

Apalachicola CRA Meeting

Agenda
February 28, 2019

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes
- IV. Financial Report
- V. Board Member Communications
- VI. Director's Report
- VII. Public Comment
- VIII. Unfinished business
 - None at this item
- IX. New business
 - None at this time
- X. Adjournment

City of Apalachicola CRA

Minutes of the January 17, 2019 Meeting

Present: Mayor Van Johnson, Commissioner Jimmy Elliott, Commissioner Brenda Ash, Commissioner Anita Grove, Commissioner Mitchell Bartley, Jim Bachrach, Tom Morgan, Augusta West.

Jim Bachrach called the meeting to order. There was a motion to approve the minutes of the last meeting by Mayor Johnson. The motion was seconded by Commissioner Bartley and passed unanimously.

Jim Bachrach presented the financial report, noting that the amount the CRA is due from the City is \$31,641. The cash balance of the CRA fund is \$65,754.16 as of December 31, 2018.

There was a discussion on public participation in meetings. Jim Bachrach suggested that there needed to be a process through which to allow public comment. Tom Morgan noted the need for public input and guidance must be balanced with conducting the board's business in a reasonable time, and recommended a three to five minute time slot at the beginning or end of each meeting, or both. David Adlerstein stated that he thought it may be beneficial to have a formalized process and to enforce time limits. He noted that the school board allows attendees to sign up to speak, and they are recognized when the subject comes up. Commissioner Ash agreed with the need for a time frame and staying on topic and referred to Robert's Rules of Order regarding civility. The board decided to use a sign in sheet at the door to document attendees. Commissioner Ash suggested that citizens can also email comments when the agenda is posted. Tom Morgan made a motion that a person wishing to address the board should sign in and indicate the topic they wish to speak about. They will then be given three minutes to address the board during a general comment period at the beginning of the meeting. The motion was seconded by Mayor Johnson and passed unanimously.

Next, Augusta West provided the Director's Report. She gave an update on grants, including the USDA grant/loan application package for the Granulated Active Carbon (GAC) water filter and the USDA Rural Business Development Grant. She presented information and updates on the five annual reports that are required by the state and requested approval of the draft FY 16-17 Annual Report to the Public. Tom Morgan made a motion to accept the report which was seconded by Mayor Johnson and passed unanimously. The electric car charging station project was discussed. Commissioner Grove requested to be included in the site visit by the engineers. It was decided that all three sites should be downtown rather than one being located at the library.

Augusta provided updates on the kayak launch and upcoming professional development activities including the Rural Economic Development Academy on January 16 and Florida Redevelopment Association Academy training in March.

Augusta provided a summary of her recent legislative work including meetings at the Capitol with Rep. Raschein and lobbyist Patrick Bell, DEO staff, and others. She concluded with a reminder of key dates in the upcoming legislative session.

Apalachicola CRA Director's Summary

Augusta R. West

February 25, 2019

USDA Loan/Grant application for the GAC water filter: This application is in its final phases of completion. If the USDA is fully funded this year, the City would be eligible for a 75% grant/25% loan package.

USDA Rural Business Development Grant: The application for this 100% grant to construct sidewalks, pervious parking, and lighting in the Bowery District is due March 1 and is on track for timely submittal.

Electric Car Charging Station Project: Engineers from NovaCharge, Duke Energy's installation contractor, performed site visits on February 1 to assess potential locations. The final sites selected are on Avenue F in front of the old Ford lot, on Avenue D near the Hayes House, and on Commerce Street alongside the Visitors Center.

Professional Development: I attended the Rural Economic Development Academy on January 16, 2019 in Tallahassee. I also attended the Resilient Apalachee Workshop on February 26 in Eastpoint. I will attend the Florida Redevelopment Association Academy's Budgeting, Funding & Reporting course on March 15 in Orlando.

Visit by DEO and Other State Agencies: I am coordinating with the Department of Economic Opportunity for a site visit by their staff and staff from other state agencies to discuss the City's challenges and opportunities for state resources to address them.

CRA Plan Update: I recommend that the plan update timeline coincide with the approval of the next fiscal year's budget and that recommendations from DEO's visit, the outcome of the legislative session, opportunities for public input, and possible technical assistance guide its direction. I have begun incorporating board member's suggestions to date and am working on the new format for strategies, goals, and objectives.

Legislative Agenda: The Apalachicola Environmental Stewardship Bill has been filed in the House and Senate. Legislative appropriations were submitted through Sen. Montford's and Rep. Beshears' staff. I coordinate with our lobbyist Patrick Bell on a continual basis.

Key Upcoming 2019 Legislative Session dates are:

- March 5, 2019: Regular Session convenes
- May 3, 2019: Last day of Regular Session