

A Regular Meeting of the Apalachicola City Commission was held on Tuesday, July 2, 2024, at 4:00 PM at the Former Apalachicola Municipal Library, 74 6th Street, Apalachicola, Florida.

Present: Mayor Brenda Ash, Commissioner Anita Grove, Commissioner Adriane Elliott, Commissioner Despina George, City Manager Travis Wade, City Clerk Sheneldra Cummings, Finance Director Lee Mathes

Regular Meeting called to order by Mayor Ash followed by prayer and Pledge of Allegiance.

### **AGENDA ADOPTION**

Motion to adopt the meeting agenda made by Commissioner Grove, seconded by Commissioner Elliott. Motion carried, 5-0.

### **PUBLIC COMMENTS**

Linda Buchanan commented on the use of historic cemeteries and presented the Commission with a handout.

Elizabeth Milliken commented and provided the Commission with a handout.

No further comments.

### **NEW BUSINESS:**

#### **FEMA FLOODPLAIN/CRS**

A Motion was made by Commissioner Grove to approve a 1-yr Cumulative Substantial Period (CSI) and to include in the revised Floodplain Ordinance a 20% increase of the Property Appraiser's assessment value, seconded by Commissioner George. None opposed. Motion carried, 5-0.

#### **POPHAM BUILDING**

Based on the recommendations presented to the Commission during the workshop meeting held prior to, the Commission decided to hold another workshop to determine the future of the site, possible funding opportunities, and to further discuss any plans on rebuilding and/or demolish the existing structure. Overall, the majority of the Commission agreed to high fence the area in efforts to secure the premises and decide on whether to use remaining funds towards a set of shelved plans.

Commissioner Grove suggested that the site be memorialized and repurpose material from the site.

Commissioner Elliott clarified the three options presented by engineers at the workshop, which were to renovate, demo & re-build, or demolish the structure.

City Planner Bree Robinson informed the Commission that the grant must be completed within the next fifteen months and that Staff needed direction on what to communicate to the Dept of Commerce about the scope of work as it pertains to the Popham project, as well as to the architect(s) and engineer(s) in efforts to remain in compliance with their respective timelines etc. Ms. Robinson also clarified that the existing funding would cover the cost of a set of plans for the Popham Building and/or waterfront space, which would include demolition.

Commissioner George was not in support of the re-directing any funds from the Popham building projects to be used on the other Riverfront projects and furthermore, would like to see the Popham project remain in the scope of work while guaranteed funds are available.

In reference to the grant timeline and urgency to decide on the Popham project, City Planner Bree Robinson provided more clarity stating that the signed agreement from Dept of Commerce was not issued until April of 2022, initiating the procurement process for grant administration, engineers, the conducting of site visits etc., and that the dept is wanting to get the projects solidified.

Discussion held.

A Motion made by Commissioner Duncan to amend the deliverables for the Riverfront Revitalization Grant in regards to the Popham Building, and report to Depart of Commerce that the Commission has decided not to renovate the Popham Building, however, the City will secure & stabilize the structure and look for ways to minimize the building and preserve its infrastructure; further requesting that the deliverables include producing a set of future plans for the Popham Building. Motion was seconded by Commissioner Grove. Motion carried 4-1. Commissioner George opposed.

#### DRAINAGE BASIN PHASE II ADMINISTRATION

A Motion was made by Commissioner Grove to approve Staff's recommendation to authorize the procurement with Bay Media, at \$65/per hour, seconded by Commissioner Elliott. Motion carried, 5-0. None opposed.

#### DRAINAGE BASIN ENGINEERING

A Motion was made by Commissioner Elliott to approve Staff's recommendation to authorize the procurement of Dewberry to prepare a task order for work, not to exceed \$250,000.00, with \$50,000.00 to be left for change order work and administrative work. Motion seconded by Commissioner Grove. Motion carried 5-0, none opposed.

#### NEW BUSINESS:

#### FDOT TRAFFIC SIGNAL AGREEMENT

Motion was made by Commissioner Elliott to approve the FDOT annual maintenance agreement and authorize City Manager and City Attorney to execute the agreement. Motion was seconded by Commissioner Grove. None opposed. Motion Carried 5-0.

**UNFINISHED BUSINESS:**

**LAYFAYETE PARK LANDSCAPE PLAN**

A Motion was by Commissioner Elliott to approve Staff's recommendation to approve the amended landscape plan, seconded by Commissioner Grove. Motion carried 5-0, none opposed.

**RULES OF PROCEDURE**

Manager Wade provided the Rules of Procedure Draft that included recent edits from the Commission at the 5/21 Rules of Procedure Workshop, and recommended approval.

Discussion held.

Commissioner George noted a correction that needed to be made on Rule 28, that sentence 7 should be removed from draft.

A Motion was made by Commissioner George to approve the amendment(s) to the Rules of Procedure Draft with the correction that was noted for Rule 28, to remove the last sentence in paragraph 2; and to delete the proposed edit in the draft Rule 2, to change the meeting time from 6:00pm to 4:00pm; and in Rule 21, change the public speaking time from 3-minutes to 5 minutes. Motion seconded by Commissioner Grove. Motion carried, 3-2, Commissioner Elliott and Mayor Ash opposed.

**MAYOR AND COMMISSIONER COMMENTS**

Mayor Ash commended Mr. Donald "Chip" Sanders for his bravery and quick response regarding an incident that happened at Riverfront Park. Mayor Ash also commended Commissioner Grove as well as Mr. Kruntz- Owner of Island Dogs, who promptly donated multiple buoyancy rings to the City. Mayor Ash also recommended presenting plaques made for said individuals at the August meeting.

Discussion held regarding having another Workshop Meeting to discuss the Popham Building. Mayor Ash recommended setting a date and time for the workshop.

A Workshop Meeting was tentatively scheduled for July 16 or July 30th for the Popham Building discussion, and contingent upon the availability of the engineers.

Mayor Ash recognized Rhett Butler, Field Crew Supervisor for the Water & Sewer Dept. for working diligently to get the FLOVAC monitors installed throughout the City and Mr. Butler expressed the

importance of having the monitoring devices and the great benefit it provides to the residents, businesses, and Staff.

Commissioner Grove provided an update on Restoration of the Apalachicola Bay project, a potential partnership between the Army Corp of Engineers. Commissioner Grove recommended following up the Army Corp of Engineers to improve current plans for stormwater mitigation and flooding. Commissioner Grove mentioned that the letter/request is due in July and stated that there may not be any associated costs. Commissioner informed the Commission and public that County Commissioner Jones asked to be on the Technical Assistance Committee for DOT. Commissioner Grove expressed the purpose of this committee was to research and present transportation priorities for Apalachicola and asked the Commission for their input. Commissioner Grove also provided insight on the recent surveying of the Hill Community and requested that the Division of Historical Resources Staff hold an informal public meeting on July 11<sup>th</sup>, 5pm-7pm, to inform the community of their intent and the State's plan for maximizing the leftover Hurricane Michael funds that could be used in this area.

Commissioner Duncan expressed gratitude towards the Chief of Police Bobby Varnes and Sergeant Ashley Webb for their prompt response, conflict resolution and professionalism.

The Commission and Chief also acknowledged Sergeant Chase Richards for his hard work, dedication, and successful grant application and being awarded funding on behalf of the City to acquire an asset for the Police Dept.

Commissioner George recommended scheduling a special meeting to set the tentative millage rate for the upcoming fiscal year. Commissioner George recommended directing Attorney Hartman to review cemetery regulations from comparable cities and present recommendations to the Commission at an upcoming meeting.

A recommendation made by Commissioner George to direct Attorney Hartman to review regulatory policies was agreed upon by the Board. None opposed.

Commissioner Elliott acknowledged the hiring of the new Code Enforcement Officer, Scott Boyd, and mentioned a few concerns regarding multiple occurrences of, additions, fences, and sheds being placed on properties around the City that have not been through P&Z approval process. Commissioner Elliott suggested Staff conduct an audit soon to reduce the influx of code violations pertaining to unapproved additions/improvements. Commissioner Elliott provided an update on the Franklin County P3 Partnership Committee.

City Manager Wade presented his updates and requested a special meeting to discuss and approve the FDOT-MSCOP grant award for construction services for Leslie Street. The Commission agreed on a Special Meeting to be held on July 9<sup>th</sup>, at 6pm. Commissioner Duncan expressed that she will not be available. Manager Wade suggested that the Commission include the tentative millage rate adoption at the July 9<sup>th</sup> meeting as well. Lastly, Manager Wade requested that the Commission approve paid time off for Friday, July 5, due to the lack of staff that would be available.

Discussion held.

A Motion was made by Commissioner Duncan to approve a special day off on Friday July 5, as a one-time extended paid holiday for City staff, seconded by Commissioner Elliott. Discussion, none. Motion carried, 4-1. Commissioner George opposed.

No further comments.

**CONSENT AGENDA**

Motion to approve the consent agenda(s) made by Commissioner George, seconded by Commissioner Grove. Motion carried 5-0.

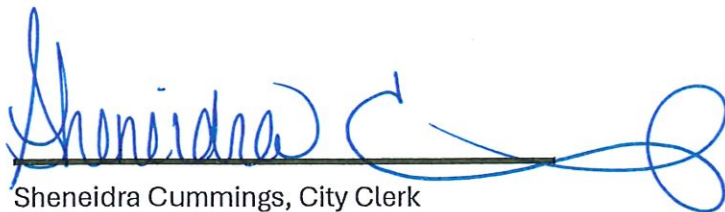
**ADJOURNMENT**

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

Regular Meeting adjourned.



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Brenda Ash, Mayor



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Sheneidra Cummings, City Clerk