

MINUTES OF THE REGULAR MEETING OF THE APALACHICOLACITY COMMISSION  
HELD TUESDAY, APRIL 7, 2020, 6:00 PM AT THE APALACHICOLA COMMUNITY  
CENTER.

PRESENT: Mayor Kevin Begos  
Commissioner Brenda Ash  
Commissioner Anita Grove  
Commissioner Adrian Elliott  
Commissioner Despina George  
Chris Holley, Interim City Manager  
Deborah Guillotte, City Clerk  
Kristy Branch-Banks, Attorney

**CALL OF ORDER**

Mayor Begos called the meeting to order and Commissioner Ash gave the invocation. Council Members lead the pledge of allegiance.

**APPROVE THE AGENDA**

Mayor Begos requested that the Commission add the Florida Boating Improvement Program Grant Application to the Consent Agenda.

Commissioner Grove made a motion to approve the Consent Agenda, adding the Florida Boating Improvement Program Grant Application. Commissioner Elliott seconded and the motion carried 5-0.

Commissioner Ash made a motion to approve the Consent Agenda. Commissioner Grove seconded and the motion carried 5-0.

Commissioner George requested a correction to the minutes of October 7, 2019, Page Two, made by Commissioner Grove stating (if the rules clearly state that you have to have a unanimous decision, why didn't we impress that a year ago?) Commissioner George requested that staff listen to the audio for clarification and confirmation and make corrections. Commissioner George also requested a correction to the January 7, 2020 minutes under Unfinished Business – Item E, by Commissioner George stating she would like to make sure the Mill Pond Grant and credit cards are included, is incorrect. Commissioner George stated she actually said to be sure the BP settlement transactions were included. Commissioner George also stated on Page four of the January 7, 2020 minutes, under New Business – Item A, USDA Application it stated that Augusta West requested a meeting with Mayor Begos and Mr. Nalley, stating March 1<sup>st</sup> is the official deadline for applying for the USDA Grant. Commissioner George stated what Ms. West requested was permission for Apalachicola Main Street to file a grant on behalf of the City, rather than requesting a meeting.

Commissioner Ash amends the motion, to include the corrections as identified by Commissioner George.

Commissioner Ash made a motion to strike the original motion to approve the minutes. Commissioner Grove seconded and the motion carried 5-0.

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Commissioner Ash made a motion to approve the January 7, 2019 regular meeting minutes, with the corrections as identified by Commissioner George and the March 17, 2020 special meeting minutes. Commissioner Grove seconded and the motion carried 5-0. Mayor Begos stated that the October 7, 2019 special meeting minutes will be on the May meeting.

### **MAYOR AND COMMISSIONERS REPORT AND COMMUNICATIONS**

A) Pandemic Update – Mayor Begos talked about the severity of the COVID19 situation, stating we are all just waiting to see what happens in the next couple weeks.

B) Commissioners discussed the Street Signs replacements, FEMA projects, removal of backstop at the Hendels Ball Field, citizens participation at meetings, the Capital Improvement Plan, the Contract Services with EPCI, the City meetings possibly being held at the Franklin County Annex Building.

### **CITY MANAGER COMMUNICATIONS**

A. City Manager Selection Process – Mr. Holley gave an update on the City Manager Selection Process. Mr. Holley also requested a plan of action from the Commission on proceeding with the selection and the hiring process, to be completed by the end of April. Discussion of the Commission ensued.

Mr. Holley will receive the top three candidates in writing by next Wednesday, April 15<sup>th</sup> from each Commissioner. Mr. Holley further suggests that the City Commission have a Special Meeting on Tuesday, April 28<sup>th</sup> at 3:00 PM and have phone interviews with the top three candidates for the final hiring process.

B. Finance Update – Report, Job Description, Engagement Letter for Interim Financial Services - Mr. Holley introduced Adrian Welle with Roberson and Associates, stating that the financial report completed by Mr. Welle is through February 2020. Mayor Begos requested that Mr. Welle research where the City's short falls are in water and sewer revenues, and also what is in reserve on the City's private insurance payments and the FEMA insurance payments in terms of dollars. Mr. Holley also gave an update on the Finance Director Job Description, and the Engagement letter for Interim Financial Services.

Commissioner George made a motion to approve the contract with Roberson and Associates, for accounting services and that we begin the recruitment process for a Finance Officer. Commissioner Ash seconded and the motion carried 5-0.

C. Grants Update – Langton Associates, Inc. Proposal – Mr. Holley gave a brief update on numerous ongoing grant projects. Mr. Holley stated that the Langton Associates Proposal at \$16,000 is for them to prepare four Grant Projects: (Generators - one for City Hall and one for

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the Police Station, Storm Water - Drainage Improvements along Water Street and the Vacuum Pump System for Wastewater Projects in the Downtown area).

Commissioner Grove made a motion to approve the Langton Associates, Inc. Proposal. Commissioner George seconded and the motion carried 5-0.

**ATTORNEY KRISTY BRANCH-BANKS COMMUNICATIONS**

Attorney Banks gave an update on the USDA - Police Vehicle Grant Application, the virtual public meeting requirements, the Municode Project, the Mike Thrasher Contract Agreement for the “Boat Lift/Waives”, and the Public Water System Improvements Agreement with Inovia Engineering Services.

**PUBLIC COMMENT**

No Public comments.

**UNFINISHED BUSINESS**

**A. APALACHICOLA FILL AND STORMWATER ORDINANCE 2020-03 – FIRST READING**

A) Apalachicola Fill and Stormwater Ordinance 2020-03 – First Reading – Attorney Banks reviewed the Apalachicola Fill and Stormwater Ordinance 2020-03 Proposal. Commissioner Ash expressed concerns of citizen comments. Attorney Banks stated several ways that citizens can give public comments. Commissioner Elliott expressed concerns of citizens having to get engineered plans for landscaping. Attorney Banks referred to Page 13 Special Flood Hazard, Page 14 Special Flood Hazard, and Page 15 Landscaping, reviewing same.

Commissioner Grove made a motion to approve the first reading of Apalachicola Fill and Stormwater Ordinance 2020-03 and to proceed with the adoption process. Commissioner Ash seconded and the motion carried 5-0.

**NEW BUSINESS**

A. City Manager Job Applications – Mayor Begos stated this item was discussed earlier.

B. Manhole Replacement and Refurbishment

Commissioner Ash made a motion to award the Contract to North Florida Construction in the amount of \$582,869.24 to complete the Manhole Replacement and Refurbishment work subject to DEO Approval. Commissioner Elliott seconded and the motion carried 5-0.

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<b>ADJOURNMENT</b>
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With no further business, Commissioner Elliott made a motion to adjourn the meeting at 8:10 PM. Commissioner George seconded and the motion carried 5-0.

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Kevin Begos, Mayor

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Deborah Guillotte, City Clerk