

A Workshop of the Apalachicola City Commission was held on Wednesday, August 16, 2023, at 4PM at the Apalachicola Community Center, #1 Bay Avenue, Apalachicola, Florida.

Present: Mayor Brenda Ash, Commissioner Adriane Elliott, Commissioner Anita Grove, Commissioner Donna Duncan, Commissioner Despina George, City Manager Travis Wade, City Clerk Lee Mathes, Finance Director Mark Gerspacher, Chief of Police Bobby Varnes

Workshop called to order by Mayor Ash.

PUBLIC COMMENT

Dennis Winterringer spoke regarding carry forward amounts for the tree reforestation fund.

FY 2023-2024 BUDGET DISCUSSION

Finance Director Mark Gerspacher outlined FY 2023-2024 revenues and department expenses.

Commission discussed carry forward fund breakdowns, ARPA projects, department expenses, capital outlay projects, vehicle inventory, Commission receiving insurance benefits through the City, fee schedule and salary schedule.

Commission agreed to move budget workshop scheduled for August 30th to August 29th following the downtown traffic discussion.

Finance Director Mark Gerspacher will provide the following before the next workshop: vehicle inventory with mileage, breakdown of carry forward amounts, and include tree reforestation carry forward amount in budget.

Commission made the following budget changes and recommendations:

1. Wastewater Expense – Remove in capital outlay the \$40,000 for spray field pump batteries and the \$50,000 for spray field spray heads because these are appropriation items.
2. Wastewater Income – Remove CDBG Manhole Project Grant line item
3. Battery Park Income – Increase launch fee revenue to \$40,000
4. Administration Expense– Delete vehicle maintenance and vehicle insurance for City Manager line item
5. Scipio Creek Expense– Earmark \$250,000 from ARPA funds for repairs
6. Fire Department Expense – Commissioner Grove will research radio equipment and get information to Finance Director.

7. Governing Body Expense – Delete election expense line item; research adding Commissioner's to health, dental, and vision insurances.
8. Parks & Recreation Expense – Delete HCA capital outlay from Parks & Recreation budget and add to Facilities budget
9. Parks & Recreation Income – Create a revenue line items for Riverfront Park Rental Income and Lafayette Park Rental Income
10. Public Works Expense – Add line item for Street Sign expense

Commission made the following fee schedule changes and recommendations:

1. Holy Family Rent – Add rental rate for Classroom - \$100
2. Staff will research Holy Family deposit rate, rental rate for Football Field, and rental rate for the 6th Street square grounds area
3. Remove 6th Street Recreation Center and HCA from 2023-2024 fee schedule
4. Staff will research price per linear foot for sidewalk permit fees to eliminate the flat fee
5. Increase overnight camping fee to \$50 per night

Commission asked Finance Director Mark Gerspacher to research employee cell phones and provide salary schedule to include Evergreen Study rates before COLA increase and after COLA increase.

Mayor Ash asked each Commissioner to get with Finance Director if they have any further comments.

Motion to adjourn made by Commissioner Elliott, seconded by Commissioner Grove. Motion carried 5 to 0.

Brenda Ash, Mayor

Lee Mathes, City Clerk

