall. Wastewater Department prepared the WWTP for the same. The Water and Wastewater Field Crew checked (and repaired when necessary) the generators at the wells and lift stations, in addition to other preparations for the storm. Although we later learned that the storm path changed, staff continued to prepare for any impact we could see.

Battery Park Marina: The kiosk has been installed and was in the process of being activated when storm preparation delayed it. The kiosk was removed and taken to Public Works and will be reinstalled next week. We expect that it will be activated next week and boat ramp fees and overnight camping fees will be paid in that manner beginning at that time.

Photographs: Bree and I took photographs of all City properties in preparation for Hurricane Ian. We instituted a program by which these photographs will be updated prior to hurricane season every year for insurance and FEMA reimbursement purposes.

Finance Director – Mark Gerspacher

City Commission Meeting –October 4, 2022 – 4:00pm

1. 2022 – 2023 Budget

The 2022-2023 budget was passed on September 27, 2022. The resolution for the millage rate and ordinance for the budget have been submitted to the property appraiser's office. All documentation that is required for the TRIM process is being submitted to the State. It is due by October 15.

2. Continuing Engineering

Contracts for the firms selected from the Continuing Engineering RFQ were mailed out and all but 2 have been received back. The other two were delayed by the storm this week and one the firms relocating to a new office.

Grant Updates – Bree Robinson

City Commission Meeting – Tuesday, September 6, 2022

1. Florida Department of Transportation – SCOP Grant Application – Leslie Street

City Commission passed Resolution 2022-01 on 2/23/22 for the City of Apalachicola to apply for funding for Leslie Street. Application was submitted electronically on 3/4/22. The City requested \$610,169.30 to remedy the underground issues, resurfacing the entire street length, and for new road signs based off engineer's estimate and recommendations.

AWARDED! – City was awarded the full amount for Leslie Street! This funding window begins July 1, 2023, and ends June 30, 2024. We will take steps to make sure this work can be completed ASAP.

2. DEO Rural Infrastructure Fund – Drainage Basin Analysis Phase II + Camera Work of Stormwater Lines

An application requesting \$300,000 with no local match from the DEO Rural Infrastructure Fund was submitted on 8/31/22. The application was for the Phase II of a Drainage Basin Analysis that began in 2018. This \$300,000 grant proposal would fund an analysis of the drainage basins that border Apalachicola River and Bay. The proposal also includes funding to begin camera-work of the stormwater lines in the phase I, as recommended in that report. (We have to survey the damage before we can move forward on repairs.) The grant asks for \$110,000 for the analysis and mapping (per engineer estimate), \$5,000 for public education (grantors like to see we are promoting our message/work), \$24,000 in admin, and \$161,000 in camera-work for the phase I drainage basin area. This is a total of \$300,000 and there is no required local match.

Basins 11 and 3 were covered by the 2018 grant. This grant application would address the following basins: 1, 2, 4, 5, 6, 7, 8, 9, 10, 12-19. (MAP ATTACHED!) - **APPLIED**

3. Firehouse Subs Public Safety Foundation – Hurst Rescue Tools “Jaws of Life”

An application requesting \$34,065.00 for Jaws of Life rescue tools for the Apalachicola Volunteer Fire Department was submitted online 4/7/22. These tools were a request from the VPD and will aid them in their efforts. If funded – the grant program will handle ordering, etc. No match required. **DENIED & REAPPLIED 7/7** in the amount of \$36,795.00, as cost of materials went up. - Waiting for updates, have been advised that most projects are funded by Firehouse Subs after 3 complete applications. Will keep submitting.

4. *Water Treatment Plant Improvements - Rural Infrastructure Fund – DEO FY 21/22*

FUNDED! Application submitted electronically on 5/26/22 to the RIF program through DEO for fiscal year 21/22. City applied for \$150,000 for engineering services that are going to be needed as we navigate the Potable Water Consent Order and will set us up to apply for more funding down the line. City was FUNDED for \$147k.

Funded:

- Evaluation of Existing Conditions
- Enhanced Sampling Plan, Hydraulic Modeling, and Treatability Studies
- Alternatives Analysis
- Facilities Plan Report

Continuing Services Agreements with Engineers are in the works and advertised. Will award project after this process.

5. *Library Improvements – Signs/Little Libraries - Florida League of Mayors 2022 City Catalyst Grants*

Application submitted electronically 6/2/22 on behalf of the Apalachicola Margaret Key Public library. Requested the max ask of \$2,500 to purchase two lockable display billboards and two "Free Little Library" setups. The lockable displays are to be placed on the façade of the library. These displays will be used to post public events, library programs, etc. The little library setups will be used for the library to join the Free Little Library program, as the goal is to place these the greenspaces/parks around Apalachicola. – **FUNDED!** Waiting to receive funds.

6. *City of Apalachicola Old City Hall Structural Repair – Special Categories DOS*

Application submitted electronically 5/31/22 for structural repairs for the Old City Hall building. (Middlebrook Building) Amount requested was \$395,000 with an in-kind match of \$98,750 for a total project budget of \$493,750. The goal of this application is to secure funding to complete the Old City Hall Renovation and support the ongoing repairs funded through the NPS grant. The purpose is to stabilize the building, by proposing to install an interior rigid steel frame to provide the structural integrity of the building exterior masonry and support the historic second floor wood frame. – **Applied - Waiting for updates.**

7. *CPTA Community Planning Technical Assistance Grant Program – DEO*

Application submitted 4/1/22 for updates to our local comprehensive plan as well as complete Phase 2 of the Apalachicola Areas of Critical State Concern Work Plan. If granted, grantee shall analyze the City of Apalachicola's current local comprehensive

plan and present required and recommended update to the City Commission considering resiliency. These ideas will be vetted through community engagement and based on feedback received from the community and City Commission, final amendments to the local comprehensive plan will be prepared for public hearing and subsequent transmission to DEO. The City will also undertake Phase 2 of the Areas of Critical State Concern Work Plan by updating the infrastructure project list and conducting project scoping and economic analysis for priority projects in preparation for the funding available through the Bipartisan Infrastructure Act as well as other state and federal grant opportunities. - **AWARDED!!!** Waiting for agreement. Have been answering questions on scope for agreement.

8. Florida Fish and Wildlife Conservation Commission – Florida Boating Improvement Program – Bay Avenue Seawall Construction

Full application submitted to FWC on 4/1/22 requesting \$257,267 with a \$28,000 (budgeted) City contribution to complete the Bay Avenue Seawall project. The Bay Avenue Seawall has large cracks and structural damage. The City of Apalachicola previously worked with Dewberry Engineers to create engineered construction plans for the project (2017) – with these plans in hand we applied for the construction phase of the Bay Avenue Seawall project.

- Attended a panel on 6/28 to go over any final questions with the FWC panelist. We are in the running to be funded, but there are several other large projects also in the running. Past year awards seem to award one large project and then a number of smaller projects.
- **NOT FUNDED! I spoke with the FWC FBIP Program Manager and while we were a contender, we did not make the cut off for funding. There was a large project that swallowed up the majority of the FBIP funding. We were advised to re-submit next year for the same project and that is the City's intent, unless another funding source for repairs comes available.**

9. Department of Historical Resources African American Cultural and Historical Grants – Apalachicola African-American History Museum

Awarded \$1million with a \$250k match from the City for a new construction museum next to Holy Family.

- Due to rising construction costs, the project scope has been changed from a 2-level, 2,500SQF footprint building to a 1-level 2,000SQF building with elevated ceilings. Priorities include:
 - High Security
 - Storage Room
 - Office Space
 - Breezeway to Holy Family
 - Greeting Station/Small Gift Shop Area

- ADA Accessible Bathrooms
- Controlled Lighting for Exhibits
- Building with Room for Add-On at later date
- **FUNDED!** Have submitted the project work plan and budget for the agreement draft from DOS. 8/25

10. HMGP – Backup Generator for Vacuum Station (108 Avenue F)

Grant application was submitted for \$170,000 for a new backup generator. (Current in use is too small for need.) Had to apply for a portable generator instead of stationary, as they will not fund for a stationary one in a flood zone. Multiple RFIs (requests for information) were received and answered. **Still waiting for updates.**

11. Leslie Street - FEMA

APPEAL DENIED!

Will be covered by FDOT SCOP project.

12. National Park Service Hurricane Michael Repair/Mitigation - Grants for Repair and Restoration of the Montgomery Cotton Warehouse (Old City Hall) and the Harrison-Raney Cotton Warehouse (HCA)

Old City Hall – RFP's for contract work being drafted and will be issued soon.

HCA –RFP's for contract work being drafted and will be issued soon.

\$ First deliverables have been met and are in the process of being reimbursed! \$

13. Grants Update -

- a. **FDOT City Landscaping** – City was reimbursed for \$193k landscaping costs after FDOT inspection and reimbursement package sent in. Landscaping and maintenance have been “completed.”
 - i. There were issues with the grass drying out during the maintenance period, Gaskin to extend maintenance and re-plant as necessary per our contract and their warranty. **Re-plant happening soon – Dan is in contact.**
- b. **CDBG-DR Infrastructure** – Avenues Stormwater Repair Project is moving forward. Engineer Procurement and design will need to be secured and created along with environmental review and clearance, then we are

scheduled to bid out and begin construction in November. ALL policies needed have been completed!

- c. **CDBG-DR Hometown Revitalization** –Riverfront Revitalization and Hill Community Revitalization projects: City in environmental exemption process on administrative and engineering services. ALL policies needed have been completed!
 - Hill Community (M0033): CENST approval memo was issued by DEO on July 14, 2022. The city is currently working on the RFQ for engineering procurement. Once an engineer is on board, we'll be able to confirm scope of work and begin environmental review.
 - Riverfront (M0034): CENST approval memo was issued by DEO on July 14, 2022. The city is currently working on the RFQ for engineering procurement. Once an engineer is on board, we'll be able to confirm scope of work and begin environmental review.
- d. **HMGP Emergency Generators** – Received and signed Release of Funds forms for CDBG-DR DEO match – HMGP has funded the generators and agreement signed. HMGP admin bidding was advertised and has closed. Advertised in The Democrat per MSA paper standards from DEO.
- e. **HMGP Market Street Vacuum Station** - Received and signed Release of Funds forms for CDBG-DR match – HMGP has funded the generators and agreement signed. HMGP admin was advertised and has closed. Advertised in The Democrat per MSA paper standards from DEO.
- f. **Michael FEMA Projects Updates**
 - i. **Bodiford** - BODIFORD PLANS COMPLETE! Waiting for exemption for permits from FEMA to be reviewed.
 - ii. **Scipio** – Designs from Dewberry draft complete – waiting for full. Waiting for scope verification from FEMA to bid out.
 - iii. **Alleyway Repairs** – Alleyway: 3, 7, 9, 8, 10, 11, 6, 2, 5, 12, 4 Crushed Shells to be replaced. Extensions requested for all FEMA projects – extension granted.
 - iv. **Old City Hall and HCA Contents loss** – Ordering replacement items from loss. (Funding already received – just needs to be ordered and receipts turned in.) Partially ordered – postponing ordering of remaining items until back room flooring of City Hall complete to place items in.
 - v. **Lafayette Park** – Boardwalk work and lighting donation have been COMPLETED! It appears that we were supposed to be exempt from permits for this work per engineer opinion, since there was no in-water repairs, but we are waiting for USACE and DEP to confirm this with FEMA before this project can close out and Bodiford and Scipio can begin.

- vi. **Hurricane Sally** – Almost all Sally projects are completed and finalized. Uploading receipts to finish.
- g. **DEP – WWTP Tank Cleaning** –WORK COMPLETED! Filed for reimbursement of funds, \$116k, on 7/24/22. Check received 8/16. Project closed out.
- h. **Department of Historical Resources 2023 Small Matching Grant – Black History Trail. FUNDED!** Docs for agreement in progress.

14. DEP Applications – Resilient Florida + Water Restoration Assistance - WWTP & Vulnerability Study

WWTP-

Grant #2 is an application for the WWTP totaling \$14 million - the City of Apalachicola was approved for the full \$14 million for new equipment and relocation. DEP contacted us and let us know we had 2 duplicated grant efforts both submitted to them. Both are for the WWTP – and combined could cover the entire WWTP Project costs, headworks and all. DEP has agreed, with some preliminary efforts to ensure the scope and pricing are as they should be.

- Scope of works for both efforts are in progress! Cost breakdown below:
- DEP requested several documents to send out agreements – documents supplied. Still ongoing.
- Have been notified that Continuing Services Agreements can be use for both efforts if correct for CFR Compliance – Waiting for bids to close for Engineering. **(Due 8/5, Finance Director is handling this procurement.)**

COST: The Total Estimated Cost of this Project is \$18,927,391. The anticipated funding breakdown is for FDEP to fund approximately \$5,551,875, and FDEP-SRF to fund \$13,375,516.

Vulnerability Study-

Grant #1 Vulnerability Study – FUNDED! Documents requested for agreement to be drafted – in progress.

15. USDA Water Street Sidewalk and Lighting –

Staff review from USDA is complete! Pre-construction meeting took place 8/16 and all requested documents were provided. Construction by CWR Contracting, Inc. is in progress!

16. Coronavirus State and Local Fiscal Recovery Funds (SLFRF) – American Rescue Plan

The City formerly made application to the SLFRF program and received an award of \$1,179,010.00. The City has received half of this allocated amount and will receive the second half after spending the first deposit. City has elected to receive "standard allowance" for government services.

Dates:

- » Funds must be obligated by December 31, 2024
- » All expenditures must be complete by December 31, 2026

American Rescue Plan Info:

- Electing the "standard allowance" to spend on government services
 - Government Services generally include any service traditionally provided by government unless Treasury has stated otherwise. Here are some examples:
 - Construction of schools and hospitals
 - Road building and maintenance and other infrastructure
 - Health Services
 - General Government administration, staff, and admin facilities
 - Environmental remediation
 - Provision of police, fire, and other public safety services, including purchase of vehicles
 - **However, these funds may not be used for a project that conflicts with or contravenes the purpose of the American Rescue Plan Act statute (uses of funds that undermine COVID-19 mitigation practices in line with CDC guidance and recommendations)**
 - All projects MUST follow 2CFR procurement.
 - No construction of the following:
 - New correctional facilities as a response to an increase in rate of crime. New congregate facilities to decrease the spread of COVID 19 in the facility. Convention centers, stadiums or other large capital projects intended for general economic development or to aid impacted industries.
- Funds cannot be used for payments for debt services or replenishing rainy day funds.

All information included in this report is accurate as of August 31, 2022 at 3:00pm. After that time, information is subject to change. If you have any questions, please send them to brobinson@cityofapalachicola.com!

ATTORNEY REPORT

TO: City Commission, City of Apalachicola
FROM: Daniel W. Hartman, Esq.
DATE: October 2022
SUBJ: City Attorney Report for Commission Meeting

1. Supplement to Procurement Policy

Under Old Business on the Agenda we have a draft of Policy 2022-02 intended to supplement the existing City CDBG procurement policy. Specifically, it is intended for use when procuring products or services not related to the City's Community Development Block Grant Program.

2. Encroachment Policy/Grace Period

I would ask the Commission to provide any remaining guidance as to a proposed grace period policy designed to deal with encroachment into City right-of-ways (ROWs). Specifically on the following questions:

- a. Duration – (1, 2 or 3 years?)
- b. Application (Streets, alleys, other?)
- c. Type (Sheds, fences, landscaping, hardscape, primary structures, other?)
- d. Action (remedy or receive encroachment agreement by end of grace period)
- e. Conditions (require owners to register in order to take advantage of grace period, other?)

Once the Commission elects to proceed with a draft policy and I have guidance on these issues I will finalize a draft for review at the November 2022 meeting.

MINUTES OF THE BUDGET WORKSHOP OF THE APALACHICOLA CITY COMMISSION HELD
TUESDAY, AUGUST 16, 2022, 4:00 PM AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT: Mayor Brenda Ash
Commissioner Anita Grove
Commissioner Despina George
Commissioner Donna Duncan
Commissioner Adriane Elliott
Travis Wade, City Manager
Deborah Guillotte, City Clerk

CALL TO ORDER

Mayor Brenda Ash called the meeting to order.

PUBLIC COMMENT

Public comments consisted of the following: 1) salaries increases; 2) spreadsheet calculations not accurate need updated; 3) tree reforestation fund; 4) drinking water budget increase; 5) maintenance in alleys, r-o-w's; 6) storm drain maintenance increase; 6) budget for parks and recreation increased – allocate monies from the park rentals. Mr. Wade stated that the monies received for the use of the garden boxes, is used to re-build the garden boxes when needed; 7) fire hydrants needed; 8) Scipio Creek repairs needed; and 9) millage rate.

BUDGET WORKSHOP

Finance Director, Mark Gerspacher reviewed the salary survey; increases and cost of living increases. General and Enterprise fund revenues outlined. Department expenses were outlined. Mr. Gerspacher answered questions from the Commission on the first proposed budget.

Library Director, Lucy Carter requested that 1 part-time position be added and discussed donation monies paid to the library and where they would be placed.

The Commission requested that Mr. Wade and Mr. Gerspacher provide the following for the next workshop: 1) proposed fee schedule; 2) millage rate at the roll back rate 8.3457, and hold rate of 9.001; 3) salary study, calculate at bring to minimum and hybrid side by side view; 4) new automobiles – pull current auto schedule and review; 5) review budget and make cuts if

possible; 6) library donations and reforestation carry overs from previous budgets to current budget each year; 7) accounting income for the current fiscal year, capital improvements and projects, make sure they are accurate and which projects have not been completed so they can be carried over into the current budget; 8) remove lobbyist payment out of ARPA funds; 9) add increase of general and employee insurances; 10) maintenance of right of way and stormwater issues; and 11) add city clerk new trainee, public works (contract/salary) and grant writer positions salary to the budget.

Workshop schedule as follows: Budget Workshop on August 30th at 5pm; Budget Hearing and Special Meetings on September 7th at 5:01; and Final Budget Hearing on September 21st at 5:01.

ADJOURNMENT

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

Brenda Ash, Mayor

Deborah Guillotte, City Clerk

MINUTES OF THE WORKSHOP MEETING OF THE APALACHICOLA CITY COMMISSION HELD TUESDAY, AUGUST 30, 2022, 5:00 PM AT THE APALACHICOLA COMMUNITY CENTER.

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

Travis Wade, City Manager
Deborah Guillotte, City Clerk

CALL TO ORDER

Mayor Brenda Ash called the workshop meeting to order.

Librarian Lucy Carter spoke on the library donations and library salaries. Chief Bobby Varnes spoke about salaries and the proposed salary survey.

Public comments consisted of the following: 1) salaries and pay raises per the salary survey; 2) employee cell phones; 3) employee evaluations; 4) making parks and recreation separate line on the budget; 5) street names not being identified; 6) city's lobbyist; and 7) support of giving the employees raises and pay increases if earned.

Mayor Ash addressed the public.

Finance Director Mark Gerspacher reviewed and explained the difference between the minimum, hybrid, and tenure salaries for the salary survey. Revenues and expenses (deleted and added items) were outlined and discussed. Discussed vehicles with optional payment plans; building and code enforcement fee schedule (ICC rate); removed the rental fee from Franklin Square; utility fees will increase 3%; and the solid waste contract fees will be updated.

Commissioner Adrian Elliott suggested making a rate change for city property rental on the fee schedule by the actual event being held (birthdays, weddings, etc.) and charge by event instead of daily rates. Commissioner Elliott stated we have APRA funds of \$242,000 for the seawall at Battery Park, and that the Battery Park fund has approximately \$172,000. She suggested we do the electrical repairs at Scipio Creek/Millpond with the ARPA money. In the meantime, move forward using Battery Park monies and get the engineering done for the seawall repair, and re-apply for the FWC boating improvement grant for the seawall to finish the rest of the repairs. Commissioner Elliott stated she is in favor of the tenure salary increase.

Commissioner Anita Grove inquired about the guide fisherman yearly launching fee and asked to make sure this is in fee schedule. Fire department radios need to be added to the budget. Discussed salaries and evaluations, stating evaluations need to be implemented ASAP. City needs to implement a re-

inspection fee on the building department fee schedule. Commissioner Grove suggested increasing the sidewalk usage fee by businesses \$100 each for retail and restaurants.

Commissioner Despina George suggested adopting a conservative budget that includes only COLA increases, removing the funds from the salary study, reinstating uncompleted capital improvement projects, and review when our accounting records are up to date and amend if needed.

Mayor Ash verified that the ARPA, Leslie Street repairs need to be removed from the budget. Mayor Ash asked that Mr. Gerspacher and Commissioner George meet and see what they can come up with for better accounting figures. Mayor Ash requested that the building department fill fees be brought in line with Franklin County Building Department and ICC code, and if there is no fee for this in the ICC, that staff use their professional judgment, also to be discussed at a future meeting. It was suggested that the return check fee be increased to \$30 to \$35.

Commissioner George and Finance Director Gerspacher will work on the current budget to see if changes can be made and calculate a 5.5% COLA figure for salaries. Mr. Gerspacher will check on regulations for having the hearing date moved to a later date. We will change the September 7th hearing date, to a budget workshop and get the new dates to the Commission for the public hearing.

ADJOURNMENT

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

Brenda Ash, Mayor

Deborah Guillotte, City Clerk

MINUTES OF THE REGULAR MEETING FOR THE APALACHICOLA CITY COMMISSION TUESDAY, SEPTEMBER 6, 2022, 4:00 PM APALACHICOLA COMMUNITY CENTER.

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

Travis Wade, City Manager
Deborah Guillotte, City Clerk
Dan Hartman, Attorney

CALL TO ORDER

Mayor Brenda Ash called the meeting to order and gave the Invocation, followed by the Pledge of Allegiance.

AGENDA ADOPTION

Commissioner Anita Grove made a motion to adopt the agenda with amendments adding to Unfinished Business, Item 4 - Engineer Continuing Services Contract and New Business, Item 2, Florida Seafood Festival Road Closure. Commissioner Adriane Elliott seconded, and the motion carried 4-0.

PUBLIC COMMENT

Public comments consisted of the following: 1) concerns about fill (dirt/gravel) fees on properties and asking to remove from the fee schedule; 2) post the fee schedule online; and 3) Keep American Beautiful presentation will be at Holy Family Center on September 28th at 5pm.

PRESENTATION: ASHLEY TEAT MEMORIAL PLAQUE

Commissioner Grove presented to Wanda Teat, a plaque in honor of Ashley Ryan Teat, firefighter, and the Chaplain from 1996 through 2022 for the Apalachicola Fire Department. Ashley bravely served the citizens and visitors of Apalachicola with a deep dedication, and commitment. Ashley wore his badge well.

UNFINISHED BUSINESS

1. NOISE ORDINANCE FIRST READING – ATTORNEY HARTMAN

Attorney Hartman read Ordinance 2022 by title:

AN ORDINANCE OF THE CITY OF APALACHICOLA, FLORIDA AMENDING ORDINANCE NO. 2015-01 REGULATING AND PROHIBITING THE EMISSION OF HARMFUL NOISE; DECLARING SAID NOISES TO BE DETRIMENTAL TO THE PUBLIC HEALTH, COMFORT, CONVENIENCE, SAFETY, WELFARE AND PROSPERITY OF THE RESIDENTS OF SAID CITY; ESTABLISHING AND DEFINING CERTAIN TERMS; ESTABLISHING AND PROVIDING FOR CERTAIN EXCEPTIONS; PROHIBITING THE MAKING, CAUSING OR ALLOWING OF SAID

NOISES WHICH CAUSE A NOISE DISTURBANCE OR EXCEED CERTAIN SOUND LEVELS; PROVIDING FOR TECHNIQUES TO BE USED IN MEASURING LEVELS OF SAID NOISE AND THE ESTABLISHMENT OF SAID LIMITS; PROVIDING FOR PENALTIES; PROVIDING FOR ADDITIONAL CIVIL REMEDIES AND CITATIONS; PROVIDING FOR THE REPEAL OF ANY ORDINANCE OR PARTS THEREFROM IN CONFLICT HEREWITH; PROVIDING FOR SPECIAL PERMITS; PROVIDING FOR APPEALS OF SPECIAL PERMITS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Commissioner Grove made a motion to approve first reading of the Noise Ordinance revisions and proceed with the adoption process. Commissioner Despina George seconded, and the motion carried 3-1. Opposed: Commissioner Adrian Elliott

UNFINISHED BUSINESS
2. WELL #5 EXPENDITURE APPROVAL – MANAGER WADE

Manager Travis Wade requested approval for expenditure of Water Well #5 for repairs in the amount of \$28,336.

Commissioner Elliott made a motion to approve the expenditure in the amount of \$28,336 for Well #5. Commissioner Grove seconded and the motion carried 4-0.

UNFINISHED BUSINESS
**3. REQUEST FOR APPROVAL OF WATER SETTLEMENT
CASE AGREEMENTS – ATTORNEY HARTMAN**

1) Attorney Hartman is requesting approval for settlement Agreement in Case #2018 CA 233.

Rob Bennett, and Olivia Monod spoke on behalf of the St. Patrick’s Catholic Church and the flood issues.

In response to a question by Mayor Ash, Attorney Hartman stated that he had just learned of the St. Patrick’s Catholic Church having stormwater issues for the first time tonight. Commissioners George, Grove and Elliott agree to table for further research. Commissioner Elliott suggests having a special meeting on Wednesday, September 14th at 4pm, before the Public Hearing and Special Meeting.

Commissioner George made a motion to table the City of Apalachicola vs Michael Hale Smith, and Richard Hall vs City of Apalachicola until September 14th, at 4pm. Commissioner Grove seconded and the motion carried 4-0.

2) Attorney Hartman reviewed three separate water case agreements from 2014CA00298; 2015CA00015; and 2016CA00246, and requests approval for settlement.

Commissioner George made a motion to approve settlement agreements for cases 2014CA00298; 2015CA00015; and 2016CA00246. Commissioner Grove seconded and the motion carried 4-0.

UNFINISHED BUSINESS

4. ENGINEERING CONTINUING SERVICES CONTRACT

Manager Wade requested approval for the procurement of Engineering Continuing Services Contract. Mayor Ash reviewed the firms and ratings as follows: Baskerville (296); Urban Catalyst (293); Half (290); CDG (268); Kimley-Horn (264) and Dewberry (264). These top six will be who the city is entering into contract with for their services.

Commissioner Grove made a motion to accept the above-mentioned Engineers for a continuing engineering service agreement. Commissioner George seconded and the motion carried 4-0.

1. RESILIENT FLORIDA PLANNING GRANT – COMMISSIONER GROVE

Commissioner Grove recommended the approval to apply for and to approve a letter of intent for a Resilient Florida Planning grant through the Department of Resilience of Coastal Protection and Resilient Florida Implementation grant for a total of \$300,000. There is no match to these grants.

Commissioner Elliott made a motion to approve staff to apply for the Resilient Florida Planning Grant and Resilient Florida Implementation Grant, for a total of \$300,000. Commissioner Elliott for staff to apply for Grant. Commissioner George seconded and the motion carried 4-0.

UNFINISHED BUSINESS

2. FLORIDA SEAFOOD FESTIVAL ROAD CLOSURE

Attorney Hartman read Resolution 2022-05 in its entirety.

A RESOLUTION BY THE CITY OF APALACHICOLA REQUESTING U.S. HIGHWAY 98 BE CLOSED DURING THE PERIOD OF THE FLORIDA SEAFOOD FESTIVAL PARADE ON THE 1st SATURDAY OF NOVEMBER AND AGREE TO ASSIST IN TRAFFIC CONTROL DURING SUCH PERIOD OF RE-ROUTING.

Commissioner George made a motion to adopt Resolution 2022-05. Commissioner Grove seconded and the motion carried 4-0.

VI. MAYOR AND COMMISSIONER COMMENTS

Commission comments consisted of the following: 1) Thanks to Marie Marshall for the lights at Lafayette Park, the Watt's for the name plates and TDC for their partnership in repairs to the gazebo; 2) fill on the fee schedule needs to be resolved; 3) new website should be up and going soon; 4) ACSC work plan – the RFP was executed this month and Southern Group is scheduled to be at the October meeting to talk about the legislative acts and talk on where we go next; 5) Mayor Ash reviewed meetings with DEP, Lisa with Dewberry and EPA about consent orders, violations and reports; 6) get fee schedule up to date using staffs professional recommendations and ICC schedule; 7) thanks to Elinor Mount-Simmons and Mike Cates for cemetery work to have power ran to the pavillion.

VII. CITY MANAGER COMMUNICATIONS

Travis Wade – See Attachment “A”

VIII. GRANTS COORDINATOR COMMUNICATIONS

Bree Robinson - See Attachment “B”

In response to a question by Commissioner Elliott, Mr. Wade stated that we are waiting on an Agreement from Department of Transportation for the repairs to Leslie Street to move forward.

IX. FINANCE DIRECTOR COMMUNICATIONS

Mark Gerspacher – See Attachment “C”

X. ATTORNEY COMMUNICATIONS

Attorney Dan Hartman – See Attachment “D”

XI. CONSENT AGENDA

- A. Meeting Minutes Adoption – July 26, 2022, Workshop; August 2, 2022, Special Meeting; August 2, 2022, Workshop; and August 2, 2022, Regular Meeting Minutes
- B. Planning & Zoning Minutes Confirmation – August 8, 2022

Commissioner Elliott made a motion to adopt the Consent Agenda. Commissioner George seconded and the motion carried 5-0.

XI. DEPARTMENT REPORTS

XII. ADJOURNMENT

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

Brenda Ash, Mayor

Deborah Guillotte, Clerk

City Manager Updates

September 6, 2022

Florida League of Cities Annual Conference: I attended the 2022 Annual Conference August 11 – 13. In addition to sitting through many informative sessions during the conference, I was honored to be a speaker during the “Doing More With Less: Solutions For Small Cities” session. We had an attendance of 166 people and I received some great feedback and made several connections with staff from other cities that I have already reached out to for assistance. Also I was asked to be a speaker at next year’s conference, and was contacted on August 29 and asked to speak at the Florida City and County Manager’s Association’s Winter Institute in February, 2023.

Laffayette Park: The lighting has been completed and the repairs to the pier and the pavilion at the end of the pier have been completed as well. A special THANK YOU should go out to Mrs. Marie Marshall and her organization for funding the repairs and replacement of the lights in the park, as well as the Franklin County Tourist Development Council, who funded the repairs to the pavilion. The lights are scheduled to turn on at dark and turn off at 11pm. They are also scheduled to turn on again at 5:30am.

Magnolia Cemetery: A light pole and meter were installed at the pavilion to power a receptacle for use during funerals (pa systems). Cates Electric volunteered their labor for the project. Special THANK YOU to Elinor Mount-Simmons, who spearheaded this project.

Battery Park: The kiosk for the boat ramp has been delivered and will be installed very soon. Port St. Joe and Mexico Beach have the same kiosk and reported an increase in their revenues from its use. Enforcement of the requirements in the Battery Park Marina Ordinance related to boat ramp fees will begin at the beginning of the 2022-2023 fiscal year. Notifications will be published soon to notify the public of the effective date.

Water/Sewer Field Crew Positions: We have filled the three vacant field crew positions recently.

Grant Updates – Bree Robinson

City Commission Meeting – Tuesday, September 6, 2022

1. Florida Department of Transportation – SCOP Grant Application – Leslie Street

City Commission passed Resolution 2022-01 on 2/23/22 for the City of Apalachicola to apply for funding for Leslie Street. Application was submitted electronically on 3/4/22. The City requested \$610,169.30 to remedy the underground issues, resurfacing the entire street length, and for new road signs based off engineer's estimate and recommendations.

AWARDED! – City was awarded the full amount for Leslie Street! This funding window begins July 1, 2023, and ends June 30, 2024. We will take steps to make sure this work can be completed ASAP.

2. DEO Rural Infrastructure Fund – Drainage Basin Analysis Phase II + Camera Work of Stormwater Lines

An application requesting \$300,000 with no local match from the DEO Rural Infrastructure Fund was submitted on 8/31/22. The application was for the Phase II of a Drainage Basin Analysis that began in 2018. This \$300,000 grant proposal would fund an analysis of the drainage basins that border Apalachicola River and Bay. The proposal also includes funding to begin camera-work of the stormwater lines in the phase I, as recommended in that report. (We have to survey the damage before we can move forward on repairs.) The grant asks for \$110,000 for the analysis and mapping (per engineer estimate), \$5,000 for public education (grantors like to see we are promoting our message/work), \$24,000 in admin, and \$161,000 in camera-work for the phase I drainage basin area. This is a total of \$300,000 and there is no required local match.

Basins 11 and 3 were covered by the 2018 grant. This grant application would address the following basins: 1, 2, 4, 5, 6, 7, 8, 9, 10, 12-19. (MAP ATTACHED!) - **APPLIED**

3. Firehouse Subs Public Safety Foundation – Hurst Rescue Tools "Jaws of Life"

An application requesting \$34,065.00 for Jaws of Life rescue tools for the Apalachicola Volunteer Fire Department was submitted online 4/7/22. These tools were a request from the VPD and will aid them in their efforts. If funded – the grant program will handle ordering, etc. No match required. **DENIED & REAPPLIED 7/7** in the amount of \$36,795.00, as cost of materials went up. - Waiting for updates, have been advised that most projects are funded by Firehouse Subs after 3 complete applications. Will keep submitting.

4. Water Treatment Plant Improvements - Rural Infrastructure Fund – DEO FY 21/22

FUNDED! Application submitted electronically on 5/26/22 to the RIF program through DEO for fiscal year 21/22. City applied for \$150,000 for engineering services that are going to be needed as we navigate the Potable Water Consent Order and will set us up to apply for more funding down the line. City was FUNDED for \$147k.

Funded:

- Evaluation of Existing Conditions
- Enhanced Sampling Plan, Hydraulic Modeling, and Treatability Studies
- Alternatives Analysis
- Facilities Plan Report

Continuing Services Agreements with Engineers are in the works and advertised. Will award project after this process.

5. Library Improvements – Signs/Little Libraries - Florida League of Mayors 2022 City Catalyst Grants

Application submitted electronically 6/2/22 on behalf of the Apalachicola Margaret Key Public library. Requested the max ask of \$2,500 to purchase two lockable display billboards and two "Free Little Library" setups. The lockable displays are to be placed on the façade of the library. These displays will be used to post public events, library programs, etc. The little library setups will be used for the library to join the Free Little Library program, as the goal is to place these the greenspaces/parks around Apalachicola. – **FUNDED!** Waiting to receive funds.

6. City of Apalachicola Old City Hall Structural Repair – Special Categories DOS

Application submitted electronically 5/31/22 for structural repairs for the Old City Hall building. (Middlebrook Building) Amount requested was \$395,000 with an in-kind match of \$98,750 for a total project budget of \$493,750. The goal of this application is to secure funding to complete the Old City Hall Renovation and support the ongoing repairs funded through the NPS grant. The purpose is to stabilize the building, by proposing to install an interior rigid steel frame to provide the structural integrity of the building exterior masonry and support the historic second floor wood frame. – **Applied - Waiting for updates.**

7. CPTA Community Planning Technical Assistance Grant Program – DEO

Application submitted 4/1/22 for updates to our local comprehensive plan as well as complete Phase 2 of the Apalachicola Areas of Critical State Concern Work Plan. If granted, grantee shall analyze the City of Apalachicola's current local comprehensive

plan and present required and recommended update to the City Commission considering resiliency. These ideas will be vetted through community engagement and based on feedback received from the community and City Commission, final amendments to the local comprehensive plan will be prepared for public hearing and subsequent transmission to DEO. The City will also undertake Phase 2 of the Areas of Critical State Concern Work Plan by updating the infrastructure project list and conducting project scoping and economic analysis for priority projects in preparation for the funding available through the Bipartisan Infrastructure Act as well as other state and federal grant opportunities. - **AWARDED!!!** Waiting for agreement. Have been answering questions on scope for agreement.

8. Florida Fish and Wildlife Conservation Commission – Florida Boating Improvement Program – Bay Avenue Seawall Construction

Full application submitted to FWC on 4/1/22 requesting \$257,267 with a \$28,000 (budgeted) City contribution to complete the Bay Avenue Seawall project. The Bay Avenue Seawall has large cracks and structural damage. The City of Apalachicola previously worked with Dewberry Engineers to create engineered construction plans for the project (2017) – with these plans in hand we applied for the construction phase of the Bay Avenue Seawall project.

- Attended a panel on 6/28 to go over any final questions with the FWC panelist. We are in the running to be funded, but there are several other large projects also in the running. Past year awards seem to award one large project and then a number of smaller projects.
- **NOT FUNDED! I spoke with the FWC FBIP Program Manager and while we were a contender, we did not make the cut off for funding. There was a large project that swallowed up the majority of the FBIP funding. We were advised to re-submit next year for the same project and that is the City's intent, unless another funding source for repairs comes available.**

9. Department of Historical Resources African American Cultural and Historical Grants – Apalachicola African-American History Museum

Awarded \$1million with a \$250k match from the City for a new construction museum next to Holy Family.

- Due to rising construction costs, the project scope has been changed from a 2-level, 2,500SQF footprint building to a 1-level 2,000SQF building with elevated ceilings. Priorities include:
 - High Security
 - Storage Room
 - Office Space
 - Breezeway to Holy Family
 - Greeting Station/Small Gift Shop Area

- ADA Accessible Bathrooms
- Controlled Lighting for Exhibits
- Building with Room for Add-On at later date
- **FUNDED!** Have submitted the project work plan and budget for the agreement draft from DOS. 8/25

10. HMGP – Backup Generator for Vacuum Station (108 Avenue F)

Grant application was submitted for \$170,000 for a new backup generator. (Current in use is too small for need.) Had to apply for a portable generator instead of stationary, as they will not fund for a stationary one in a flood zone. Multiple RFIs (requests for information) were received and answered. **Still waiting for updates.**

11. Leslie Street - FEMA

APPEAL DENIED!

Will be covered by FDOT SCOP project.

12. National Park Service Hurricane Michael Repair/Mitigation - Grants for Repair and Restoration of the Montgomery Cotton Warehouse (Old City Hall) and the Harrison-Raney Cotton Warehouse (HCA)

Old City Hall – RFP's for contract work being drafted and will be issued soon.

HCA –RFP's for contract work being drafted and will be issued soon.

\$ First deliverables have been met and are in the process of being reimbursed! \$

13. Grants Update -

- a. **FDOT City Landscaping** – City was reimbursed for \$193k landscaping costs after FDOT inspection and reimbursement package sent in. Landscaping and maintenance have been "completed."
 - i. There were issues with the grass drying out during the maintenance period, Gaskin to extend maintenance and re-plant as necessary per our contract and their warranty. **Re-plant happening soon – Dan is in contact.**
- b. **CDBG-DR Infrastructure** – Avenues Stormwater Repair Project is moving forward. Engineer Procurement and design will need to be secured and created along with environmental review and clearance, then we are

scheduled to bid out and begin construction in November. ALL policies needed have been completed!

- c. **CDBG-DR Hometown Revitalization** –Riverfront Revitalization and Hill Community Revitalization projects: City in environmental exemption process on administrative and engineering services. ALL policies needed have been completed!
 - Hill Community (M0033): CENST approval memo was issued by DEO on July 14, 2022. The city is currently working on the RFQ for engineering procurement. Once an engineer is on board, we'll be able to confirm scope of work and begin environmental review.
 - Riverfront (M0034): CENST approval memo was issued by DEO on July 14, 2022. The city is currently working on the RFQ for engineering procurement. Once an engineer is on board, we'll be able to confirm scope of work and begin environmental review.
- d. **HMGP Emergency Generators** – Received and signed Release of Funds forms for CDBG-DR DEO match – HMGP has funded the generators and agreement signed. HMGP admin bidding was advertised and has closed. Advertised in The Democrat per MSA paper standards from DEO.
- e. **HMGP Market Street Vacuum Station** - Received and signed Release of Funds forms for CDBG-DR match – HMGP has funded the generators and agreement signed. HMGP admin was advertised and has closed. Advertised in The Democrat per MSA paper standards from DEO.
- f. **Michael FEMA Projects Updates**
 - i. **Bodiford** - BODIFORD PLANS COMPLETE! Waiting for exemption for permits from FEMA to be reviewed.
 - ii. **Scipio** – Designs from Dewberry draft complete – waiting for full. Waiting for scope verification from FEMA to bid out.
 - iii. **Alleyway Repairs** – Alleyway: 3, 7, 9, 8, 10, 11, 6, 2, 5, 12, 4 Crushed Shells to be replaced. Extensions requested for all FEMA projects – extension granted.
 - iv. **Old City Hall and HCA Contents loss** – Ordering replacement items from loss. (Funding already received – just needs to be ordered and receipts turned in.) Partially ordered – postponing ordering of remaining items until back room flooring of City Hall complete to place items in.
 - v. **Lafayette Park** – Boardwalk work and lighting donation have been COMPLETED! It appears that we were supposed to be exempt from permits for this work per engineer opinion, since there was no in-water repairs, but we are waiting for USACE and DEP to confirm this with FEMA before this project can close out and Bodiford and Scipio can begin.

- vi. **Hurricane Sally** – Almost all Sally projects are completed and finalized. Uploading receipts to finish.
- g. **DEP – WWTP Tank Cleaning** –WORK COMPLETED! Filed for reimbursement of funds, \$116k, on 7/24/22.
- h. **Department of Historical Resources 2023 Small Matching Grant – Black History Trail. FUNDED!** Docs for agreement in progress.

14. DEP Applications – Resilient Florida + Water Restoration Assistance - WWTP & Vulnerability Study

WWTP-

Grant #2 is an application for the WWTP totaling \$14 million - the City of Apalachicola was approved for the full \$14 million for new equipment and relocation. DEP contacted us and let us know we had 2 duplicated grant efforts both submitted to them. Both are for the WWTP – and combined could cover the entire WWTP Project costs, headworks and all. DEP has agreed, with some preliminary efforts to ensure the scope and pricing are as they should be.

- Scope of works for both efforts are in progress! Cost breakdown below:
- DEP requested several documents to send out agreements – documents supplied. Still ongoing.
- Have been notified that Continuing Services Agreements can be use for both efforts if correct for CFR Compliance – Waiting for bids to close for Engineering. **(Due 8/5, Finance Director is handling this procurement.)**

COST: The Total Estimated Cost of this Project is \$18,927,391. The anticipated funding breakdown is for **FDEP** to fund approximately **\$5,551,875**, and **FDEP-SRF** to fund **\$13,375,516**.

Vulnerability Study-

Grant #1 Vulnerability Study – FUNDED! Documents requested for agreement to be drafted – in progress.

15. USDA Water Street Sidewalk and Lighting –

Staff review from USDA is complete! Pre-construction meeting took place 8/16 and all requested documents were provided. Construction by CWR Contracting, Inc. is in progress!

16. Coronavirus State and Local Fiscal Recovery Funds (SLFRF) – American Rescue Plan

The City formerly made application to the SLFRF program and received an award of \$1,179,010.00. The City has received half of this allocated amount and will receive the second half after spending the first deposit. City has elected to receive "standard allowance" for government services.

Dates:

- » Funds must be obligated by December 31, 2024
- » All expenditures must be complete by December 31, 2026

American Rescue Plan Info:

- Electing the "standard allowance" to spend on government services
 - Government Services generally include any service traditionally provided by government unless Treasury has stated otherwise. Here are some examples:
 - Construction of schools and hospitals
 - Road building and maintenance and other infrastructure
 - Health Services
 - General Government administration, staff, and admin facilities
 - Environmental remediation
 - Provision of police, fire, and other public safety services, including purchase of vehicles
 - **However, these funds may not be used for a project that conflicts with or contravenes the purpose of the American Rescue Plan Act statute (uses of funds that undermine COVID-19 mitigation practices in line with CDC guidance and recommendations)**
 - All projects MUST follow 2CFR procurement.
 - No construction of the following:
 - New correctional facilities as a response to an increase in rate of crime. New congregate facilities to decrease the spread of COVID 19 in the facility. Convention centers, stadiums or other large capital projects intended for general economic development or to aid impacted industries.
- Funds cannot be used for payments for debt services or replenishing rainy day funds.

All information included in this report is accurate as of August 31, 2022 at 3:00pm. After that time, information is subject to change. If you have any questions, please send them to brobinson@cityofapalachicola.com!

Finance Director – Mark Gerspacher

City Commission Meeting –September 6, 2022 –
4:00pm

1. *Budget Hearings*

The budget hearings have been rescheduled for the 2022-2023 Budget. We will have a final workshop September 7 at 4:00 PM. The first hearing will now be September 14 at 5:01. We will schedule the second hearing at the budget workshop.

ATTORNEY REPORT

TO: City Commission, City of Apalachicola
FROM: Daniel W. Hartman, Esq.
DATE: September 2022
SUBJ: City Attorney Report for Commission Meeting

1. **Litigation – Hall/Smith/Nall – 7th Street (Case No.: 2018 CA 233)**

Both pending cases have been consolidated into 2018 CA 233, the original City case. We attended mediation on August 3, 2022. Resulting from the mediation was the conceptual settlement agreement attached to the related agenda request item. The agreement is consistent with settlement discussions over the past months. The settlement agreement is contingent upon review and approval by the Commission.

2. **Litigation – Butler, Cameron, Hall**

The City has been sued in three related cases - two wrongful death and one personal injury cases. Case No.(s): 2014 CA 298 – Estate of Cameron; 2015 CA 15 - Estate of Hall and 2016 CA 246 - Butler. Along with the City's insurance defense counsel (Steven Cozart, Esq.) we have reached the conceptual settlement agreement attached to the related agenda request item. The settlement agreement is contingent upon review and approval by the Commission.

3. **City Leases – City Hall Space and History Museum**

The parties have received and are reviewing their respective lease agreements. I expect comments and questions from the parties which will be addressed. The final version of the History Museum lease will come before the Commission for approval.

4. **Supplement to Procurement Policy**

We have a working draft finalized for consideration at the October 2022 regular Commission meeting.

5. **Encroachment Policy/Grace Period**

We continue to receive input on this potential policy and will have an Agenda item prepared on it for the October 2022 regular Commission meeting.

MINUTES OF THE BUDGET WORKSHOP FOR THE APALACHICOLA CITY COMMISSION WAS HELD ON WEDNESDAY, SEPTEMBER 7, 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, Manager
Deborah Guillotte, Clerk
Dan Hartman, Attorney

I. CALL TO ORDER

Mayor Brenda Ash called the workshop meeting to order.

II. PUBLIC COMMENT

Public comments consisted of the following: 1) ICC schedule; plumbing HVAC and electrical extremely high fee; 2) building permit fee and zoning code enforcement fee and what authority does the city have to enforce; 3) eliminate fill fee from the fee schedule

III. BUDGET WORKSHOP

Mark Gerspacher outlined changes to budget.

Code Enforcement, Glen Jenkins reviewed the following options to the fill fee: 1) reducing fee to \$25 per cubic yard; 2) have no fee and charge high punitive fee if over the fill amount; and 3) allow fill within footprint of property (four corners) at no charge.

Commissioner Grove questioned the permit fee for replacing inside appliances (hot water heater) etc., saying this is too high and would like it decreased.

Commissioner Elliott suggested having a special event permit fee of \$100 for special events being held.

Mayor Ash suggested staff eliminate the per cubic yard fill fee within the footprint of the home, impose a maximum penalty for violations for additional fill, subject to Attorney Hartman's review and recommendation.

Commissioner George recommended to freeze spending of ARPA funds at this point, and the remaining funds not be allocated to any projects at this point, but to future projects as identified.

Commissioner Elliott suggested to balance the budget, that we eliminate the Bay Ave seawall repairs and transfer capital outlay for Scipio Creek Marina repairs into ARPA.

Mayor Ash stated that the consensus for the budget is 3-1 moving forward with the recommendation from Commissioner Elliott.

Mr. Gerspacher reviewed the budget stating the \$80,000 from the ARPA would bring the carry forward ARPA fund to approximately \$587,000, which would balance the budget. The \$15,000 would go into

operating budget for the black history trail match. This would leave the drinking water consulting fees, city hall grants match and Scipio Creek Marina for next year.

Mayor Ash stated the budget would be based on the rollback rate of 8.3457; eliminate the Franklin Square usage fee; use the ICC evaluation table; eliminate the per cubic yard fill fee; fine of \$500 for violations and stay with the same permitting for fill for site prep fee; events permit fee \$100; replacement of appliances, reduce fee to \$25 and increase sidewalk fees retail and restaurant by \$100 each.

IV. ADJOURNMENT

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

Brenda Ash, Mayor

Deborah Guillotte, Clerk

A Public Hearing and Special Meeting of the City Commission was held on Wednesday, September 14, 2022, 5:01 PM At The Apalachicola Community Center, #1 Bay Avenue, Apalachicola, Florida.

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

Travis Wade, City Manager
Deborah Guillotte, City Clerk
Mark Gerspacher, Finance Director

I. CALL TO ORDER

Mayor Brenda Ash called the meeting to order, followed by prayer and pledge of allegiance.

II. AGENDA ADOPTION

Commissioner Anita Grove made a motion to adopt the agenda. Commissioner Adriane Elliott seconded, and the motion carried 5-0.

III. PUBLIC HEARING – FY 2022-2023 BUDGET

Mayor Ash opened the public hearing of the first reading of Ordinance 2022-02 Adopting the 2022-2023 Fiscal Year Budget.

City of Apalachicola 2021-2022 Fiscal Year Budget Information

General Fund: 6,159,253
Enterprise Fund: 3,915,927
Total Budget: 10,075,275

Proposed Millage Rate: 8.3457
Rolled Back Rate: 8.3457

The second public hearing and special meeting for final adoption of the 2022-2023 fiscal year budget will be held on Tuesday September 27, 2022 at 5:01 PM in the Apalachicola Community Center #1 Bay Avenue.

Code Enforcement, Glen Jenkins requested that the fee schedule fill fee be \$20 per load, per cubic yard for any fill outside of the footprint of the primary building, and a \$500 per truckload penalty for any amount over permitted amount of fill.

Commissioner Grove asked that the sidewalk fees be changed to \$200 retail and \$250 restaurant usage.

Commissioner Despina George gave a brief review of the last budget workshop of carry over balances of projects to the new budget, re-addressing Scipio Creek repairs and where the funds would come from.

The Commission discussed millage rates at the hold rate, and not the roll back rate as discussed at previous workshop.

Public Comments consisted of the following: 1) stormwater run-off from properties, onto connecting neighbors, and fines being imposed being very important; 2) ARPA funds being used for Scipio Creek repairs.

No further public comments.

Public hearing closed and Special meeting opened.

IV. SPECIAL MEETING
1. Adoption Decision – Resolution – Final Adoption FY 2022-2023 Millage Rate

1. Adoption Decision – Resolution – Final Adoption FY 2022-2023 Millage Rate

Commissioners discussed whether to stay at hold rate or go back to the roll back rate as decided at last workshop.

Mayor Ash read Resolution 2022-06 in its entirety.

A RESOLUTION OF THE CITY OF APALACHICOLA, FLORIDA ADOPTING A MILLAGE RATE FOR THE LEVY OF AD VALOREM TAXES FOR FISCAL YEAR 2022-2023 ON ALL TAXABLE PROPERTY LOCATED WITHIN THE CITY OF APALACHICOLA, SETTING A TENTATIVE BUDGET HEARING DATE, TIME AND PLACE AND PROVIDING FOR AN EFFECTIVE DATE

Commissioner George made a motion to adopt Resolution 2022-06. Commissioner Elliott seconded and the motion carried 3-2. Opposed: Commissioners Anita Grove, and Donna Duncan

IV. SPECIAL MEETING
2. Ordinance 2022-02 – First reading of Fiscal Year 2022-2023 Budget Adoption

Mayor Ash read Ordinance 2022-02 in its entirety.

AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF APALACHICOLA, FLORIDA ADOPTING THE 2022-2023 FISCAL YEAR BUDGET

Be it enacted by the people of the City of Apalachicola, Florida:

Section 1. The following department expense amounts are hereby appropriated in the General Fund for the operation and activities of the City of Apalachicola for the fiscal year beginning October 1, 2022, and ending September 30, 2023:

Administration	\$713,423
ARPA	1,047,234
Facilities	888,275
Fire	141,915
Governing Board	226,770
Library	152,218
Parks & Recreation	85,000

Public Hearing & Special Meeting – 9/14/22 – Page 3

Police	738,889
Project Impact	511,320
Public Works	1,369,403
Zoning/Code Enforcement	284,806

Total Expenditures \$6,159,253

Section 2. It is estimated that the following revenues will be available to the General Fund for the fiscal year beginning October 1, 2022 and ending September 30, 2023:

Ad Valorem Taxes	\$1,554,532
½ Cent Sales Tax	250,000
Mobile Home License Tax	75
Alcoholic Beverage Tax	4,000
Utility Franchise	188,393
Local Communications Tax	75,000
Utility Tax	265,000
State Revenue Sharing	107,079
Building License Fees	35,000
Building Permit Fees	80,000
Golf Cart Permits	12,000
Tree Application Fees	2,250
Tree Reforestation Fees	5,130
Sidewalk Permits	1,000
County Fire Protection	37,000
Fines & Forfeitures	14,000
Cemetery Lots	10,000
Miscellaneous Revenue	590,000
Facility/Property Rent	35,000
Traffic Light Reimbursement	5,000
Farmers Market	3,000
Sanitation Fees	600,000
Sanitation Administration Fee	30,000
Project Impact Administration Fee	25,566
Firing Range	10,000
Community Gardens	500
HCA Museum	20,000
Library Programs	12,000
Grant – Project Impact	511,320
Local Option Gas Tax – Restricted	71,400
Program Revenue	1,625
Carryforward	1,603,383

Total Revenues \$6,159,253

Section 3. The total revenues and expenditures for the General Fund result in the following deficit from which funds are drawn from the 2021-2022 Carryforward.

Carryforward \$1,603,382

Section 4. The following department expense amounts are hereby appropriated in the Enterprise Fund for the operation and activities of the City of Apalachicola for the fiscal year beginning October 1, 2022, and ending September 30, 2023:

Water Department	\$1,704,080
Sewer Department	2,117,417
Battery Park	45,050
Scipio Creek	49,380

Total Expenditures \$3,915,927

Section 5. It is estimated the following revenues will be available to the Enterprise Fund for the fiscal year beginning October 1, 2022, and ending September 30, 2023:

Water Revenue	\$1,041,502
Sewer Revenue	1,651,885
Battery Park Revenue	82320
Carryforward	1,077,220
Scipio Creek Revenue	63,000

Total Revenues \$3,915,927

Section 6. The total revenues and expenditures for the Enterprise Fund result in the following deficit from which funds are drawn from the 2021-2022 carryforward and was used for 2022-2023 qualified projects. The following amounts are 2021-2022 Carryforward

Carryforward \$1,077,220

Increase in Water Fund Reserves:

Water Department Reserve	\$135,267
Wastewater Department Reserve	132,993

Increase in Enterprise Fund Reserve \$268,260

Section 7. The following expense amounts are hereby appropriated in the Special Revenue Fund for the operation and activities of the City of Apalachicola for the fiscal year beginning October 1, 2022, and ending September 30, 2023:

Community Redevelopment Agency	\$0
Revolving Loan Fund	0
Total Expenditures	\$ 0

Section 8. It is estimated the following revenues will be available to the Special Revenue Fund for the fiscal year beginning October 1, 2022, and ending September 30, 2023:

Community Redevelopment Agency	\$0
Revolving Loan Fund	0
Total Revenues	\$0

Section 9. The City of Apalachicola Fee Schedule for FY 2022-2023, *(to be)* attached, is hereby incorporated into this annual budget ordinance, and such fees shall become effective on October 1, 2022, or when other specified ordinances become effective.

Section 10. This ordinance is published in the September 22, 2022, issue of *The Apalachicola Times*. The first reading of this ordinance was held at the first public hearing on September 14, 2022, at 5:01 PM. The final public hearing at a regular meeting was held on September 27, 2022, at 5:01 PM at the Apalachicola Community Center, 1 Bay Avenue, Apalachicola, Florida.

Section 11. The estimate upon which said budget for the 2021-2022 Fiscal Year is based, is on file for inspection by the public at the office of the City Clerk. The millage rate is being set at 8.3457 mills.

Section 12. This Ordinance shall take effect immediately upon its becoming Ordinance as provided by the City Charter of the City of Apalachicola, Florida.

Public comments consisted of the following: 1) Scipio Creek repairs being completed; and 2) the date ARPA funds monies must be obligated – Mr. Gerspacher stated that date would be December 31, 2024.

Commission changes to be made to the fee schedule as follows: 1) fee schedule fill fee to be \$20 per load, per cubic yard for any fill outside of the footprint of the primary building, and a \$500 per truckload penalty for any amount over permitted amount of fill; 2) sidewalk fees be changed to \$200 retail and \$250 restaurant usage; 3) Public Records Research & Reproduction the labor – Employee – rate per hour fee, staff will charge according to Florida Statutes 119.07 4(d); and 4) increase NSF fee to \$35.

Commissioner Grove made a motion to approve the first reading of the 2022-2023 FY Budget based as set before us this day with changes made to the fee schedule as aforementioned, and that staff proceed with the adoption process. Commissioner Elliott seconded and the motion carried 5-0.

ADJOURNMENT

Commissioner Elliott made a motion to adjourn the meeting. Commissioner George seconded and the motion carried 5-0.

Brenda Ash, Mayor

Deborah Guillotte, City Clerk

A special meeting of the City Commission of the City of Apalachicola was held on Tuesday, September 27, 2022, at 4:00 PM at the Apalachicola Community Center, #1 Bay Avenue, Apalachicola, Florida.

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

Travis Wade, City Manager
Deborah Guillotte, City Clerk

I. CALL TO ORDER

Mayor Brenda Ash called the meeting to order.

II. AGENDA ADOPTION

Commissioner Anita Grove made a motion to approve the agenda, amending it by adding Emergency Declaration as Item VI. Commissioner Adrian Elliott seconded, and the motion carried 5-0.

III. PUBLIC COMMENT

No public comment

IV. GRANT SERVICES AWARD RECOMMENDATION

Grants Manager Bree Robinson requested approval to award the CDBG-HMGP Match, FEMA PA, FDEM-HMGP Projects Grant services award recommendation.

Commissioner Grove made a motion to approve award to the Management Experts (TME), LLC for the City of Apalachicola CDBG-HMGP match, FEMA Pa and FEMA-HMGP Projects grant consulting services. Commissioner Elliott seconded and the motion carried 5-0.

V. SITE DEDICATION – BATTERY PARK /FWC

Grant Manager Bree Robinson requested approval for the Filed Site Dedication for FWC FBIP reimbursement for Batter Park Boat Ramp.

Commissioner Grove made a motion to approve the Filed Site Dedication for FWC FBIP reimbursement for Batter Park Boat Ramp. Commissioner Elliott seconded and the motion carried 5-0.

VI. EMERGENCY DECLARATION

Commissioner Grove made a motion to approve State of Emergency Declaration – Hurricane Ian following suit behind the County. Commissioner Elliott seconded and the motion carried 5-0.

VI. ADJOURNMENT

Commissioner Elliott made a motion to adjourn the meeting. Commissioner Grove seconded and the motion carried 5-0.

Brenda Ash, Mayor

Deborah Guillotte, City Clerk

A public hearing and special meeting of the City Commission of the City of Apalachicola was held on Tuesday, September 27, 2022 at 5:01 PM at the Apalachicola Community Center, #1 Bay Avenue, Apalachicola, Florida.

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

Travis Wade, City Manager
Deborah Guillotte, City Clerk

I. CALL TO ORDER

Mayor Brenda Ash opened the public hearing to order and gave the prayer and invocation.

II. AGENDA ADOPTION

Commissioner Adrian Elliott made a motion to approve the agenda. Commissioner Anita Grove seconded, and the motion carried 5-0.

III. PUBLIC HEARING

1. Ordinance 2022-02 – Fiscal Year 2022-2023 Budget – Second reading

Mayor Ash read the following:

City of Apalachicola 2022-2023 Fiscal Year Budget the FY 2022-2023 Budget.

General Fund: 6,159,253
Enterprise Fund: 3,915,927
Total Budget: 10,075,275

Proposed Millage Rate: 8.3457
Rolled Back Rate: 8.3457

This is the Final Public Hearing and Special Meeting for final adoption of the 2022-2023 fiscal year budget.

2. Public comment

No public comment.

Public Hearing Closed.

IV. SPECIAL MEETING

**1. Adoption Decision – Resolution 2022-06 – Final Adoption of FY 2022-23
Millage Rate**

Mayor Ash read Resolution 2022-06 in its entirety:

A RESOLUTION OF THE CITY OF APALACHICOLA, FLORIDA ADOPTING A MILLAGE RATE FOR THE LEVY OF AD VALOREM TAXES FOR FISCAL YEAR 2022-2023 ON ALL TAXABLE PROPERTY LOCATED WITHIN THE CITY OF APALACHICOLA, SETTING A TENTATIVE BUDGET HEARING DATE, TIME AND PLACE AND PROVIDING FOR AN EFFECTIVE DATE

Commissioner Despina George made a motion to approve Resolution 2022-06. Commissioner Elliott seconded, and the motion carried 5-0.

**2. Ordinance 2022-02 – Second reading and Final Adoption of Fiscal Year
2022-2023 Budget**

Mayor Ash read Ordinance 2022-02 by title.

AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF APALACHICOLA, FLORIDA ADOPTING THE 2022-2023 FISCAL YEAR BUDGET

No public comment.

Commissioner Elliott made a motion to adopt Ordinance 2022-02. Commissioner Grove seconded and the motion carried 5-0.

V. ADJOURNMENT

Commissioner Elliott made a motion to adjourn the meeting. Commissioner Despina George seconded, and the motion carried 5-0.

Brenda Ash, Mayor

Deborah Guillotte, City Clerk

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
REGULAR MEETING
MONDAY, September 12, 2022
Community Center/ City Hall -1 Bay Avenue
Minutes

Regular Meeting: 6:00 pm

Attendance: Al Ingle, Lee McLemore, Elizabeth Milliken, Bobby Miller, Chase Galloway

1. Approval of August 8th, 2022 regular meeting minutes.
 - **Motion to approve by Elizabeth Milliken; 2nd by Lee McLemore. All in favor – motion carries.**

2. Review, Discussion and Decision for Sign. **(R-2) @ 270 Prado Street**, Block 265. For 800 Mexico Beach, LLC -Owner; Contractor: TBD
 - **Motion to decline by Bobby Miller; 2nd by Elizabeth Milliken. All in favor – motion carries. (Sign was over 3 SqFt sign allowance in Residential Zones. Applicant will re-apply.)**

3. Review, Discussion and Decision for Deck Addition. **(Historic District) (R-1) @ 214 9th Street**, Block 161, Lots 4-5. For M. & T. Galbraith -Owner; Contractor: Earl Duggar
 - **Motion to approve by Bobby Miller; 2nd by Chase Galloway. All in favor – motion carries.**

4. Review, Discussion and Decision for Concrete Driveway/Sidewalk. **(R-2) @ 159 20th Avenue**, Block 247, Lots 20-23. For H. & T. Angel -Owner; Contractor: Earl Duggar
 - **Motion to approve contingent on concrete/sidewalk covering less than 2,400SqFt to be under 40% lot coverage by Bobby Miller; 2nd by Chase Galloway. All in favor – motion carries.**

5. Review, Discussion and Decision for Brick/Gravel Driveway & Fence. **(Historic District) (R-1) @ 50 14th Street**, Block 96, Lot 3. For S. & J. Yon –Owner; Contractor: TBD
 - **Motion to approve contingent on the removals taking place before additions by Lee McLemore; 2nd by Bobby Miller. All in favor – motion carries.**

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
REGULAR MEETING
MONDAY, September 12, 2022
Community Center/ City Hall -1 Bay Avenue
Minutes

6. Review, Discussion and Decision for Pole Barn, Shed, & Fence. **(R-2) @ 151 20th Avenue**, Block 247, Lots 16-17. For A. Leigh -Owner; Contractor: TBD
 - **Motion to approve by Lee McLemore; 2nd by Chase Galloway. All in favor – motion carries.**

7. Review, Discussion and Decision for Addition & Shed **(Historic District) (C-2) @ 90 10th Street**. Block 76, Lots 3. For R. & P. Smith –Owner; Contractor: TBD
 - **Motion to approve by Bobby Miller; 2nd by Lee McLemore. All in favor – motion carries.**

8. Review, Discussion and Decision for Deck Addition. **(Historic District) (O/R) @ 71 15th Street**. Block 95 Lots 7. For W. Avery – Owner; Contractor: Earl Duggar
 - **Application withdrawn – proposed addition surpassed 40% lot coverage.**

9. Review, Discussion and Decision for Dock (Residential). **(Historic District) (R-1) @ 116 Bay Avenue**. Block 195 Lots 1-5. For J. Solomon – Owner; Contractor: TBD; Agent: Dan Garlick
 - **Motion to approve by Bobby Miller; 2nd by Chase Galloway. All in favor – motion carries.**

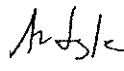
Other/New Business:

- Pool Permeable/Impermeable Issue
 - **Discussed that stormwater best management practices are an exception to impervious lot coverage in the City code.**

Outstanding/Unresolved Issues: N/A

Motion to adjourn by Bobby Miller; 2nd by Lee McLemore.

Approved: Al Ingle

 09/20/22

(Date)

CITY OF APALACHICOLA
ADMINISTRATION DEPARTMENT
September 2022

- Updated meeting calendar on website
- Payroll
- Finance Clerk posted revenues, expenses, pay accounts receivables, balance check accounts, purchase orders and tracking, research on all vendor accounts, and order city employee cell phones
- Assist staff with tree applications, utility bill issues
- Staff assisted with Cemetery, utility bills, garbage, permitting issues, city property rentals and other miscellaneous duties
- Completed tasks as assigned by the City Manager/Commission
- Public Records Request
- Annual golf cart sticker renewals
- Business License Renewal Notices and processing by City staff
- Boat launch stickers processed
- End of fiscal year audit process began

City of Anapahicola
Utility Billing Clerk - September 2022
Payment Reconciliation
 09/01/2022 through 09/29/2022

Category	Type	Payment Method	Count	Amount
Deposit Payments	Manual	NOT SPECIFIED	23	-4050.00
	Total - Manual		23	-4050.00
Total - Deposit Payments			23	-4050.00
Payments		CASH	207	-18708.69
		CHECK	977	-145619.48
		CREDIT CARD	332	-27040.78
	Total - Manual		1516	-191368.95
	Recurring	Bank Draft	556	-81914.76
	Total - Recurring		556	-81914.76
	Returned Check	DRAFT	3	588.10
	Total - Returned Check		3	588.10
Total - Payments			2075	-272695.61
GRAND TOTAL			2098	-276745.61

Payments processed in September -2,091
 Work Orders Issued – 66 Work Orders Completed – 49
 Customers on Shut Off List – 141 – cuts not being done
 Bills mailed out on 9/30/22 – total bills 2,065
 Water Dept – Lost our newest employee, will need to rehire someone.
 Working with Glenn and Sheneidra with backflow devices – continue to enter testing results for backflow accounts
 Attended Budget Workshops to help with the public comment portion of the meetings
 Continue to place Quill orders for all departments
 Issue reports as requested by City Clerk and Finance Director-other departments
 Attended the Website launching meeting with Ms. Kendrick – emailed documents for updating forms etc.

Janelle C. Paul 9/29/22



CITY OF APALACHICOLA CODE ENFORCEMENT

192 Coach Wagoner Blvd * Apalachicola, Florida 32320 * 850-653-8222

Sept 28, 2022

CODE ENFORCEMENT OFFICE

September 2022

8 Tree Permits (photos and site visits). One of these was a city permit.

5 Fence Permits (with site visits)

4 Fill Permits (with site visits).

2 Dumping sites visited

2 Meetings regarding debris/blight on personal and city property

1 Meeting with Dan Garlic reference 270 Acola

2 Ordinance violations posted

2 Stop Work Orders

8 Citations issued

2 On-Site meetings - encroachment on city property

Case management for tree fine at 270 Acola (Tree arborist litigation specialist contact and meetings with Dan Hartman)

2 Grease trap/ wastewater investigations (EPA called to assist)

Daily Office Meetings

Daily phone inquiries & emails answered

Set up files for each client

Numerous meetings, emails, and phone calls in reference to neighbor stormwater run-off complaints at 251 The Prado.

Meeting with Dana Allen reference 245 12th Street. (non-compliance and additional citations issued)

Extensive investigation regarding 123 6th Street. Florida DEP and US Army Corps of Engineers contacted. Certified letter to Glen Coxwell to remove the illegal and unpermitted fill).

Attended one budget workshops and two budget hearings.

Preliminary work on new city fill requests and fill permit procedures

Meetings regarding preliminary discussion of new building procedures and informational to builders, fill contractors, landscape personnel, etc.

Fees Collected

Tree Permits \$500 (\$350 City/ \$150 Tree Restoration)

Fence Permits \$250

Fill Permit \$400

Additional Fill \$2,390



CITY OF APALACHICOLA

152 Coach Wagoner Blvd. * Apalachicola, Florida 32320 * 850-653-9319 *

BUILDING DEPARTMENT

August 2022

- 33 Building Permits Issued
- 5 Building Permits in Process
- 25 Building Inspections
- 3 Certificates of Completion Issued
- 1 Certificates of Occupancy
- Daily Phone Inquiries & Emails Answered
- Several On-Site Meetings
- Daily Office Meetings
- Records Requests
- 8 Planning & Zoning Applications -Support
- Sept. Building Dept. Fees brought in: \$7,277
- Building Dept. Fees ytd: \$106,267

Monthly Report for the Apalachicola Margaret Key Public Library September 2022

Statistics:

- 1,277 patrons visited our library
- 594 books/movies/audiobooks circulated
- 17 new accounts opened
- 281 patrons used our computers
- \$228.85 collected as library revenue
- 182 items donated to the library
- 103 hours donated by our wonderful volunteers
- 4,127 people reached with 24 Facebook posts
- 90 accounts reached with 23 Instagram posts

Fall is upon us, and the library continues to be an important place for members of our community. Everyone is invited to stop by the library and color a leaf to display on our doors. We love the Fall feels!

The library offered many new programs this month, displaying the breadth of what a library can offer. September 7th we held "Healing Through Harmony" with Big Bend Hospice, showcasing the healing power of music. Hospice myths were dispelled, and music therapy techniques were demonstrated to bring awareness. September 16th our Friends of the Library, the Patrons of the Apalachicola Library Society (PALS) led a Classic Movie Night showing "*The Thin Man*" with a history discussion about the film. On the 23rd the library brought STEAM Club to Project Impact kids, with lava lamp, volcano, and circuitry experiments all led by PALS volunteer, Richard Lenhart. A Family History Friday was also offered on the 23rd with volunteer Brooke Hunter showing visitors best practices in genealogy research. September 28th we hosted Fall Recipes with UF-IFAS, talking and tasting our way through some healthy Fall recipes. If Hurricane Ian keeps its distance, then the library will offer the first session of "Rhythm, Rhyme, & Poetry" September 29th led by local author, Dawn Radford. This will be a new creative writing workshop for anyone interested in writing poetry or learning more about it. The group will continue to meet through October. Finally, our Music Series 'Finale with Flying Fish' is scheduled to close out the month, with popular Apalachicola duo Flying Fish to perform Friday, September 30th.

The library also offers a variety of regular programming. Master Gardener volunteer Helen Golgowski is available every Sunday from 1-3pm to answer questions about gardening. Writer's Group led by Jerry Hurley, meets on the second and fourth Mondays at 4pm. Chess Club hosted by volunteer Richard Lenhart, meets twice a month on Mondays at 3pm, and is open to all skill levels. Books for Babies, hosted by Bring Me A Book Franklin, meets each Tuesday morning at 10:30, with special story time themes, crafts, and a read-aloud. On Wednesdays, the library offers Homeschool Hangout at 2pm as an opportunity for homeschoolers to explore the library and meet other homeschoolers. The popular Book club meets the third Wednesday of each month at 6pm, with plans to discuss [Where the Crawdads Sing](#) at the next meeting in October. Thursdays, we offer Lego Club at 3pm with themed and free builds.

Library hours are 10am to 6pm Monday - Friday and Sundays from 12pm to 4pm. We help patrons with reading, writing, and learning; as well as a suite of print/copy/scan/fax/and notary services. We loan books, movies, puzzles, and items from our Library of Things.

Lucy Carter, Library Director & Isel Sánchez-Whiteley, Library Assistant