

REGULAR MEETING
APALACHICOLA CITY COMMISSION
TUESDAY, APRIL 6, 2021 - 6PM
BATTERY PARK COMMUNITY CENTER
1 BAY AVE., APALACHICOLA, FLORIDA 32320

Agenda

You are welcome to 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 five 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

II. Unfinished Business

1. Wilderness Coast Libraries—presentation Sondra Taylor-Furbee
2. Food Truck Settlement
3. Food Truck Ordinance Second Reading
4. Library Board Alternate Member – Ralph Wagoner

IV. New Business

1. Solid Waste Pickup (Alleys vs Streets)
2. Volunteer Proclamation
3. Digital Records
4. Diane Brewer – 5th Street proposal
5. Interpretive Displays Grant – Commissioner Grove (Cindy Clark)

V. Public Comment

VI. Mayor and Commissioner Comments

1. Water & Sewer update – Mayor Begos
2. Rep. Sprowls legislation to mitigate flooding and sea level rise – Mayor Begos
3. CDBG-DR update and discussion
4. City-owned Property for sale – Commissioner Ash

VII. City Manager Communications

1. Surplus Properties Auction update
2. 10th Street Properties Appraisal

IIIX. Attorney Dan Hartman Communications

IX. Finance Director Leo Bebeau Communications

1. Budget
2. Trolley
3. Fire Station Demo
4. Seawall/CRA funding

X. Consent Agenda

- A. Meeting Minutes Adoption – March 2, 2021 Joint WS&CC Meeting; March 2, 2021 Regular Meeting; March 23, 2021 Public Hearing; and March 23, 2021 Special Meeting Minutes.
- B. March 2021 P&Z Minutes
- C. Mayor’s Election Proclamation

XI. Department Reports

XII. 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

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: April 6, 2021**

SUBJECT: Wilderness Coast Library Application

AGENDA INFORMATION:

Agenda Location: Presentations
Department: Library
Presenter: Sondra Taylor-Furbee

BRIEF SUMMARY:

At the February 9 meeting of the Apalachicola Margaret Key Library Board, the board voted unanimously to request that the Apalachicola City Commission apply for membership in the Wilderness Coast Public Libraries Cooperative. The Library Board seeks the Commission's approval to apply for membership with Wilderness Coast Libraries.

RECOMMENDED MOTION AND REQUESTED ACTIONS: Request approval to apply for membership with Wilderness Coast Libraries.

FUNDING SOURCE: N/A

ATTACHMENTS:

Letter to WCL, Information sheet re: WCL, Information sheet re: Apalachicola Margaret Key Library

STAFF'S COMMENTS AND RECOMMENDATIONS:

To: Governing Board of Wilderness Coast Libraries

From: City of Apalachicola

Subject: Wilderness Coast Public Libraries membership

Date: April 6, 2021

The City of Apalachicola respectfully requests Wilderness Coast Public Libraries consider accepting the Apalachicola Margaret Key Library into membership. The Apalachicola Margaret Key Library is a municipal library in Franklin County that currently serves residents of the city, Franklin County, and part-time residents. It is centrally located on the corner of Highway 98 in a new building that was funded with a State Construction grant and additional local funds. It is open 40 hours a week with an MLS degreed library director and one part time employee. Volunteers supplement the services.

Our interest in becoming a member of Wilderness Coast is to increase that quantity and quality of service for library users. We see this possible collaboration as a natural fit as our service area is within Wilderness Coast's area and our mission is very similar. Our Mission Statement reads, "The Apalachicola Margaret Key Library contributes to a healthy, vibrant community by helping citizens create and live their best life."

In 2019-2020, the Apalachicola Municipal Library qualified and received State Aid to Libraries Under the requirements for that funding, we established reciprocal borrowing with Franklin County Library along with some coordinated planning.

We are mindful of the services that are currently provided through the State multicounty library funding and are willing to work with Wilderness Coast to minimize financial impact on current county libraries.

For consideration at the April 6, Apalachicola City Commission meeting

At the February 9 meeting of the Apalachicola Margaret Key Library Board, the board voted unanimously to request that the Apalachicola City Commission apply for membership in the Wilderness Coast Public Libraries Cooperative.

The Wilderness Coast Public Libraries cooperative was established in 1994. It was established by an interlocal agreement between the Franklin, Jefferson, and Wakulla Counties. Wilderness Coast Public Libraries provides shared library services throughout the 3-county area of Franklin, Jefferson, and Wakulla Counties.

Their mission is to enhance the lives of the citizens of Franklin, Jefferson, and Wakulla Counties by providing access to information and materials to meet the educational, informational, cultural, and recreational needs of those citizens through shared technology and resources.

The Governing Board is made up of two appointees from each member county; one appointee is either a County Commissioner or his/her designee, the other is appointed by the County Library Advisory Board. Cooperative Office employees coordinate the Koha Integrated Library System, manage IT technical support, coordinate the process for applying for State funding, and coordinate the E-library and other miscellaneous shared services within the Cooperative.

In 2020-2021, The Wilderness Coast Public Libraries was funded by legislatively appropriated State Aid to Libraries at \$350,000. This is the maximum level that a three-county cooperative is funded.

Benefits of membership in Wilderness Coast Public Libraries:

- State Aid eligibility
- Downloadable books for computer, iPad, kindle or audiobooks
- Interlibrary loan with courier service to other libraries
- Shared programming and staff training
- Collaboration with other library staff
- Shared system for circulating books

Functions not provided by Wilderness Coast

- Daily function of a library director
- Responsibility for library staff
- Does not replace need for a qualified library director

Additional information for Wilderness Coast Libraries

The Apalachicola Municipal Library is located at 80 12th Street, Apalachicola, Florida. It is open forty hours a week, Monday through Friday 10 to 5 and Sunday 12 to 5.

It has been at its current location since October 2017. The new building was funded in part with a State Library Construction grant. Our history stretches back to the 1890's when the ladies reading club was formed in Apalachicola. The library currently has an advisory board of five and an active Friends of the Library group.

The library currently has a little over 3,000 registered borrowers and 9,500 items in the collection. The library was closed for much of 2020, but in 2021, the circulation is running between 400 and 500 items per month. The current annual budget is \$64,600.

From the March 2021 Monthly Report:

- 812 patrons were given assistance
- 511 books/movies/audiobooks were circulated
- 14 new accounts were opened, including 2 seasonal accounts
- 123 patrons have used our computers
- \$419.63 was collected as library revenue
- 69 books were donated
- 121 hours have been donated by volunteers
- 1514 people have been reached with 27 Facebook posts

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: April 6, 2021**

SUBJECT: Food Truck Lawsuit Settlement Agreement

AGENDA INFORMATION:

Agenda Location: Unfinished Business
Item Number: 2
Department: Legal
Contact: Dan Hartman
Presenter: Dan Hartman

BRIEF SUMMARY:

A proposed settlement agreement has been reached, subject to approval by the City Commission. Under the proposed settlement the city insurer will pay plaintiffs \$50,000, in exchange for a full release.

RECOMMENDED MOTION AND REQUESTED ACTIONS: Approve

FUNDING SOURCE: N/A

ATTACHMENTS:

Settlement Agreement

STAFF'S COMMENTS AND RECOMMENDATIONS:

SETTLEMENT AGREEMENT AND RELEASE OF ALL CLAIMS

This Settlement Agreement and Release of All Claims ("AGREEMENT") is made and entered into freely and voluntarily by and between ASHLEY GRIEG ("GRIEG"), BACON ME CRAZY ("BMC"), and CITY OF APALACHICOLA, FLORIDA ("CITY"). For purposes of this AGREEMENT, GRIEG, BMC, and CITY are collectively referred to as the "PARTIES" and GRIEG and BMC are collectively referred to as the "PLAINTIFFS." For purposes of this Agreement, the CITY is interchangeably referred to as "DEFENDANT."

RECITALS

WHEREAS, PLAINTIFFS filed a LAWSUIT against the DEFENDANT in the Circuit Court of the Second Judicial Circuit, in and for Franklin County, Florida, styled Ashley Grieg and Bacon Me Crazy, LLC v. City of Apalachicola, Case No. 2019-CA-000260 ("LAWSUIT").

WHEREAS, the DEFENDANTS have denied, and continue to deny, the validity of the claims and allegations asserted by Plaintiffs and deny that they are liable to Plaintiffs in any sum or manner; and,

WHEREAS, the PARTIES and their counsel negotiated a resolution of this matter on November 16, 2020, and have determined that a compromise, settlement and release of the claims asserted or that could have been asserted in the LAWSUIT, with prejudice, will best serve the interests of all concerned upon occurrence of the conditions set forth in the "Settlement Terms," below; and,

WHEREAS, the PARTIES and their counsel have agreed that each side shall bear its own fees and costs except as set forth under the "Settlement Terms" below; and

WHEREAS, the PARTIES and their counsel have also concluded that the terms of this AGREEMENT are fair, reasonable, adequate and in the PARTIES' mutual best interests; and,

WHEREAS, the DEFENDANT is willing to provide PLAINTIFFS with certain considerations described below, which it is not ordinarily required to provide, provided the claims asserted or that could have been asserted in the LAWSUIT are forever barred, and PLAINTIFFS release the CITY from any claims they have made or might make arising out of their business ventures in the City of Apalachicola or any other relationship that PLAINTIFFS might have with the CITY up to and including the date of this AGREEMENT, and agree to comply with the other promises and conditions set forth in this AGREEMENT:

NOW THEREFORE, in consideration of the mutual covenants and promises contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the PARTIES, the PARTIES agree to be legally bound by the following terms and conditions, which constitute full settlement of any and all disputes between them:

Recitals: The PARTIES acknowledge that the "WHEREAS" clauses in this Agreement are true and correct, and are incorporated herein as material parts to this AGREEMENT.

Definitions: Throughout this AGREEMENT, the term "DEFENDANT" shall include the following: the CITY and any of its present or former officers, directors, subsidiaries, parents, affiliates, partners, employees, agents, attorneys, accountants, executors, administrators, personal representatives, departments, directors, insurers, current and former employees, heirs, successors and assigns, including Preferred Governmental Claim Services (PGCS) as Third Party

administrators on behalf of the Preferred Governmental Insurance Trust, insureds, associations, partnerships, representatives, attorneys, employees, former employees, volunteers, officers, directors, shareholders, agents and assigns, past and present, of the aforesaid entity.

Settlement Terms: As consideration for PLAINTIFFS signing this AGREEMENT and compliance with the promises made herein, the PARTIES agree as follows:

- A. The revisions to the CITY's Ordinance Number 2019-03 as attached as Exhibit "A" shall be presented to the CITY'S Commission at the next properly noticed public meeting to commence the approval process.
- B. Upon the valid enactment of the revisions to Ordinance Number 2019-03 as attached as Exhibit "A", CITY shall pay PLAINTIFFS \$50,000.00, within twenty days of the date of the CITY's receipt of all necessary documents from PLAINTIFFS, with receipt being defined as delivery from PLAINTIFFS' counsel to DEFENDANT'S counsel.
- C. Upon the valid enactment of the revisions to Ordinance Number 2019-03 as attached as Exhibit "A", DEFENDANT shall pay the full costs of mediation within ten days of enactment of Ordinance Number 2019-03, attached as Exhibit "A".

Consideration: PLAINTIFFS understand and agree that they would not receive the benefits specified in this Agreement but for their execution of this AGREEMENT and the fulfillment of the promises contained herein.

Release of Claims:

- (A) By PLAINTIFFS: In exchange for, and in consideration of, the consideration, benefits, and/or other commitments described under "Settlement Terms" above,

including the valid enactment of the revisions to Ordinance Number 2019-03 as attached as Exhibit "A", PLAINTIFFS agree to release each of the claims set forth or that could have been set forth in the LAWSUIT (and any other claims or assertions of liability that may exist), and agrees to voluntarily dismiss the LAWSUIT with prejudice. In addition, PLAINTIFFS for themselves and for each of their heirs, executors, administrators, and assigns, hereby fully release, acquit, and forever discharge the CITY and any of its present or former officers, directors, subsidiaries, parents, affiliates, partners, employees, agents, attorneys, accountants, executors, administrators, personal representatives, departments, directors, insurers, current and former employees, heirs, successors and assigns, expressly including, but not limited to, and all persons acting by, through, under, or in concert with any of them, and from any and all claims, liabilities, causes of action, demands to any rights, damages, costs, attorneys' fees, expenses, and compensation whatsoever, of whatever kind or nature, in law, equity or otherwise, whether known or unknown, vested or contingent, suspected or unsuspected, that PLAINTIFFS may now have, have ever had, or hereafter may have relating directly or indirectly to the allegations in the LAWSUIT, including, but not limited to, any and all claims they may have that arose prior to the Effective Date of this AGREEMENT, and hereby specifically waives and releases all claims, including, but not limited to, those arising under Section 1983 through 1988 of Title 42 of the United States Code, as amended; any and all federal, state or local statutes, ordinances, or regulations, as well as all claims arising under federal, state, or local law involving any tort, contract (express or implied), public policy, retaliation, or any other claim, including, but not limited to, claims under the pending

ordinance doctrine, equitable estoppel, bad faith, ultra vires, equal protection, impairment of use, and/or any challenge to the legality and/or enforcement of CITY Ordinance 2019-03, and specifically including any/all relief sought in the Complaint, including but not limited to Declaratory and/or Injunctive relief. PLAINTIFFS also forgoe any and all rights to participate in a class or collective action against the DEFENDANT alleging violations of any of the above laws which arose prior to the Effective Date of this Agreement, and PLAINTIFFS further covenant and agree not to accept, recover or receive any liquidated damages, other damages or any form of relief based upon any claims asserted or settled in this LAWSUITS that may arise out of, or in connection with, any other individual, class or administrative remedies pursued by any state or local governmental agency against the DEFENDANT.

Reliance: PLAINTIFFS hereby acknowledge that in executing this AGREEMENT, they do not rely and have not relied upon any representation or statement made by the DEFENDANT or by any agents, representatives or attorneys of the DEFENDANT with regard to the subject matter, basis or effect of this AGREEMENT. PLAINTIFFS acknowledge and agree that they have read and understand the meaning of this AGREEMENT and voluntarily enter into this AGREEMENT.

Warranty and Indemnification: PLAINTIFFS agree to indemnify and hold the DEFENDANT harmless from any losses or expenses, claims or liability of any type or character arising out of any attempt by any party to sue and collect on the claims being released by this AGREEMENT, including any liens, payment of healthcare provider or other medical expenses, reasonable attorneys' fees and costs incurred to defend such actions.

No Effect on Public Records Law: PLAINTIFFS understand that nothing in this AGREEMENT is intended to affect or does affect the DEFENDANT'S obligations under Florida's Public Records laws, and that this Release and all other records regarding PLAINTIFFS may be subject to view by the public.

Affirmations: PLAINTIFFS represent and affirm that, other than the LAWSUIT referenced herein, they have no suits, claims, charges, complaints or demands of any kind whatsoever currently pending against the DEFENDANT or with any local, state, or federal court or any governmental, administrative, investigative, civil rights or other agency or board. PLAINTIFFS further represent and affirm as a material term of this AGREEMENT that, they have been paid and/or received all payments to which they may be entitled from the DEFENDANT or due to services they performed for the DEFENDANT and that no payments from the DEFENDANT or due to services they performed for the DEFENDANTS are due them, except as provided for in this AGREEMENT.

No Assignment: The PARTIES represent and warrant that no person other than the signatories hereto had or has any interest in the matters referred to in this AGREEMENT, that the PARTIES have the sole right and exclusive authority to execute this AGREEMENT, and that the PARTIES have not sold, assigned, transferred, conveyed, or otherwise disposed of any claim, demand or legal right that is the subject of this AGREEMENT.

Governing Law and Jurisdiction: This AGREEMENT shall be governed and conformed in accordance with the laws of the United States of America and the State of Florida. Jurisdiction lies solely within the Circuit Court, Second Judicial Circuit of the State of Florida, in and for Franklin County, Florida and all available appellate courts.

No Admission of Liability: The PARTIES agree that neither this AGREEMENT nor the furnishing of the consideration for this AGREEMENT shall be deemed or construed at any time for any purpose as an admission by the DEFENDANT of any liability or unlawful conduct of any kind.

Headings: The headings of the provisions herein are intended for reference only, and the same shall not be, nor be deemed to be, interpretative of the contents of such provision.

Modification of Agreement: This AGREEMENT may not be amended, revoked, changed, or modified in any way, except in writing executed by all PARTIES. PLAINTIFFS agree not to make any claim at any time that this AGREEMENT has been verbally modified in any respect whatsoever. No waiver of any provision of this AGREEMENT will be valid unless it is in writing and signed by the party against whom such waiver is charged.

Interpretation: The language of all parts of this AGREEMENT shall in all cases be construed as a whole, according to its fair meaning, and not strictly for or against any of the PARTIES. This AGREEMENT has been negotiated by and between attorneys for the PARTIES and shall not be construed against the "drafter" of the AGREEMENT. If any portion or provision of this AGREEMENT (including, without implication of limitation, any portion or provision of any section of this AGREEMENT) is determined to be illegal, invalid, or unenforceable by any court of competent jurisdiction and cannot be modified to be legal, valid, or enforceable, the remainder of this AGREEMENT shall not be affected by such determination and shall be valid and enforceable to the fullest extent permitted by law, and said illegal, invalid, or unenforceable portion or provision shall be deemed not to be a part of this AGREEMENT. To the extent that any general release or dismissal in this AGREEMENT is deemed to be illegal, invalid, or unenforceable, PLAINTIFFS agree to execute a valid full and final release of equal scope,

covering any and all claims in favor of the DEFENDANT in exchange for the consideration set forth in this AGREEMENT in the event such consideration has not been given, to effectuate a full release of the claims made or that could have been made in the LAWSUITS.

Binding Nature of Agreement: This AGREEMENT is binding upon PLAINTIFFS, their respective heirs, administrators, representatives, executors, successors, and assigns, and shall inure to the benefit of each party and to their respective heirs, administrators, representatives, executors, successors, and assigns, upon execution of this AGREEMENT. In the event the CITY does not validly enact Exhibit "A" as an ordinance and otherwise perform its obligations, the terms of this AGREEMENT shall be null and void.

Enforcement: If any party to this AGREEMENT is required to engage in litigation against any other party to this AGREEMENT, either as plaintiff or defendant, in order to enforce or defend any of the rights under this AGREEMENT, and such litigation results in a final judgment in favor of such party ("Prevailing Party"), then the party against whom said final judgment is obtained shall reimburse the Prevailing Party for all expenses incurred, including, but not limited to, all attorney's fees (including paralegal fees), court costs and other expenses incurred throughout all negotiations, trials or appeals undertaken in order to enforce the Prevailing Party's rights hereunder.

Entire Agreement: This AGREEMENT sets forth the entire AGREEMENT between the PARTIES hereto, and fully supersedes any prior obligation of the CITY to PLAINTIFFS.

Selective Enforcement: The PARTIES agree that the failure of any party to enforce or exercise any right, condition, term, or provision of this AGREEMENT shall not be construed as

or deemed a relinquishment or waiver thereof, and the same shall continue in full force and effect.

HAVING ELECTED TO EXECUTE THIS AGREEMENT, TO FULFILL THE PROMISES AND TO RECEIVE THE SUMS AND BENEFITS IN THIS AGREEMENT, GRIEG AND BMC FREELY AND KNOWINGLY, AND AFTER DUE CONSIDERATION, ENTER INTO THIS AGREEMENT INTENDING TO WAIVE, SETTLE, AND RELEASE ALL CLAIMS THEY HAVE OR MIGHT HAVE AGAINST THE DEFENDANT.

THE DEFENDANT KNOWINGLY AND VOLUNTARILY ENTERS INTO THIS AGREEMENT.

IN WITNESS WHEREOF, the PARTIES hereto knowingly and voluntarily executed this AGREEMENT as of the date set forth below:

DATED this ___ day of February 2021.

Ashley Grieg and BMC
Plaintiffs

Kevin Begos
Mayor for City of Apalachicola
(Subject to ratification by vote by the City
Commission)

EXHIBIT A

CITY OF APALACHICOLA, FLORIDA ORDINANCE 2019-03 “MOBILE FOOD DISPENSING VEHICLES” AN ORDINANCE OF THE CITY OF APALACHICOLA, FLORIDA, PROVIDING REGULATIONS FOR MOBILE FOOD DISPENSING VEHICLES OPERATING WITHIN THE CITY; ESTABLISHING PROHIBITIONS; ESTABLISHING OPERATING REQUIREMENTS; ESTABLISHING PENALTIES FOR VIOLATIONS; PROVIDING FOR SEVERABILITY, CONFLICTS, CODIFICATION, AND AN EFFECTIVE DATE.

WHEREAS, the mobile food dispensing industry has expanded and provides the service of convenient and diverse food choices; and

WHEREAS, the City Commission recognizes the need for reasonable regulations intended to provide economic development and entrepreneurial opportunities for mobile food dispensing businesses while protecting public health, safety, and welfare, minimizing visual impacts to the public realm and mitigating fiscal impacts to site-built restaurants and businesses; and

NOW THEREFORE BE IT ENACTED BY THE PEOPLE OF THE CITY OF APALACHICOLA, FLORIDA, THE FOLLOWING ORDINANCE PROVISIONS FOR THE CITY OF APALACHICOLA:

SECTION 1. Chapter XI, “Mobile Food Dispensing Vehicles,” of the Code of Ordinances is hereby created as follows:

CHAPTER XI - MOBILE Food Dispensing Vehicles

Section 1. Definitions.

- (a) *Commissary* means an approved facility that provides support services for specific required functions of a mobile food dispensing business. Any food establishment permitted or

licensed by a regulatory agency, such as a catering operation, restaurant, grocery store or similar establishment or any otherwise approved facility by Florida Department of Agriculture and Consumer Services in which food, containers, or supplies are kept, handled, prepared, packaged, or stored can be considered for approval as a commissary. When not required at the mobile food dispensing operation, commissaries may provide a three compartment sink for washing, rinsing, and sanitation of equipment in addition to hand wash and restroom facilities. A private residence may not be used as a commissary.

(b) *Mobile Food Dispensing Vehicle* “means any vehicle that is a public food service establishment and that is self-propelled or otherwise movable from place to place and includes self-contained utilities, including but not limited to, gas, water, electricity, or liquid waste disposal.”

Or, a vehicle which is used to vend food and beverage products and is classified as one of the following:

1. *Class I – Mobile Kitchens*. These vehicles may cook, prepare and assemble food items on or in the unit and serve a full menu. These vehicles may also vend the products permitted for Class II Mobile Food Dispensing Vehicles.
2. *Class II – Canteen Dispensings*. These vehicles vend pre-cooked foods, pre-packaged foods, prepackaged drinks and incidental sales of pre-packaged frozen dairy or frozen water-based food products, fruits and vegetables. No preparation or assembly of food or beverage may take place on or in the vehicle; however, the heating of pre-cooked food is permitted.

(c) *Mobile Food Vendor* means a person who prepares, dispenses or otherwise sells food from a mobile food dispensing.

Section 2. Mobile Food Dispensing Vendor Permit Requirements

- (a) Mobile Food dispensing Vendor Permits must be obtained from the Florida Division of Hotels and Restaurants of the Department of Business and Professional Regulation, pursuant to Florida Statute § 509.241, in compliance with Florida Statute §509.102.

Section 3. Permitted Zoning Districts for Operation of a Mobile Food Dispensing.

Unless authorized or exempted by this Ordinance, mobile Food Dispensing Vehicles may only be permitted to operate within the following zoning districts.

- (a) C-1 – General Commercial
- (b) C-2 – Neighborhood Commercial
- (c) C-3 – Highway Commercial
- (d) C-4 – Riverfront Commercial
- (e) RF – Riverfront

Section 4. Prohibitions.

Mobile food dispensing vendors are prohibited from the following:

- (a) Selling or distributing alcoholic beverages.
- (b) Operating in a City park or City parking lots, public rights-of-way, municipal cemetery or residentially zoned neighborhoods except in compliance with Section 8.
- (c) Operating outside of the permitted zoning districts listed in Section 4 or in any location except in compliance with the requirements of this Chapter.
- (d) Operating on vacant lots with no Water, Sewer or electric, or at abandoned business locations.
- (e) On public property, providing or allowing a dining area, including but not limited to tables, booths, bar stools, benches, standup counters, and tents. Tables, booths, bar stools, benches, and standup counters are allowed on enclosed private property, but on vacant lots only tables, benches, standup counters and tents are allowed.
- (f) Creating amplified sounds in violation of the noise limitation requirements of the City of Apalachicola.
- (g) Installing signage in violation of the Sign Ordinance requirements of the City of Apalachicola. This section will not preclude the use of portable signage, which is no larger than five feet in height and no larger than three feet in width, and which is placed within five feet of the mobile food dispensing vehicle.

- (h) Selling or dispensing food to customers in a moving vehicle or otherwise engaging in drive up sales.
- (i) Parking a mobile food dispensing vehicle: 1) Within twenty (20) feet of a crosswalk; (2) Within fifteen (15) feet of any fire hydrant or storm drainage structure; 3) In an area that impedes the ingress or egress of other businesses, building entrances or driveways; 4) In an area that functions as an emergency entrance or exit.

Section 5. Food Dispensing General Regulations.

- (a) Mobile food dispensing vendors shall remove all waste and trash at the end of each day.
- (b) Mobile food dispensing vendors are liable for all damages and repairs to the streetscape, trees and vegetation, sidewalks, streets, or other public amenities that are caused by its operation.
- (c) Under no circumstances shall grease be released into the City's sanitary sewer system. No liquid waste or grease is to be disposed in tree pits or onto sidewalks, streets or other public spaces.
- (d) In accordance with the Florida Department of Business and Professional Regulation guidelines, all necessary control measures shall be used to effectively minimize, or eliminate when possible, the presence of rodents, roaches and other vermin and insects on the premises of all mobile Food Dispensing Vehicles. Each mobile food dispensing vendor shall maintain a log containing a written record of the control measures performed on the mobile food dispensing. This log shall be open to inspection by City Code Enforcement Officers.
- (e) Mobile food dispensing vendors must not engage in food preparation if the vehicle does not meet sanitation and safety requirements as required by the Florida Department of Business and Professional Regulation.
- (f) All food service equipment utilized by the mobile food dispensing vendor shall be maintained in good repair and a clean condition.

Section 6. Operating Requirements.

- (a) Mobile Food Dispensing Vehicles shall be permitted to operate between 6:00 a.m. and 12:00 a.m. Sunday through Thursday and between 6:00 a.m. and 1:00 a.m. on Friday and Saturday, not including set up and takedown.
- (b) A mobile food dispensing vehicle may operate on public property for a Special Event authorized by the City for the duration of the Special Event. For the remainder of the week, the mobile food dispensing must be removed from the site.
- (c) A mobile food dispensing vehicle may operate at a single private property location for seven (7) days a week, but must be removed from the site for 24 hours at least once every 180 days, in order to comply with Federal Emergency Management Agency regulations for mobile trailers and Flood Hazard Areas.
- (d) All mobile Food Dispensing Vehicles must be fully licensed and ready for highway use. Mobile Food Dispensing Vehicles may not be permanently attached to water, sewer, or electric hook-ups. All mobile Food Dispensing Vehicles must completely detach from utilities and leave the site for 24 hours at least once every 180 days. Any mobile food dispensing that remains on a site for more than 180 consecutive days shall be in violation of this ordinance and then must immediately re-apply for permission to operate subject to all applicable building, zoning and flood zone elevation standards for the location.
- (e) Mobile Food Dispensing Vehicles shall not exceed ten (10) feet in width, including any side extensions of awnings, thirty (30) feet in length, including the length of any trailer hitch, the trailer or other extensions.
- (f) Mobile Food Dispensing Vehicles must have the ability to be self-contained when operating (including all utilities: power, water, cooking fuel sources), except for the required trash and/or recycling receptacles, which shall not impeded free movement of automobiles or pedestrians. The mobile food dispensing vendor shall keep all areas within five (5) feet of the mobile food dispensing clean of grease, trash, paper, cups or cans associated with the vending operation. The foregoing does not preclude a mobile food dispensing vehicle from using of an external power source, where available.
- (g) No more than one mobile food dispensing vehicle shall operate on any one lot at any one time.

Section 7. Food Service Provided to Persons Engaged in Construction

Class II Mobile Food Dispensing Vehicles that are being used to provide food and drink to persons engaged in construction in the City of Apalachicola are exempt from the provisions of Section 4 above, provided such vehicles are only parked for a maximum of ninety (90) minutes.

Section 8. Special Events.

The City of Apalachicola may authorize Food Dispensing Vehicles in the public right-of-way, park, parking lots, or residentially zoned neighborhoods as part of a special event. Food Dispensing Vehicles must be ancillary to the special event. The City may also authorize mobile food vendors at special events for schools, religious institutions and nonprofit organizations.

Section 9. Penalty.

- (a) A Code Enforcement Officer or a Law Enforcement Officer may issue a civil citation for a violation of this Chapter pursuant to the procedures and amounts listed in Chapter 3 of the City's Code of Ordinances. Each violation shall constitute a separate instance for which a separate penalty may be imposed. Upon a mobile food dispensing vendor's third offense within a twelve month period, the City may petition the Florida Department of Business and Professional Regulation to suspend or revoke the vehicle's mobile food dispensing operation license.
- (b) For the purposes of this Section, "offense" shall mean a finding of violation by the Court or payment of the non-contested civil penalty in Section 3 of the City's Code of Ordinances. An offense shall be deemed to have occurred on the date the violation occurred. An offense occurring twelve (12) months after the last offense shall be treated as a first offense for purposes of incurring new fines and penalties.
- (c) If, at any time, the Florida Department of Business and Professional Regulation revokes or suspends the mobile food dispensing vendor's license, the City may prohibit unlicensed food dispensing vehicles from operating.

SECTION 2. Severability.

If any portion of this Ordinance is declared invalid or unenforceable, then to the extent it is possible to do so without destroying the overall intent and effect of this Ordinance, the portion deemed invalid or unenforceable shall be severed here from, and the remainder of this Ordinance shall continue in full force and effect as if it were enacted without including the portion found to be invalid or unenforceable.

SECTION 3. Conflicts.

All Ordinances or parts of Ordinances in conflict herewith, to the extent of such conflict, are hereby repealed.

SECTION 4 . Effective Date.

This Ordinance shall take effect immediately upon adoption by the City of Apalachicola, Florida.

This Ordinance was first read in open session on the ___ day of _____, 2021. This Ordinance was read for the second time and full adopted in open session after Public Hearing on the ___ day of _____, 2021. The final adoption and motion were made by Commissioner _____, and seconded by Commissioner _____. Voting Aye: _____
Voting Nay: _____

FOR THE CITY COMMISSION OF THE CITY OF APALACHICOLA BY:

_____ Kevin Begos, Mayor

ATTEST: _____ Deborah Guillotte City Clerk

APPROVED AS TO FORM: _____ Kristy Branch Banks,
Attorney

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: April 6, 2021**

SUBJECT: Food Truck Ordinance Second Reading

AGENDA INFORMATION:

Agenda Location: Unfinished Business
Item Number: 3
Department: Administration
Contact: Travis Wade
Presenter: Mayor Begos

BRIEF SUMMARY:

This is the second reading of the Food Truck Ordinance.

RECOMMENDED MOTION AND REQUESTED ACTIONS: Approve

FUNDING SOURCE: N/A

ATTACHMENTS:

Food Truck Ordinance

STAFF'S COMMENTS AND RECOMMENDATIONS:

CITY OF APALACHICOLA, FLORIDA ORDINANCE 2019-03 “MOBILE FOOD DISPENSING VEHICLES” AN ORDINANCE OF THE CITY OF APALACHICOLA, FLORIDA, PROVIDING REGULATIONS FOR MOBILE FOOD DISPENSING VEHICLES OPERATING WITHIN THE CITY; ESTABLISHING PROHIBITIONS; ESTABLISHING OPERATING REQUIREMENTS; ESTABLISHING PENALTIES FOR VIOLATIONS; PROVIDING FOR SEVERABILITY, CONFLICTS, CODIFICATION, AND AN EFFECTIVE DATE.

WHEREAS, the mobile food dispensing industry has expanded and provides the service of convenient and diverse food choices; and

WHEREAS, the City Commission recognizes the need for reasonable regulations intended to provide economic development and entrepreneurial opportunities for mobile food dispensing businesses while protecting public health, safety, and welfare, minimizing visual impacts to the public realm and mitigating fiscal impacts to site-built restaurants and businesses; and

NOW THEREFORE BE IT ENACTED BY THE PEOPLE OF THE CITY OF APALACHICOLA, FLORIDA, THE FOLLOWING ORDINANCE PROVISIONS FOR THE CITY OF APALACHICOLA:

SECTION 1. Chapter XI, “Mobile Food Dispensing Vehicles,” of the Code of Ordinances is hereby created as follows:

CHAPTER XI - MOBILE Food Dispensing Vehicles

Section 1. Definitions.

(a) *Commissary* means an approved facility that provides support services for specific required functions of a mobile food dispensing business. Any food establishment permitted or licensed by a regulatory agency, such as a catering operation, restaurant, grocery store or similar establishment or any otherwise approved facility by Florida Department of Agriculture and Consumer Services in which food, containers, or supplies are kept, handled, prepared, packaged, or stored can be considered for approval as a commissary. When not required at the mobile food dispensing operation, commissaries may provide a three compartment sink for washing, rinsing, and sanitation of equipment in addition to hand wash and restroom facilities. A private residence may not be used as a commissary.

(b) *Mobile Food Dispensing Vehicle* “means any vehicle that is a public food service establishment and that is self-propelled or otherwise movable from place to place and includes self-contained utilities, including but not limited to, gas, water, electricity, or liquid waste disposal.”

Or, a vehicle which is used to vend food and beverage products and is classified as one of the following:

1. *Class I – Mobile Kitchens*. These vehicles may cook, prepare and assemble food items on or in the unit and serve a full menu. These vehicles may also vend the products permitted for Class II Mobile Food Dispensing Vehicles.
2. *Class II – Canteen Dispensings*. These vehicles vend pre-cooked foods, pre-packaged foods, prepackaged drinks and incidental sales of pre-packaged frozen dairy or frozen water-based food products, fruits and vegetables. No preparation or assembly of food or beverage may take place on or in the vehicle; however, the heating of pre-cooked food is permitted.

(c) *Mobile Food Vendor* means a person who prepares, dispenses or otherwise sells food from a mobile food dispensing.

Section 2. Mobile Food Dispensing Vendor Permit Requirements

- (a) Mobile Food dispensing Vendor Permits must be obtained from the Florida Division of Hotels and Restaurants of the Department of Business and Professional Regulation, pursuant to Florida Statute § 509.241, in compliance with Florida Statute §509.102.

Section 3. Permitted Zoning Districts for Operation of a Mobile Food Dispensing.

Unless authorized or exempted by this Ordinance, mobile Food Dispensing Vehicles may only be permitted to operate within the following zoning districts.

- (a) C-1 – General Commercial
- (b) C-2 – Neighborhood Commercial
- (c) C-3 – Highway Commercial
- (d) C-4 – Riverfront Commercial
- (e) RF – Riverfront

Section 4. Prohibitions.

Mobile food dispensing vendors are prohibited from the following:

- (a) Selling or distributing alcoholic beverages.
- (b) Operating in a City park or City parking lots, public rights-of-way, municipal cemetery or residentially zoned neighborhoods except in compliance with Section 8.
- (c) Operating outside of the permitted zoning districts listed in Section 4 or in any location except in compliance with the requirements of this Chapter.
- (d) Operating on vacant lots with no Water, Sewer or electric, or at abandoned business locations.
- (e) On public property, providing or allowing a dining area, including but not limited to tables, booths, bar stools, benches, standup counters, and tents. Tables, booths, bar stools, benches, and standup counters are allowed on enclosed private property, but on vacant lots only tables, benches, standup counters and tents are allowed.
- (f) Creating amplified sounds in violation of the noise limitation requirements of the City of Apalachicola.

- (g) Installing signage in violation of the Sign Ordinance requirements of the City of Apalachicola. This section will not preclude the use of portable signage, which is no larger than five feet in height and no larger than three feet in width, and which is placed within five feet of the mobile food dispensing vehicle.
- (h) Selling or dispensing food to customers in a moving vehicle or otherwise engaging in drive up sales.
- (i) Parking a mobile food dispensing vehicle: 1) Within twenty (20) feet of a crosswalk; (2) Within fifteen (15) feet of any fire hydrant or storm drainage structure; 3) In an area that impedes the ingress or egress of other businesses, building entrances or driveways; 4) In an area that functions as an emergency entrance or exit.

Section 5. Food Dispensing General Regulations.

- (a) Mobile food dispensing vendors shall remove all waste and trash at the end of each day.
- (b) Mobile food dispensing vendors are liable for all damages and repairs to the streetscape, trees and vegetation, sidewalks, streets, or other public amenities that are caused by its operation.
- (c) Under no circumstances shall grease be released into the City's sanitary sewer system. No liquid waste or grease is to be disposed in tree pits or onto sidewalks, streets or other public spaces.
- (d) In accordance with the Florida Department of Business and Professional Regulation guidelines, all necessary control measures shall be used to effectively minimize, or eliminate when possible, the presence of rodents, roaches and other vermin and insects on the premises of all mobile Food Dispensing Vehicles. Each mobile food dispensing vendor shall maintain a log containing a written record of the control measures performed on the mobile food dispensing. This log shall be open to inspection by City Code Enforcement Officers.
- (e) Mobile food dispensing vendors must not engage in food preparation if the vehicle does not meet sanitation and safety requirements as required by the Florida Department of Business and Professional Regulation.
- (f) All food service equipment utilized by the mobile food dispensing vendor shall be maintained in good repair and a clean condition.

Section 6. Operating Requirements.

- (a) Mobile Food Dispensing Vehicles shall be permitted to operate between 6:00 a.m. and 12:00 a.m. Sunday through Thursday and between 6:00 a.m. and 1:00 a.m. on Friday and Saturday, not including set up and takedown.
- (b) A mobile food dispensing vehicle may operate on public property for a Special Event authorized by the City for the duration of the Special Event. For the remainder of the week, the mobile food dispensing must be removed from the site.
- (c) A mobile food dispensing vehicle may operate at a single private property location for seven (7) days a week, but must be removed from the site for 24 hours at least once every 180 days, in order to comply with Federal Emergency Management Agency regulations for mobile trailers and Flood Hazard Areas.
- (d) All mobile Food Dispensing Vehicles must be fully licensed and ready for highway use. Mobile Food Dispensing Vehicles may not be permanently attached to water, sewer, or electric hook-ups. All mobile Food Dispensing Vehicles must completely detach from utilities and leave the site for 24 hours at least once every 180 days. Any mobile food dispensing that remains on a site for more than 180 consecutive days shall be in violation of this ordinance and then must immediately re-apply for permission to operate subject to all applicable building, zoning and flood zone elevation standards for the location.
- (e) Mobile Food Dispensing Vehicles shall not exceed ten (10) feet in width, including any side extensions of awnings, thirty (30) feet in length, including the length of any trailer hitch, the trailer or other extensions.
- (f) Mobile Food Dispensing Vehicles must have the ability to be self-contained when operating (including all utilities: power, water, cooking fuel sources), except for the required trash and/or recycling receptacles, which shall not impeded free movement of automobiles or pedestrians. The mobile food dispensing vendor shall keep all areas within five (5) feet of the mobile food dispensing clean of grease, trash, paper, cups or cans associated with the vending operation. The foregoing does not preclude a mobile food dispensing vehicle from using of an external power source, where available.
- (g) No more than one mobile food dispensing vehicle shall operate on any one lot at any one time.

Section 7. Food Service Provided to Persons Engaged in Construction

Class II Mobile Food Dispensing Vehicles that are being used to provide food and drink to persons engaged in construction in the City of Apalachicola are exempt from the provisions of Section 4 above, provided such vehicles are only parked for a maximum of ninety (90) minutes.

Section 8. Special Events.

The City of Apalachicola may authorize Food Dispensing Vehicles in the public right-of-way, park, parking lots, or residentially zoned neighborhoods as part of a special event. Food Dispensing Vehicles must be ancillary to the special event. The City may also authorize mobile food vendors at special events for schools, religious institutions and nonprofit organizations.

Section 9. Penalty.

(a) A Code Enforcement Officer or a Law Enforcement Officer may issue a civil citation for a violation of this Chapter pursuant to the procedures and amounts listed in Chapter 3 of the City's Code of Ordinances. Each violation shall constitute a separate instance for which a separate penalty may be imposed. Upon a mobile food dispensing vendor's third offense within a twelve month period, the City may petition the Florida Department of Business and Professional Regulation to suspend or revoke the vehicle's mobile food dispensing operation license.

(b) For the purposes of this Section, "offense" shall mean a finding of violation by the Court or payment of the non-contested civil penalty in Section 3 of the City's Code of Ordinances. An offense shall be deemed to have occurred on the date the violation occurred. An offense occurring twelve (12) months after the last offense shall be treated as a first offense for purposes of incurring new fines and penalties.

(c) If, at any time, the Florida Department of Business and Professional Regulation revokes or suspends the mobile food dispensing vendor's license, the City may prohibit unlicensed food dispensing vehicles from operating.

SECTION 2. Severability.

If any portion of this Ordinance is declared invalid or unenforceable, then to the extent it is possible to do so without destroying the overall intent and effect of this Ordinance, the portion

deemed invalid or unenforceable shall be severed here from, and the remainder of this Ordinance shall continue in full force and effect as if it were enacted without including the portion found to be invalid or unenforceable.

SECTION 3. Conflicts.

All Ordinances or parts of Ordinances in conflict herewith, to the extent of such conflict, are hereby repealed.

SECTION 4 . Effective Date.

This Ordinance shall take effect immediately upon adoption by the City of Apalachicola, Florida.

This Ordinance was first read in open session on the ___ day of _____, 2021. This Ordinance was read for the second time and full adopted in open session after Public Hearing on the ___ day of _____, 2021. The final adoption and motion were made by Commissioner _____, and seconded by Commissioner _____. Voting Aye: _____
Voting Nay: _____

FOR THE CITY COMMISSION OF THE CITY OF APALACHICOLA BY:

_____ Kevin Begos, Mayor

ATTEST: _____ Deborah Guillotte City Clerk

APPROVED AS TO FORM: _____ Daniel Hartman, Attorney

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: April 6, 2021**

SUBJECT: Committee Assignment

AGENDA INFORMATION:

Agenda Location: City Manager Communications

Presenter: Manager Wade

BRIEF SUMMARY: The City has an opening on the Library Committee for an alternate member.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

Request approval for a new alternate member for the Library Committee.

FUNDING SOURCE: n/a

ATTACHMENTS: Candidate forms

STAFF'S COMMENTS AND RECOMMENDATIONS:

BOARD/COMMITTEE CANDIDATE QUESTIONNAIRE

REQUESTED BOARD/COMMITTEE APPOINTMENT

Library Board

APPLICATION DATE

10/16/19

DATE APPOINTED _____

NAME: Dolores Hayward-Croom

MAILING ADDRESS: 233 10th Street

PHYSICAL ADDRESS: _____

CELL#: 850.653.5943 HOME#: N/A

EMAIL: dolorescroom64@gmail.com

PLACE OF EMPLOYMENT: Retired

WORK#: N/A

1. HOW LONG HAVE YOU BEEN A RESIDENT OF THE CITY OF APALACHICOLA?

10/78

2. WHY ARE YOU INTERESTED IN SERVING ON THIS BOARD/COMMITTEE?

I believe I have a wealth of insight to contribute as well as the correct attitude of servitude toward the citizens of Apalachicola, especially the Elderly and Youth.

3. WHAT DO YOU FEEL YOU CAN CONTRIBUTE BY SERVING ON BOARD/COMMITTEE?

The statement that I made for question 2 also apply to this question

4. DO YOU HAVE ANY EXPERIENCE BY PREVIOUSLY SERVING ON ANY CITY, COUNTY, OR OTHER GOVERNMENTAL BOARDS? IF SO, WHICH BOARDS AND HOW LONG?

I am the Franklin County Dr. Martin Luther King, Jr Celebration Advisory Board Director

5. HAVE YOU ATTENDED ANY CITY MEETINGS? IF SO, WHICH ONES?

Yes, Recently I've attended the Workshop on 10/4/19, Board Meeting on 10/8/19. In recent years I attended many of which I can't recall the dates.

6. WILL YOU BE ABLE TO CONTRIBUTE THE NECESSARY TIME TO PROPERLY RESEARCH ISSUES AND BE AVAILABLE TO ATTEND SCHEDULED MEETINGS?

yes

7. HAVE YOU READ AND/OR FAMILIAR WITH THE CITY'S LAND DEVELOPMENT CODE?

yes

8. HAVE YOU READ AND/OR FAMILIAR WITH THE CITY'S COMPREHENSIVE PLAN?

yes

9. HAVE YOU READ AND/OR FAMILIAR WITH THE CITY'S HISTORIC GUIDELINES?

yes

10. DO YOU HAVE ANY EXPERIENCE IN CONSTRUCTION, PLANNING, LAND USE, OR ARCHITECTURE? IF SO, HOW LONG?

No

11. IF APPOINTED, YOU WILL BE REQUIRED BY LAW TO FOLLOW THE SUNSHINE LAW. HAVE YOU READ AND/OR FAMILIAR WITH THE SUNSHINE LAW?

yes


SIGNATURE

Dolores Hayward-Croon
PRINTED NAME



DOLORES CROOM

233 12th Street ~ P. O. Box 105, Apalachicola, FL 32329,
1.850.653.5943, dolorescroom64@gmail.com

PROFESSIONAL SUMMARY

I will be returning to Gulf Coast State University during the Summer of 2019 to finish my degree, however, now it will be concentrated toward social work. Because of past work experience, I am strong in organizing, articulation, people skills, computer skills, interacting as well as communicating with the people of all walks of life.

I am seeking to begin a short term career in a "giving back" position that will benefit our community.

SKILLS

- Project management
- Organizational Skills
- Issue resolution
- Problem-solving
- Great people skills
- Computer
- Multi-tasking
- Expertise with deadlines
- Punctual/Dependable

EXPERIENCE

August 2018 - Current

Para/media Center | Franklin County School District | Eastpoint, FL

- Fulfill Media Center duties, including: checking in and out books, supervise any K-12 students who enter the library to check out books, monitor and teach library etiquette to Kindergarten through fifth grade classes, keep computer logs of books updated, articulate well with faculty, staff, student body, parents and vendors.

September 1990 - August 2014

In School Suspension | Franklin County Schools K-12 | Eastpoint, FL
Supervision of the In School Suspension Class for Chapman Elementary School in Apalachicola, Florida, Apalachicola High School in Apalachicola, and the Franklin County K-12 School in Eastpoint, Florida. Set up and organized the In School Suspension Class at Carrabelle High School in Carrabelle, Florida.

November 1999 - May 2001

911 Operator | Franklin County Sheriff's Office | Eastpoint, FL

Answered all emergency and non-emergency calls that were routed to the Franklin County Sheriff's Office. Dispatched all emergency vehicles in the county to surrounding cities and waterways within the county.

Other duties included dispatching emergency helicopter transport when needed from neighboring counties and the US Coast Guard.

Dolores H Croom
PO Box 105
Apalachicola, FL 32329
Phone: (859) 653-5493
Email: dolorescroom64@gmail.com

Objective

My **objective** is to begin a new career that will enable me to "give back" and benefit the people of our wonderful community. One of my **goals** is to be able to encourage and motivate those in our community that are fortunate enough to obtain a job to actually excel in their positions as well as life.

Ability Summary

I will be returning to Gulf Coast State University during the Summer of 2019 to finish my degree, however, now it be concentrated toward Social Work. Because of past work experience, I am strong in organizing, articulation, people skills, computer skills, interacting as well as communicating with the people of all walks of life. I am seeking to begin a short term career in a "giving back" position that will benefit our community.

Employment History

Para/Media Specialist

08/2018 - Current Franklin County School Dist 85 School Rd # 1, Eastpoint, FL

Fulfill Media Center duties including: checking in and out books and other resource materials, supervise any k-12 students who enter the library, monitor and teach library etiquette to Kindergarten through fifth grade classes daily, keep computer logs of books updated, articulate well with faculty, staff, student body, parents and vendors. Keep records of lost or damaged books as well as keep a detailed inventory of all school board equipment in the library.

In School Suspension Coordinator (ISS Coordinator)

12/1990 - 05/2018 Franklin County School Dist 85 School Rd # 1, Eastpoint, FL

Supervision of the In School Suspension Class for Chapman Elementary School in Apalachicola, FL, Apalachicola High School in Apalachicola, FL, and Franklin County K-12 School in Eastpoint, FL. Set up and organized the In School Suspension Class at Carrabelle High School in Carrabelle, FL.

911 Dispatcher

11/1999 - 05/2001 Franklin County Sheriff's Dept 270 State Road 65, Eastpoint, FL

Answered all emergency and non emergency calls that were routed to the Franklin County sheriff's Department. Dispatched all emergency vehicles in the county to surrounding cities and waterways within the county. Other duties included dispatching emergency helicopter transport when needed from neighboring counties and the US Coast Guard.

Education and Training

Completion Date	Issuing Institution	Location	Degree Received	Course of Study
01/1990	Gulf Coast State University	FL	2 Years of College or a Technical or Vocational School	Pre-Teacher Education
01/1978	FAMU CETA	FL	Vocational School Certificate	Clerical/Bookkeeping
01/1968	Key West High School	FL	High School Equivalency Diploma	General High School Curriculum

April 1985 - June 1988

Clerk To Adjusters | Nationwide Insurance Company | Gainesville, FL

- Double checked client disbursement checks to ensure there was not double payments as well as correct payments.
- Followed up with customers ensuring their satisfaction with our service.
- Filed claimant's files
- Purged old records

August 1982 - January 1985

Para/receptionist | Franklin County School District | Apalachicola, FL

Welcomed and directed the public to appropriate school administrators that appointments were with. Made appointments for administrators. Operated a ten line phone system. Copied and typed reports for administrators

EDUCATION

Gulf Coast State University, Panama City, FL

Pre-Teacher Education

76 credit hours

BOARD/COMMITTEE CANDIDATE QUESTIONNAIRE

REQUESTED BOARD/COMMITTEE APPOINTMENT LIBRARY BOARD

APPLICATION DATE 2/25/2020

DATE APPOINTED _____

NAME: LUIS "RAMON" VALENZUELA-LOPEZ
MAILING ADDRESS: 16 ADAMS ST, APALACHICOLA, FL
PHYSICAL ADDRESS: SAME
CELL#: 850 559 2640 HOME#: _____
EMAIL: lramonvalenzuela@gmail.com

PLACE OF EMPLOYMENT: WEEMS MEMORIAL HOSPITAL
WORK#: 850 653 8853

1. HOW LONG HAVE YOU BEEN A RESIDENT OF THE CITY OF APALACHICOLA?
10 YRS

2. WHY ARE YOU INTERESTED IN SERVING ON THIS BOARD/COMMITTEE?
TO PROVIDE QUALITY SERVICES TO ITS PATRONS AND HELP AS MUCH AS I COULD THIS COMMUNITY

3. WHAT DO YOU FEEL YOU CAN CONTRIBUTE BY SERVING ON BOARD/COMMITTEE?
NEW IDEAS, HELPING THE SPANISH SPEAKING COMMUNITY

4. DO YOU HAVE ANY EXPERIENCE BY PREVIOUSLY SERVING ON ANY CITY, COUNTY, OR OTHER GOVERNMENTAL BOARDS? IF SO, WHICH BOARDS AND HOW LONG?
PANHANDLE PLAYERS - BOARD MEMBER 3 YRS
LITTLE LEAGUE SOCCER - COUNTY 3 YRS

5. HAVE YOU ATTENDED ANY CITY MEETINGS? IF SO, WHICH ONES?
MOST OF THE MEETINGS IN PERSON AND ONLINE

6. WILL YOU BE ABLE TO CONTRIBUTE THE NECESSARY TIME TO PROPERLY RESEARCH ISSUES AND BE AVAILABLE TO ATTEND SCHEDULED MEETINGS?

ABSOLUTELY

7. HAVE YOU READ AND/OR FAMILIAR WITH THE CITY'S LAND DEVELOPMENT CODE?

YES

8. HAVE YOU READ AND/OR FAMILIAR WITH THE CITY'S COMPREHENSIVE PLAN?

YES

9. HAVE YOU READ AND/OR FAMILIAR WITH THE CITY'S HISTORIC GUIDELINES?

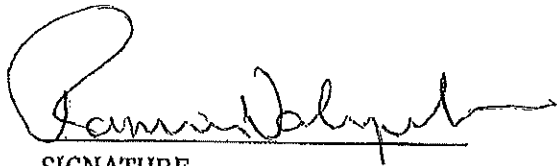
YES

10. DO YOU HAVE ANY EXPERIENCE IN CONSTRUCTION, PLANNING, LAND USE, OR ARCHITECTURE? IF SO, HOW LONG?

35 YRS IN CONSTRUCTION / GENERAL

11. IF APPOINTED, YOU WILL BE REQUIRED BY LAW TO FOLLOW THE SUNSHINE LAW. HAVE YOU READ AND/OR FAMILIAR WITH THE SUNSHINE LAW?

YES



SIGNATURE

Luis Ramon Valenzuela

PRINTED NAME

Luis Ramón Valenzuela
16 Adams Street
Apalachicola, Florida 32320
lramonvalenzuela@gmail.com
850-559-2640

EDUCATION

- **Kent State University, Kent, Ohio**
B.S. in Spanish Translation
May 2007
- **Institute of Philosophy, Guadalajara, Mexico**
B.A. in Philosophy
May 1992

EXPERIENCE

- **Weems Memorial Hospital, Apalachicola, Florida**
Maintenance Tech/Floor Tech
April 2017-Present
Duties: Responsible for maintaining the hospital and clinic premises according to corporate policies, procedures and protocols by repairing and maintaining the physical facilities through carpentry, fixing minor electrical and plumbing issues, painting, and maintaining floor care through routine stripping and waxing processes. Duties also include the coordination of duties with co-workers and being responsive to staff regarding their departmental maintenance needs.
- **Coombs House Inn, Apalachicola, Florida**
Maintenance
April 2015-2017
Duties: Responsible for the general maintenance of the physical facilities by repairing and maintaining the physical structural through carpentry, fixing minor electrical and plumbing issues, painting, and maintaining lawn care. Duties also included promoting positive guest relations and being responsive to staff and guests regarding their maintenance needs.
- **St. Patrick Catholic Church, Apalachicola, Florida**
Maintenance Facilitator
March 2011-2015

Duties: Responsible for the general maintenance of the physical facilities by cleaning and repairing physical structures, fixing minor electrical and plumbing issues, painting, carpentry, and maintaining lawn care.

- **Language Line, Home-Based Office**

- Spanish Language Interpreter**

- August 2008-2011

- Duties:* Provided over-the-phone Spanish-English Interpretation for the limited-English speaking customers of medical, legal, educational, and governmental service providers.

- **Language Access Network, Columbus, Ohio**

- Foreign Language Medical Interpreter**

- July 2007-October 2008

- Duties:* Provided live, remote video Spanish-English translation for limited English-speaking patients regarding medical care issues at hospitals throughout the United States.

- **Steps at Liberty Center, Wooster, Ohio**

- Spanish/English Translator for Court-Ordered Alcohol Education Program**

- February 2005-2007

- (On an as-needed basis)

- Interpreted the course for Spanish-speaking clients at the court-based DUI program.

- **Oak Pointe Nursing and Rehabilitation Center, Holmes County, Ohio**

- Castle Nursing Homes, Inc.**

- State Tested Nursing Assistant

- April 2004-August 2006

- Duties:* Assisted residents with their daily needs including bathing, dressing, walking, and eating and provided support to the nursing staff.

- **Allstate Insurance, Port Isabel, Texas**

- Property and Casualty Claims Adjuster**

- February 2003-2004

- Duties:* Investigated and settled property damage claims according to company guidelines, report writing, data entry, maintaining claims files, provided excellent customer service.

- **Nationwide Insurance, Columbus, Ohio**

Home Field Inspector

January 2000-February 2003

Duties: Received and investigated property insurance claims; assisted customers by evaluating policy prices and risks on personal property for individual policies on property and casualty lines.

SPECIAL SKILLS

- 19 years of coaching soccer including both little league soccer (ages 4-14) and high school soccer (boys and girls)
- 35 years of general construction skills including concrete, plumbing, carpentry, and electrical
- Fluent in Spanish, Portuguese, and English; working knowledge of Italian
- Proficient in Microsoft Word and Microsoft Excel

References are available upon request.

BOARD/COMMITTEE CANDIDATE QUESTIONNAIRE

REQUESTED BOARD/COMMITTEE APPOINTMENT Apalachicola/Key Library

APPLICATION DATE 2/21/2020

DATE APPOINTED _____

NAME: Ralph Howard Wagner
MAILING ADDRESS: P.O. Box 488, Apalachicola, FL 32329
PHYSICAL ADDRESS: 115 17th St, Apalachicola, FL 32320
CELL#: 605-366-8294 HOME#: _____
EMAIL: Wagner@argie.edu

PLACE OF EMPLOYMENT: retired
WORK#: _____
1. Post Pres. Cent Western Ill. Univ.
2. President Emeritus Augustana Univ. S.D.
3. President Emeritus Lutheran Educ. Conference of North America

1. HOW LONG HAVE YOU BEEN A RESIDENT OF THE CITY OF APALACHICOLA?
5/18/2015 prior to moving here we vacationed from 2001 until 2015

2. WHY ARE YOU INTERESTED IN SERVING ON THIS BOARD/COMMITTEE?
1. served on committee that secured private funds for construction of the Apalachicola/Key Library
2. because I care about the health of this city
3. there are no really good communities without a good/operational public library

3. WHAT DO YOU FEEL YOU CAN CONTRIBUTE BY SERVING ON BOARD/COMMITTEE?
1. understand Boards and how they operate
2. have a feeling/understanding of libraries, customer service, civic responsibility
3. my role would be "not tell people "how to", rather my role would be to see that the library is functioning within approved guidelines & functions professionally & ethically"

4. DO YOU HAVE ANY EXPERIENCE BY PREVIOUSLY SERVING ON ANY CITY, COUNTY, OR OTHER GOVERNMENTAL BOARDS? IF SO, WHICH BOARDS AND HOW LONG?
1. economic development - Macon, FL chair 3 yrs
2. economic development 16 county "Corridor of Opportunity" chair 5 years
3. Member ~~State~~ ^{State} Fair Development Corporation - 16 years
4. Lake Madison ^{Sioux} development corp. - 12 years

5. HAVE YOU ATTENDED ANY CITY MEETINGS IN SO MANY CITIES

6. WILL YOU BE ABLE TO CONTRIBUTE THE NECESSARY TIME TO PROPERLY RESEARCH ISSUES AND BE AVAILABLE TO ATTEND SCHEDULED MEETINGS?

yes

7. HAVE YOU READ AND/OR FAMILIAR WITH THE CITY'S LAND DEVELOPMENT CODE?

yes - have read it.

8. HAVE YOU READ AND/OR FAMILIAR WITH THE CITY'S COMPREHENSIVE PLAN?

yes - have read it

9. HAVE YOU READ AND/OR FAMILIAR WITH THE CITY'S HISTORIC GUIDELINES?

yes - have read it; also from participation on HAPPI Board of Directors

10. DO YOU HAVE ANY EXPERIENCE IN CONSTRUCTION, PLANNING, LAND USE, OR ARCHITECTURE? IF SO, HOW LONG? — YES

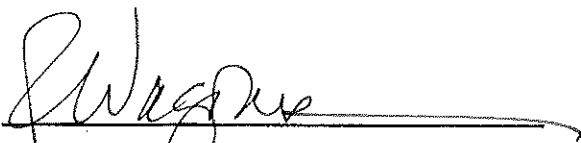
① Duke University - 3 academic buildings 74-77

② Western Illinois University - UP & President - 16 years

③ Augustana University - President 4 major projects \$16 million
7 years

11. IF APPOINTED, YOU WILL BE REQUIRED BY LAW TO FOLLOW THE SUNSHINE LAW. HAVE YOU READ AND/OR FAMILIAR WITH THE SUNSHINE LAW?

yes


SIGNATURE

Ralph H. Wagoner

President-emeritus of the Lutheran Educational Conference of North America
President- emeritus of Augustana College

A native of western Pennsylvania, Ralph H. Wagoner graduated from Gettysburg College with a major in biology in 1960. He earned a Masters degree in Educational Administration from Westminster College, Pa in 1963 and the PhD. in curriculum development and research from Kent State University in 1967.

He served as a teacher, coach and administrator in the public school sector in Ohio prior to moving into the world of higher education at Drake University where he served from 1967 to 1977. While at Drake, he held various positions including tenured Associate Professor of Education, American Council on Education Fellow, Assistant to the President and Director of Development. In 1977 he became Vice President for Public Affairs and Development at Western Illinois University, a position he held until becoming President of WIU and serving from 1987 to 1993.

In 1993, Wagoner assumed the position of President at Augustana College, Sioux Falls, South Dakota and served until he retired in 2000. Following retirement from Augustana, he assumed the position of President of the Lutheran Educational Conference of North America, an association of 42 Lutheran colleges and universities, a position he held until July of 2010 when he retired again. He currently is involved with his mentor/coaching practice involving faculty and administrators in higher education who have been recommended by their presidents.

His research interests are focused in the areas of student, parent and faculty attributes and activities. Further, he has served as a discussion leader and program facilitator for numerous problem-solving and issues-based discussion groups such as Boards of Education and senior academic leadership teams.

Along with his colleagues, Ralph has been recognized by the Council for the Advancement and Support of Education with several awards including the Grand Award for Excellence in Total Programming and the Grand Award in Alumni Programming. In 2000, he was awarded the CASE Chief Executive Leadership Award. Also, in 2000, he received from King Harald V, the Royal Norwegian Order of Merit: Knight First Class. Wagoner is the recipient of honorary degrees from Black Hawk College, IL and Bethany College, KS. He has also received the Gettysburg College Outstanding Alumnus Award.

Ralph has been active in philanthropic, civic, church and professional boards and activities having served in leadership roles on foundations, governmental commissions, hospital and economic development boards. He is Honorary Life Trustee of the Cornerstone Foundation of Lutheran Social Services of Illinois and has served on the boards of the Children's Inn, Children's Home Society, Sioux Falls Development Foundation, was a member of the board and Chair of the Sioux Valley Hospital Board. While living in Madison, SD he served on the Trinity Lutheran Church Foundation Board, President of the Bethel Lutheran Home Foundation, Trinity Lutheran Church Council and the Lake Madison Development Association. Professionally, he has served as Chairman of the Secretariat of the National Association of Independent Colleges and Universities and served as a member of the NAICU Executive Committee. He was actively involved in the Executives in Church Related Higher Education Association.

Ralph has been married to Susie for 57 years and they have two grown children, Amanda and Joe. In 2015 the Wagoner's moved to Apalachicola, Fl. where they had been vacationing since 2001. Ralph and Susie are members of Trinity Episcopal Church where Ralph served on the Vestry, recently completed the four year program, Education for Ministry series and participates in a myriad of other volunteer activities associated with Trinity and the Apalachicola community. He served on the fundraising committee for the new Margaret Keys Apalachicola Public Library and presently is on the board of Historic Apalachicola Plat Preservation, Incorporated. Ralph and Susie recently began serving as volunteers at Sacred Heart Hospital in Port St. Joe

The adventure continues and to God be the Glory!

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: April 6, 2021**

SUBJECT: Solid Waste Pickups (Alleys vs. Streets)

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: 1
Department: Administration
Contact: Travis Wade
Presenter: Travis Wade

BRIEF SUMMARY:

Garbage trucks are causing constant damage to the City's alleys and infrastructure within the alleys. It is a regular occurrence that water meters are damaged, water lines are broken, sewer lines are damaged, storm water drains are clogged or damaged, trees are damaged, as well as the ruts caused by the trucks, which hold water during storms and contribute to the flooding of homeowners' backyards. Additionally, representatives from WastePro have expressed to City staff that their trucks are regularly damaged by the condition of the alleys. An additional benefit of the move is that when an alley is blocked, the garbage truck must bypass the alley and none of the homeowner's on that alley are serviced. With pickups at the street, if a vehicle is blocking a lane, the garbage truck can go around them and there will be no reason for the pickups to be missed.

RECOMMENDED MOTION AND REQUESTED ACTIONS: Approve City Manager's recommendation to move garbage pickups from alleys to the street with the new contract.

FUNDING SOURCE: N/A

ATTACHMENTS:

STAFF'S COMMENTS AND RECOMMENDATIONS:

National Volunteer Week April 18th – 24th 2021

WHEREAS, the entire community can inspire, equip and mobilize people to take action that changes the world; and

WHEREAS, individuals and communities are at the center of social change, discovering their power to make a difference; and

WHEREAS, during the week of April 18th – 24th 2021 all over the nation volunteers will be recognized for their commitment to service; and

WHEREAS, the giving of oneself in service to another empowers the giver and the recipient; and

WHEREAS, our Country's volunteer force of 63 million is a great treasure; and

WHEREAS, Volunteers are vital to our future as a caring and productive community; and

WHEREAS, A volunteer saves on a national average \$27.20 an hour for the organization it volunteers for.

WHEREAS, In Florida a volunteer saves the organization it volunteers for an average of \$24.93

WHEREAS, During the past year many volunteers were faced with same challenges as the rest of the country, but still gave of themselves to make our community better.

NOW, THEREFORE, We, Apalachicola City Commission do hereby proclaim April 18th – 24th 2021 National Volunteer Week in Apalachicola and also urge our fellow citizens to volunteer in Apalachicola and Franklin County. Also we urge others to recognize those who serve, by tirelessly sharing their time and talent with those in need.

Signed this _____ day of _____ 2021

Kevin Begos, Mayor

“Volunteers do not necessarily have the time; they just have the heart.” – Elizabeth Andrew

APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: April 6, 2021

SUBJECT: Digital Records

AGENDA INFORMATION:

Agenda Location: New Business, Item C

Presenter: Mayor Begos

BRIEF SUMMARY:

Image One, a Tampa company that specializes in scanning large numbers of documents for government and business, has done sample scans of City documents and submitted a proposal for large-scale digitization.

The forensic examination last year recommended that the city digitize key documents, for safety and to ease access for both citizens and staff.

However, the vast number of old city records raise the issue of how far back we should go. The Image One quote is for (40) boxes of documents, but we could start with half that amount.

FUNDING SOURCE:

ATTACHMENTS: Quote from Image One.

STAFF'S COMMENTS AND RECOMMENDATIONS:

SALES PROPOSAL

Date: 12/23/2020

Proposal Type

Kevin Begos



New Conversion

City of Apalachicola
192 Coach Wagoner Boulevard
Cooney

Sales Person Mike

6202 Benjamin Road, Suite 103,
Tampa, FL 3363

ApalachicolaFL
32320
Telephone: 800-956-9000

Phone:	850-653-9319	Quote ID #:		
Qty	Description	Price Each	Price Extended	
280	7 Hours per box is based on the sample that we ran 40 boxes x 7 hours = 280The Hourly rate includes the following: Document Scanning Images up to 24x36 - Document prep - 300 dpi both B&W and Color images where needed - Quality Control Inspection - Indexing/File name - Project Name - Removing of staples, binding, etc	\$10,640.0000	\$10,640.00	
2	Pick-up and Delivery Includes: Chain of Custody for security	\$400.0000	\$800.00	

Terms:

Est. Shipping:

TOTAL:

\$11,440.00

**Cust
omer
r
Acc
eptance**

By signing below, the customer warrants that he/she is authorized to place order on behalf of the company, and accepts the terms of this agreement. This proposal is an estimate based on the sample you provided to Image One for document imaging and conversion. If subsequent documents submitted for imaging and conversion differ from documents provided in the sample, you will be contacted and the proposal pricing may be adjusted

accordingly. Differences include but are not limited to: scope, volume, document condition, and material composition. Should you elect not to move

forward with project, you will be invoiced for the work completed and your documents will be returned upon payment of this invoice. Customer agrees to

remit payment with in terms and that invoiced amounts not paid to terms will be subject to late fees of 1 and 1/2 percent per month.

Mike Cooney

Customer Acceptance

Date

Image One Corporation City of Apalachicola

Prices are firm for 30 days from the date of this proposal and are subject to change without notice thereafter.

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: April 6, 2021**

SUBJECT: Grant for the City's historic water works on 5th Street - City permission requested to apply for a grant to clean up, inspect, stabilize, secure and designate historic as a historic resource for Apalachicola the water works building on 5th Street.

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: 4
Presenter: **Diane Brewer**

BRIEF SUMMARY: CDBG grant for neighborhood revitalization. I am requesting permission to find and apply for a grant specifically for the historic portion: the remains of the 1906 water works, to clean up the site, save the brick walls, obtain historic designation, stabilize the structure for safety and secure the site for eventual future uses to be discussed and determined at a later time. The City can be the applicant or designate its Parks and Recreation Committee, which I am on, to do so. Regardless of the named applicant, the grant application will be completed without the need for staff time or resources of the City.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

FUNDING SOURCE: Grant funded

ATTACHMENTS: Yes: map, photo and narrative proposal.

STAFF'S COMMENTS AND RECOMMENDATIONS:

Apalachicola's Historic Water Works

In a historic city like Apalachicola that values the heritage of its community and its many visitors, what remains of the City's water works, a once beautiful brick building, is well worth saving, as the cities of Tallahassee, Gainesville and Jacksonville have done.

Begun after a fire burned two city blocks downtown in 1906, Apalachicola installed a public water system. The remains of the one story brick building on 5th Street (Live Oak Street) was originally built to house the well and pumping machinery. W.C. Van Fleet, a contractor, bore the well. Three and a half miles of pipeline were laid by Robert J. Aiken, plus a brick ground reservoir holding 100,000 gallons and a 100,000 gallon elevated steel tower on Gorrie Square. A September 8, 1906 Apalachicola Times article reported "The gentlemen composing the Water Board have worked hard to have a first class system... erected for the City."

Later, in 1922, the City's telephone and electric lighting plant was moved from the river to the water works plant, and a building built by well known contractor G.H. Marshall was erected to hold them.

Long unused for the water system, and now a site for storing City vehicles, this site of this once beautiful building has become derelict and subject to neglect and abuse. It has been reported that bricks have been removed from the building for many years.

Located within Apalachicola's Community Redevelopment Act district (CRA), cleaning up, stabilizing, designating and securing the water work will do much to improve the blight in this area, which is as close as the residential block across the street!

Other Florida cities have done so already. Gainesville's Boulware Springs Waterworks building, the same age, as Apalachicola's (though not nearly as pretty), was once used meeting space, is now a historic site.

Tallahassee also listed theirs on the National Register. Located at the intersection of East Gaines and South Gadsden Streets, the City has been hard at work to restore theirs. In 2016, its City Commission voted unanimously to spend \$10,000 for a building assessment and \$50,000 for matching grant funds for Phase I renovations leading to approval and funding from the Community Redevelopment Agency for \$750,000 for Phase II restoration. The Florida Trust for Historic Preservation held a reception there to raise awareness for the site, which is now being redeveloped by private entrepreneurship.

We must make a start to save Apalachicola's historic water works. We hope to begin the process with your approval for a grant application. No grant application will commit the City to any specific future use of the water works site. This initial phase of site clean up, historic designation, wall stabilization and a security fence, when done will improve the neighborhood accomplishing several of the City's and CRA's goals.

Thank you,
Diane K. Brewer
March 30, 2021



Overview



Legend

-  Parcels
-  Roads
-  City Labels

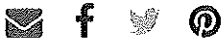
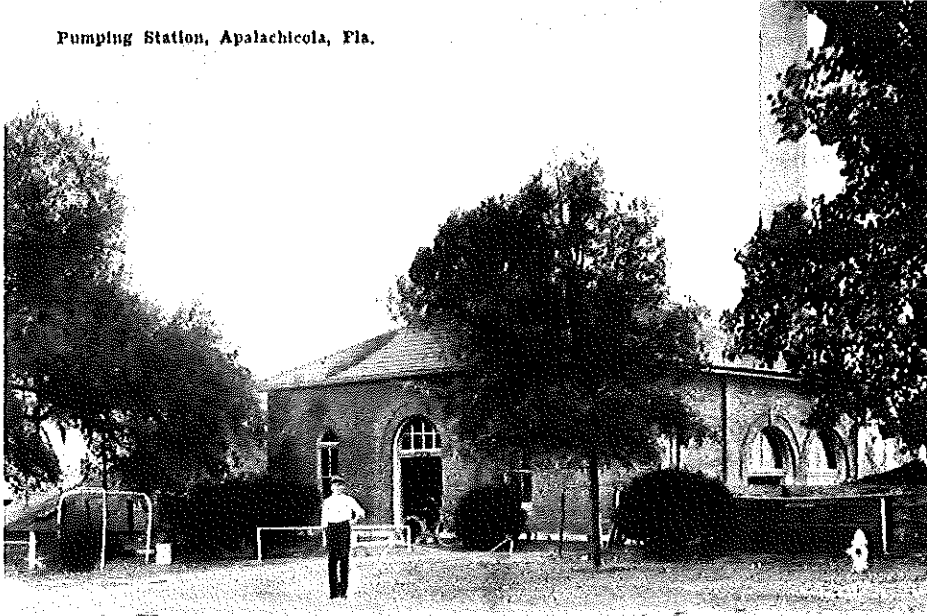
Parcel ID	01-09S-08W-8330-0186-0090	Alternate ID	08W09S01833001860090	Owner Address	APALACHICOLA CITY OF
Sec/Twp/Rng	1-9S-8W	Class	MUNICIPAL		192 COACH WAGONER BLVD
Property Address		Acreage	n/a		APALACHICOLA, FL 32320
District	3				
Brief Tax Description	BL 186 LOTS 9 10				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 3/27/2021
 Last Data Uploaded: 3/27/2021 6:40:41 AM

Developed by  **Schneider**
 GEOSPATIAL

Pumping station - Apalachicola, Florida.

Pumping Station, Apalachicola, Fla.



[\(Share to Classroom\)](#)

[COPY URL](#)

DOWNLOAD



DESCRIPTION

IMAGE NUMBER

RC09452

DATE

1910 (circa)

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: April 6, 2021**

SUBJECT: Historic Preservation Grants 2021

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: 5
Presenter: Commissioner Grove

BRIEF SUMMARY: The City received a grant almost 10 years ago to write and produce 13 interpretive panels along the waterfront and a couple of the city squares. The original panels along the waterfront were heavily damaged by Hurricane Michael and the others are faded. In addition, this would be an opportunity to add new panels (15) highlighting significant landmarks promoting the Apalachicola's black history and creating a black history walking tour.

Cindy Clark, the originator of the panels, is willing to apply for a historic preservation grant, update the original panels and create new panels, for a total of about 30 panels. She found a more durable, NPS-quality sign construction that will stand up to the elements. In addition, she will add a digital component to the panels with additional historic information that can be accessed online. Access to online historical information is a State priority for funding this year.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

Request board approval to allow Cindy Clark to apply for a small matching grant and/or the special category grant, depending on what DOS staff recommends, to support the design, fabrication and installation of panels. The grant window opens April 1 and closes June 1. The amount would be approximately \$3,000 per panel = \$90,000 for 30 NPS-quality signs.

FUNDING SOURCE:

Florida Historic Preservation Small Matching Grant and/or the Special Category Grant (information attached).

ATTACHMENTS:

- Map of existing interpretive panels
- Historic Preservation Small Matching Historic Preservation Grants info
- Historic Preservation Special Category Historic Preservation Grants info

STAFF'S COMMENTS AND RECOMMENDATIONS:

Location of Interpretative Signs



1. Lumber



2. Steamboat



3. Railroad



4. Cotton



5. Sponge



6. Civil War



9. Seafood

Gone

- 7. Where the River meets the bay
- 8. Early History

Interpretative Displays

- 1. Lumber
- 2. Steamboats
- 3. Railroad
- 4. Cotton
- 5. Sponge
- 6. Civil War
- 7. Where the River Meets the Bay
- 8. Early History
- 9. Seafood

Historic Square Displays

- 10. Franklin
- 11. City
- 12. Washington
- 13. Gorrie (State to reprint)

Squares not yet complete
 Madison
 Chapman

**Special Category Historic Preservation Grants
Formal Solicitation for Applications
April 1, 2021 – June 1, 2021
for Fiscal Year 2022-2023**

The Florida Department of State is soliciting applications for Special Category Grant-in-Aid assistance for historic preservation projects. Applications will be accepted **online** at dosgrants.com. The application submission period **will open April 1, 2021, and close at 5:00 p.m. (Eastern) on June 1, 2021**. Applications will only be accepted electronically and must be complete to be considered for evaluation.

SPECIAL CATEGORY GRANTS PROGRAM

The purpose of the Special Category Grants Program is to provide funding to assist major local, regional, and state-wide efforts to preserve significant historic structures and archaeological resources, to assist major archaeological excavations or research projects and assist in the development and fabrication of major museum exhibits that will promote knowledge and appreciation of the history of Florida. The program does not fund operational support for museums or historic preservation organizations.

Project types include: Development; Archaeological Research; Museum Exhibit; and Acquisition. For questions about project types or the eligibility of a project or work item, please refer to the *Special Category Grant Guidelines* on FLHeritage.com/grants.

STATEWIDE PRESERVATION PRIORITIES

Though the Division of Historical Resources will accept applications for all eligible types, this year's priority is:

- Projects that support communities underrepresented in historic preservation
- Projects that support the design, fabrication and installation of modern, interactive Museum Exhibits

ELIGIBLE APPLICANTS

Eligible Applicant Organizations are either a public entity or an active Florida nonprofit. For questions about eligibility, please refer to the *Special Category Grant Guidelines*.

AWARD AMOUNT AND MATCH REQUIREMENTS

Maximum award amount: \$500,000

Match requirement: 1:1, unless reduced as explained below, with a minimum cash match contribution of 25 percent.

Match reduction: A reduction is available for projects proposed to be located within rural counties or communities designated pursuant to Sections 288.0656 and 288.06561, *Florida Statutes*, as REDI-qualified at the time of application submission, as stipulated in the *Special Category Grant Guidelines*. State agencies, state colleges, or state universities are not eligible for a match reduction, regardless of project location.

APPLICATION RESTRICTIONS

An Applicant Organization may submit only one (1) Historic Preservation Special Category Grant Application under a single application deadline for a particular application cycle. State agencies, county or city governments, or universities may submit single applications from more than one division or department under a single application cycle provided that those divisions or departments are separate and distinct budgetary units, and provided that applications do not address the same facility, project, property, or site. For additional restrictions, please refer to the *Special Category Grant Guidelines*.

APPLICATION REVIEW AND PROJECT SELECTION

Eligible applications will be evaluated on a competitive basis by the Florida Historical Commission (FHC) in a public meeting. The FHC will review and score applications pursuant to criteria in the *Special Category Grant Guidelines*, and recommend to the Secretary of State those applications that should be forwarded to the 2022 Legislature for funding consideration in State Fiscal Year 2023.

The FHC's recommendation to the Secretary of State will not result in any immediate grant award. The award and level of funding for each Special Category project will be subject to specific legislative appropriation.

RELEASE OF FUNDS

For projects receiving funding from the 2022 Legislature, funds will become available after July 1, 2022, which is the beginning of the 2022-2023 State Fiscal Year. To receive grant funds, grantees will be required to sign a Grant Award Agreement containing specific administrative responsibilities. Any unexpended balance of grant funds will revert to the state at the end of the 24-month period, on June 30, 2024.

ADDITIONAL REQUIREMENTS

Grantees with Special Category grant projects involving acquisition or development activities will also be required to execute **Restrictive Covenants** that must be recorded with the property deed by the Clerk of Circuit Court in the county where the property is located prior to final release of grant funds and close-out of the project. These covenants require that, in exchange for state grant funds, the grantee will not undertake modifications to the property (other than routine repairs and maintenance) for a period of 10 years, or 20 years in the case of acquisition, without review and approval of plans and specifications by the Division.

For Special Category grant projects involving properties other than real property (e.g. aircraft, locomotive, or marine vessel) and Museum Exhibit projects, the grantee shall execute and notarize a **Preservation Agreement** prior to final release of grant funds and close-out of the project. The preservation agreement requires that the grantee and property owner shall follow the terms specified therein for ten (10) years for Development projects and five (5) years for Museum Exhibit projects.

ADDITIONAL INFORMATION

If you have any questions regarding proposed projects or the online application form, please call the Historic Preservation Grants Program, Division of Historical Resources, at 800.847.7278 or 850.245.6333 or email at DHRgrants@dos.myflorida.com.

**Small Matching Historic Preservation Grants
Formal Solicitation for Applications
April 1, 2021 – June 1, 2021
for Fiscal Year 2022-2023**

The Florida Department of State is soliciting applications for Small Matching Grant-in-Aid assistance for historic preservation projects. Applications will be accepted **online** at dosgrants.com. The application submission period **will open April 1, 2021, and close at 5:00 p.m. (Eastern) on June 1, 2021**. Applications will only be accepted electronically and must be complete to be considered for evaluation.

SMALL MATCHING GRANTS PROGRAM

The purpose of the Small Matching Grants Program is to provide funding to assist local, regional and state-wide efforts to preserve significant historic and archaeological resources, and to promote knowledge and appreciation of the history of Florida. The program does not fund operational support for historic preservation organizations.

Project types include: Survey; Planning; Nominations to the National Register of Historic Places; Heritage Education; and state Historical Markers. For questions about project types or the eligibility of a project or work item, please refer to the *Small Matching Grant Guidelines* on FLHeritage.com/grants.

STATEWIDE PRESERVATION PRIORITIES

Though the Division of Historical Resources will accept applications for all eligible types, this cycle's priorities are:

- Projects that support communities underrepresented in historic preservation
- Projects that support digital access to historical documents and information

ELIGIBLE APPLICANTS

Eligible Applicant Organizations are either a public entity or an active Florida nonprofit. For questions about eligibility, please refer to the *Small Matching Grant Guidelines*.

AWARD AMOUNT AND MATCH REQUIREMENTS

Maximum award amount: \$50,000 (depending on project type).

Match requirement: 1:1, unless waived as explained below, with a minimum cash match contribution of 25 percent.

Match waiver: Certified Local Governments (CLGs) and Florida Main Street Programs are eligible for match waivers as stipulated in the *Small Matching Grant Guidelines*. A waiver is also available for projects proposed to be located within REDI-qualified counties or communities at the time of application submission, as stipulated in the *Small Matching Grant Guidelines*. State agencies, state colleges, or state universities are not eligible for a waiver regardless of project location.

APPLICATION RESTRICTIONS

An Applicant Organization may submit only one (1) Small Matching Grant Application under a single application deadline for a particular application cycle. State agencies, county or city governments, or universities may submit single applications from more than one division or department under a single application cycle provided that those divisions or departments are separate and distinct budgetary units, and provided that applications do not address the same facility, project, property, or site.

CLG applicants may submit separate applications for federal funding and state funding under a single application submission period. When applying for federal funds a CLG applicant shall apply only for Survey, Planning, or National Register Nomination projects; a separate application to compete for state funds may be submitted for either Heritage Education or state Historical Marker projects. No more than a total of two (2) applications, one for federal funding and one for state funding, may be submitted by a CLG under a single application deadline.

APPLICATION REVIEW AND PROJECT SELECTION

Eligible applications will be evaluated on a competitive basis by a Secretary of State appointed Grant Panel in a public meeting. The Grant Panel will review and score applications pursuant to criteria in the *Small Matching Grant Guidelines*, and recommend to the Secretary of State those applications that should be forwarded to the 2022 Legislature for funding consideration in State Fiscal Year 2023.

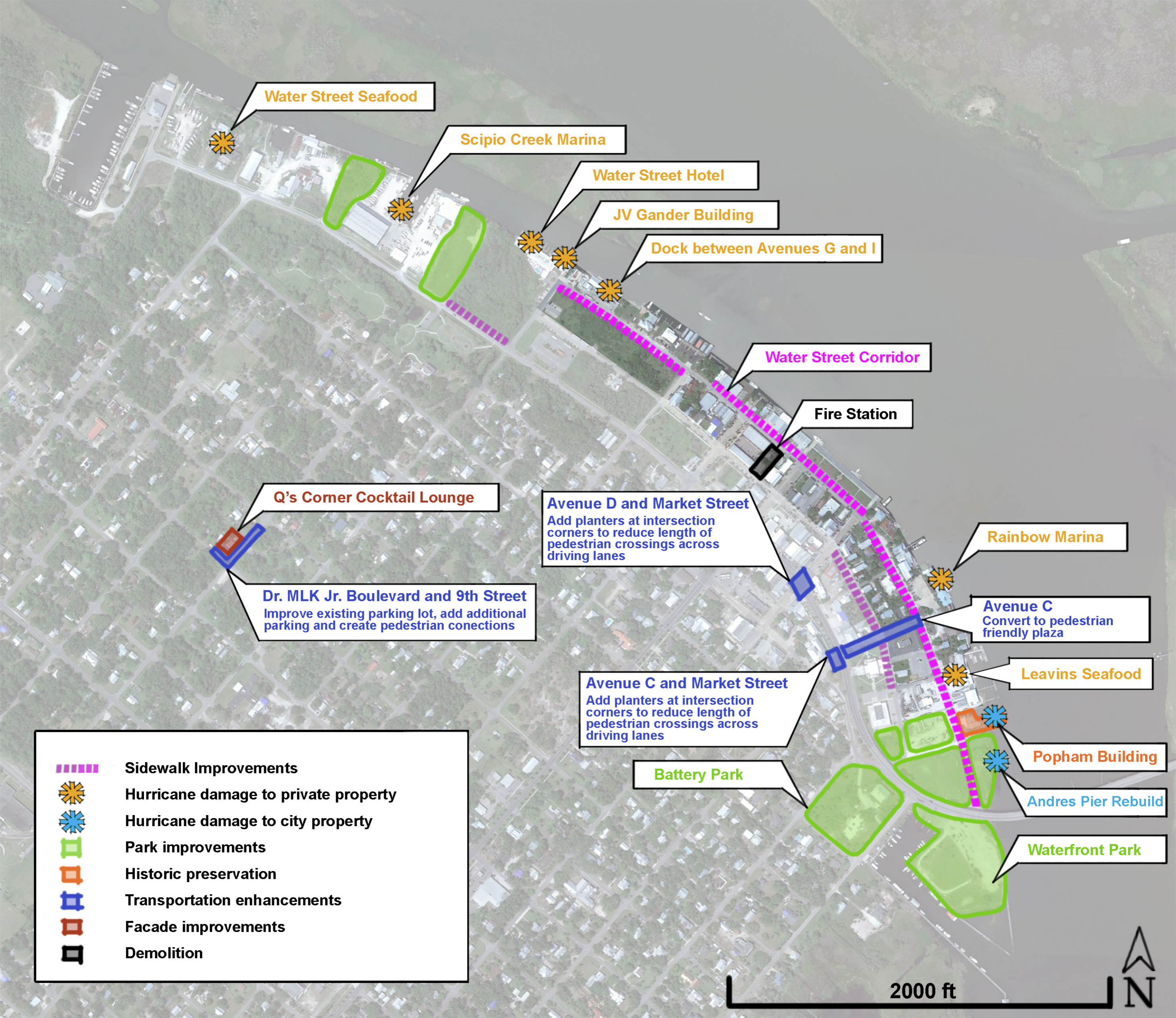
The Grant Panel's recommendation to the Secretary of State will not result in any immediate grant award. The award and level of funding for each Small Matching project will be subject to specific legislative appropriation.

RELEASE OF FUNDS

For projects receiving funding from the 2022 Legislature, funds will become available after July 1, 2022, which is the beginning of the 2022-2023 State Fiscal Year. To receive grant funds, grantees will be required to sign a Grant Award Agreement containing specific administrative responsibilities. Any unexpended balance of grant funds will revert to the state at the end of the 12-month period, on June 30, 2023.

ADDITIONAL INFORMATION

If you have any questions regarding proposed projects, eligibility, or the online application form, please call the Historic Preservation Grants Program, Division of Historical Resources, at 800.847.7278 or 850.245.6333 or email at DHRgrants@dos.myflorida.com.



Water Street Seafood

Scipio Creek Marina

Water Street Hotel

JV Gander Building

Dock between Avenues G and I

Water Street Corridor

Fire Station

Q's Corner Cocktail Lounge

Avenue D and Market Street
Add planters at intersection corners to reduce length of pedestrian crossings across driving lanes

Rainbow Marina

Dr. MLK Jr. Boulevard and 9th Street
Improve existing parking lot, add additional parking and create pedestrian connections

Avenue C
Convert to pedestrian friendly plaza

Avenue C and Market Street
Add planters at intersection corners to reduce length of pedestrian crossings across driving lanes

Leavins Seafood

Battery Park

Popham Building

Andres Pier Rebuild

Waterfront Park

-  Sidewalk Improvements
-  Hurricane damage to private property
-  Hurricane damage to city property
-  Park improvements
-  Historic preservation
-  Transportation enhancements
-  Facade improvements
-  Demolition

2000 ft

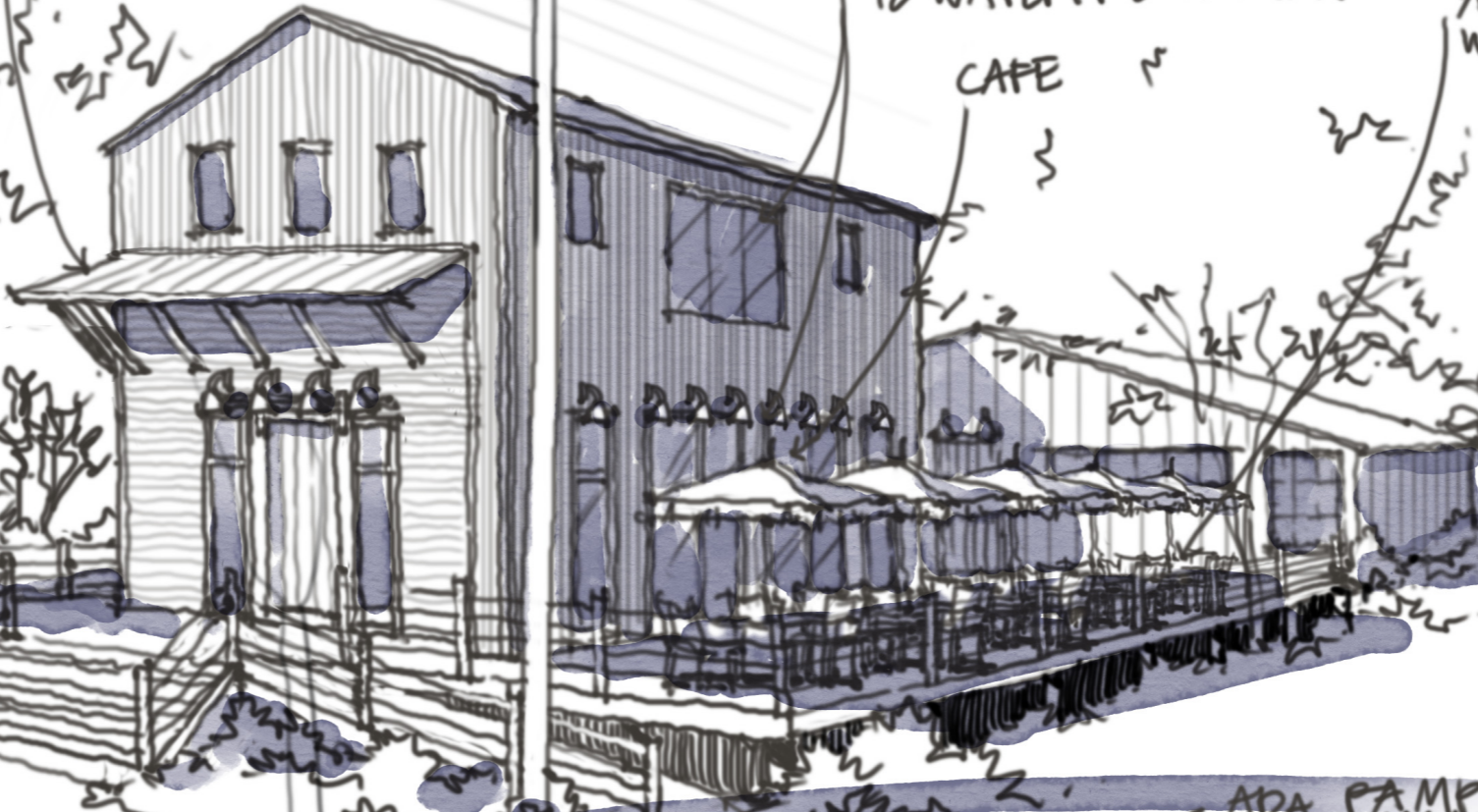


EXTEND OVERHANG
OVER MAIN ENTRY

OPEN S FACADE WITH WINDOWS &
GLASS DOORS → CONNECTION
TO WATERFRONT PARK

ADD DECK & ACTIVATE
WITH SEATING

CAFE



LANDSCAPE BUFFER
WITH STREET TREES

ADA RAMP ON N & S SIDE
OF THE MAIN ENTRY
CONNECTION TO
WATERFRONT PARK

CONSIDER USE OF
HORIZONTAL & VERTICAL
ORIENTATION OF CORRUGATED
TIN

RESTORE HISTORICAL CORE
OF POPHAM BUILDING

FACADE BELOW OVERHANG PRESSED
INVERT TO CREATE INTEREST

RESTORE ORIGINAL OVERHANG

MAINTAIN ORIGINAL LOCATION OF
ALL WINDOWS, CONSIDER EXTENDING
HEIGHT AT LOWER PORTION

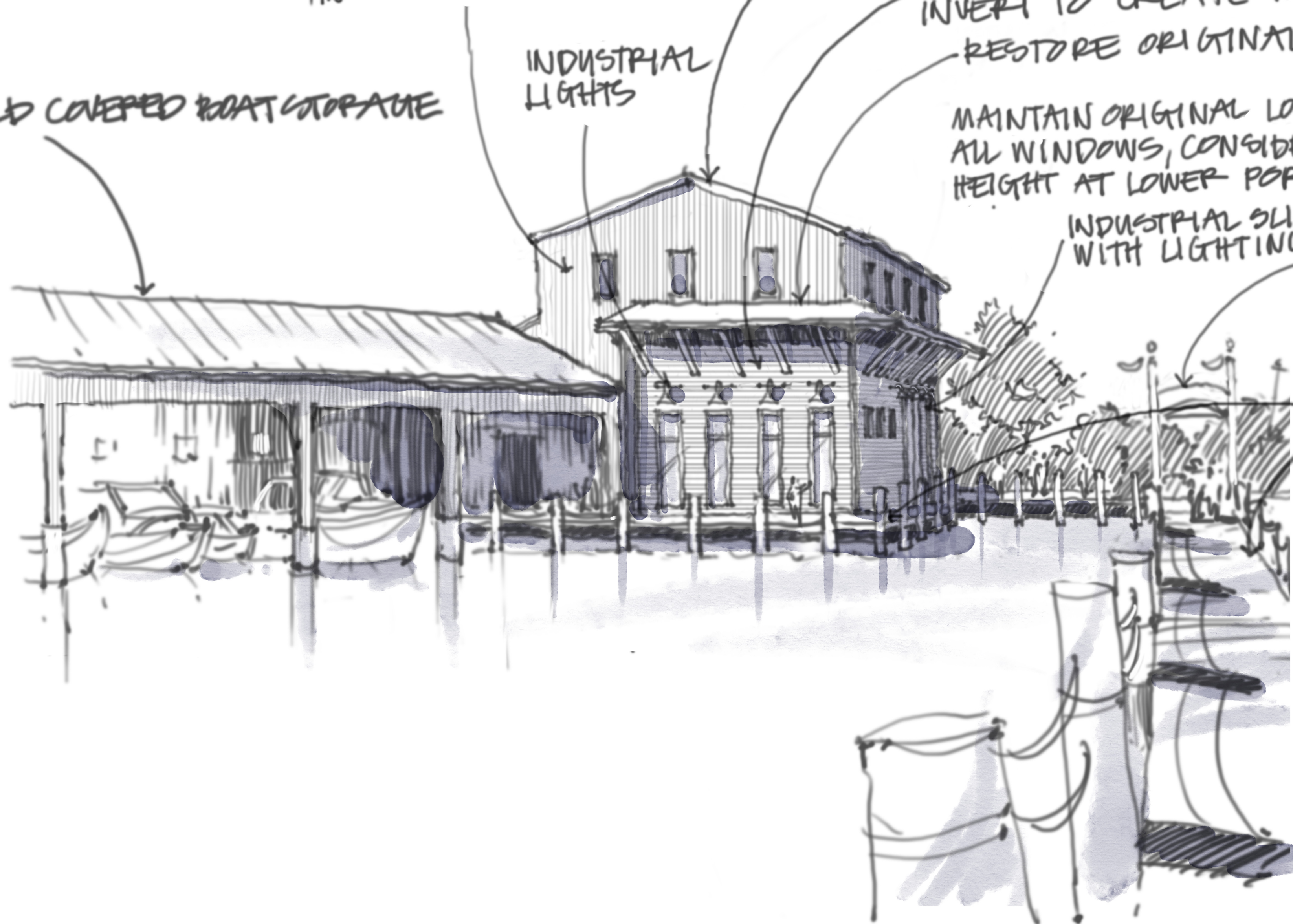
INDUSTRIAL SLIDING DOOR
WITH LIGHTING

REFINE DOCK
WITH ENTRY
GATE/SIGN

RESTORE
DOCK

REBUILD COVERED BOAT STORAGE

INDUSTRIAL
LIGHTS

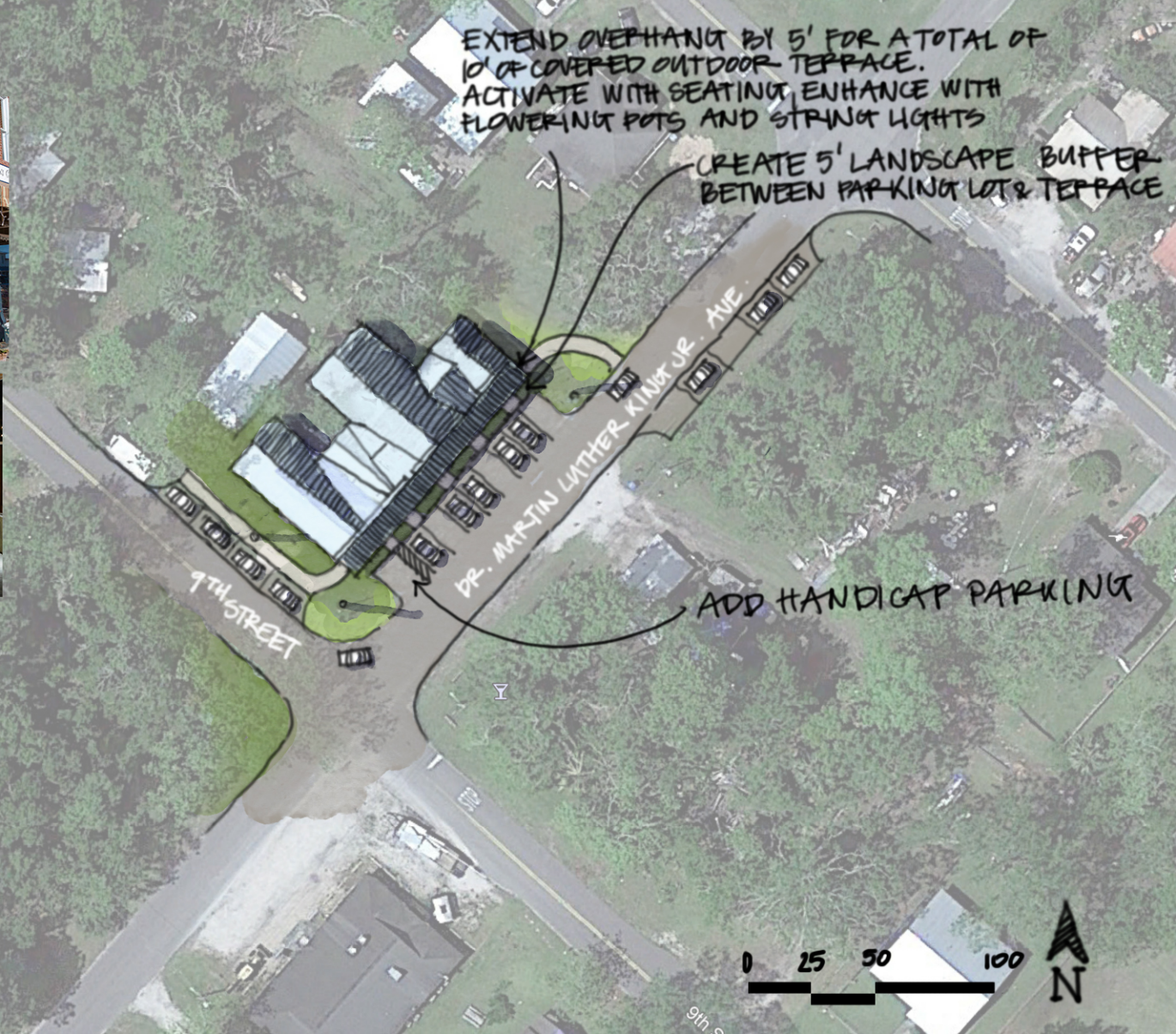




EXTEND OVERHANG BY 5' FOR A TOTAL OF 10' OF COVERED OUTDOOR TERRACE.
ACTIVATE WITH SEATING, ENHANCE WITH FLOWERING POTS AND STRING LIGHTS

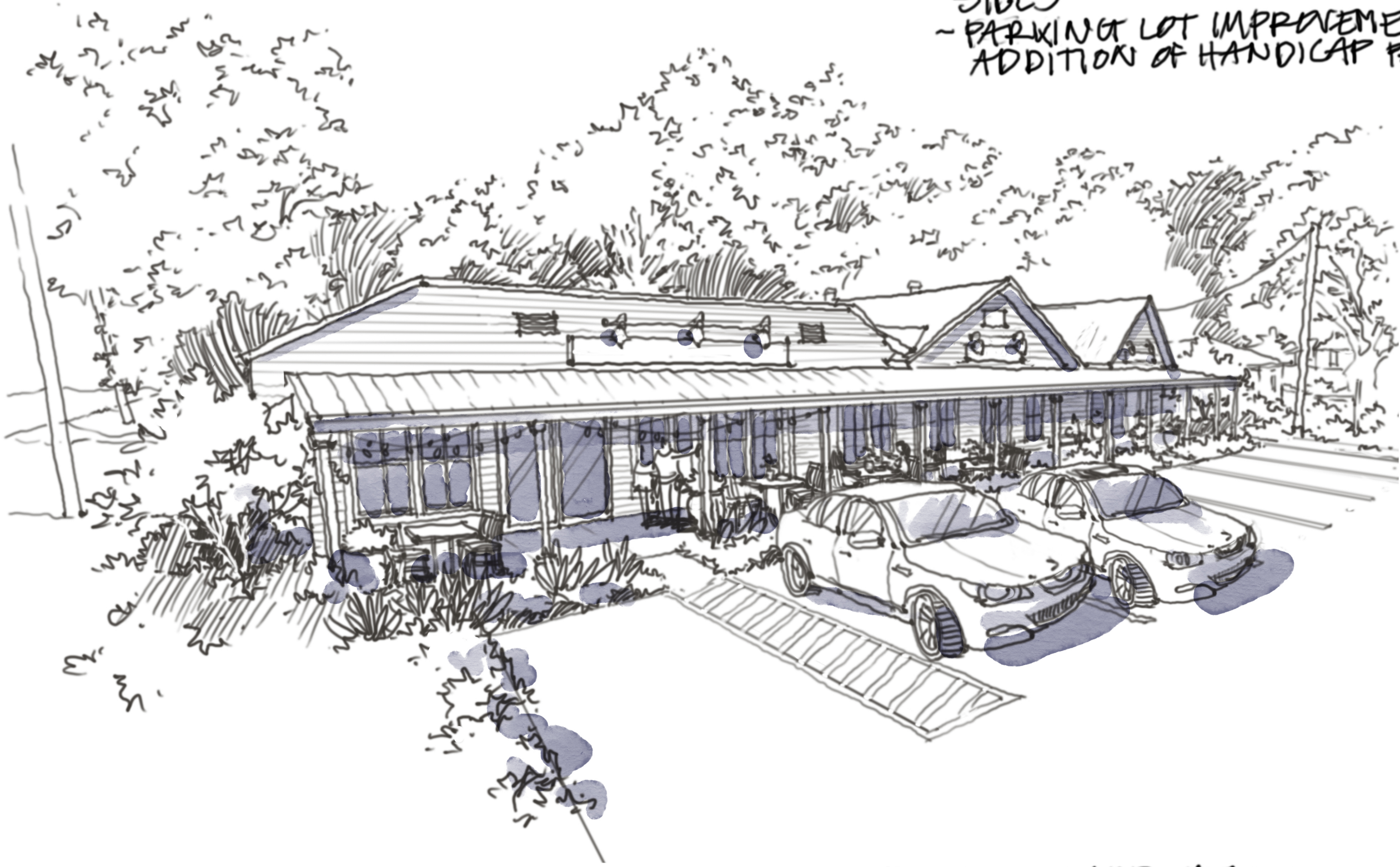
CREATE 5' LANDSCAPE BUFFER BETWEEN PARKING LOT & TERRACE

ADD HANDICAP PARKING



LANDSCAPE IMPROVEMENTS:

- LANDSCAPE BUFFER BETWEEN PARKING LOT & EXTENDED COVERED OUTDOOR TERRACE - PAVED ACCESS POINTS EACH TWO PARKING SPACES
- OUTDOOR TERRACE NOW 10' WIDE ACTIVATED WITH SEATING, BENCHES, DECORATIVE POTS & LIGHTING
- LANDSCAPE BUFFER ON SW & NE SIDES
- PARKING LOT IMPROVEMENTS + ADDITION OF HANDICAP PARKING



FACADE IMPROVEMENTS:

- EXTENDED OVERHANG
- IMPROVED SIGNAGE + ADDITION OF LIGHTING
- UNIFY HEIGHT OF WINDOWS ACROSS LENGTH OF THE BUILDING
- CONVERT Q'S LOUNGE DOOR TO GLASS DOUBLE DOOR, OTHER DOORS TO SINGLE GLASS DOORS
- IMPROVED ELECTRICAL CONNECTION

MORE SUNLIGHT
ON THE INTERIOR
IMPROVED IN-OUT
CONNECTION

Apalachicola Draft Narrative for Riverfront Revitalization Project Application

DUNS #:

Give a brief description of the proposed project (3-4 sentences max): The City of Apalachicola proposes to utilize funding from Rebuild Florida Hometown Revitalization Program for Hurricane Michael Recovery to create improved access from the city's downtown district and the Riverfront Park area to the Battery Park area by demolishing, repairing, and rehabilitating important community assets.

National Objective: Urgent Need, LMI, Slum & Blight

Congressional District the project resides in:

Florida Senate District the project resides in:

Florida House District the project resides in:

PROJECT DESCRIPTION: Attach the Project Description to this application as an addendum (limit to 2,500 words)

Please provide a written overview/summary of the project being proposed.

•State the project purpose and description of the proposed activity

The City of Apalachicola, impacted severely by Hurricane Michael, proposes a comprehensive effort to restore and revitalize areas of the city with particular importance to residents and local businesses. Apalachicola will utilize funding from Rebuild Florida Hometown Revitalization Program for Hurricane Michael Recovery to create improved access from the city's downtown district and the Riverfront Park area to the Battery Park area. The City proposes a range of strategies to use the funds to aid in community and economic development. For example, the city will use the funds to demolish buildings damaged by Hurricane Michael and return them to productive commercial use, repair and rehabilitate important community assets which benefit the LMI community, and update city assets to meet current ADA standards. Apalachicola will also utilize a portion of the funding to help meet workforce housing needs, which are directly tied to economic development and support for small businesses in the City of Apalachicola.

The projects proposed herein seek to repair damage caused by Hurricane Michael and provide economic revitalization, which includes any CDBG-DR eligible activity that demonstrably restores and improves some aspect of the local economy.

Actions planned for these prospective funds include, but are not limited to:

Apalachicola Draft Narrative for Riverfront Revitalization Project Application

- Demolish the old Apalachicola Fire Station and convert it into parking and community gathering area which will benefit local economic activity and community dynamics.
- Repair the old Coast Guard area in Apalachicola and provide the space to local businesses, entrepreneurs and startups.
- Improve sidewalks along Water Street down to Battery Park, which are critical areas for pedestrian travel and community walkability.
- Improve sidewalks from Gibson Inn area down to Battery Park, which are critical areas for pedestrian travel and community walkability.
- Repair covered boat slips at the Popham Building and convert them into assets that can be returned to commerce.
- Demolish portions of Popham Building with a focus on keeping the original core and revitalizing the facility for reuse and community benefit.
- Partner with various property owners to repair docks damaged by Hurricane Michael, thereby enhancing job creation opportunities community use of natural resources.

The City of Apalachicola also intends to utilize funding from Rebuild Florida Hometown Revitalization Program for Hurricane Michael Recovery to partner with local property owners to improve buildings damaged by Hurricane Michael and demolish vacant structures so that lots may be utilized for new development, thus contributing to the economic revitalization of the city.

- Specify the businesses and respective FEIN that will be assisted by completion of this project

LIST ALL BUSINESSES HERE

Water Street Seafood is the only business packet we have received- We need the business packet filled out completely on any other businesses planning to participate.

- Describe the tie-back to Hurricane Michael

Hurricane Michael caused catastrophic damage to Apalachicola and the city is currently focused on long term community recovery activities and economic revitalization planning as a result of Hurricane Michael's impacts. Hurricane Michael damaged or destroyed critical community assets, homes, businesses and infrastructure throughout Apalachicola. The proposed projects are comprehensive in their community and economic recovery scope, seeking to restore and rehabilitate critical community

Apalachicola Draft Narrative for Riverfront Revitalization Project Application

buildings and citywide infrastructure, all of which serve as anchors in the community and all of which were damaged, destroyed or otherwise negatively impacted by Hurricane Michael.

- Describe anticipated outcomes

The City of Apalachicola is a historic gem in the State of Florida, situated along the banks of the Apalachicola River, and known for its historic working waterfront and world-famous oysters. Locals and industry experts have seen a decline in seafood production and other economic activity over the past decade and local citizens fear that they are one natural or manmade disaster away from total economic collapse and devastation for the entire community. Droughts, oil spills, tropical storms and most recently, Hurricane Michael, have taken a severe toll on the bay and the seafood industry and tourism industries that it supports.

Recognizing these critical needs, in 2018 the Florida Legislature amended the Apalachicola Bay Area Protection Act to include an emphasis on improvements needed for water quality and affordable housing as a priority for this region. The projects proposed herein were first described in the Apalachicola ACSC Work Plan. They were specifically developed to address the following areas of need:

- Local investment in projects of high priority to the community.
- Support for the proposed Apalachicola Stewardship Act and other legislative requests.
- Strategic leveraging of other potential funding from Triumph Gulf Coast and other Hurricane Michael Recovery funding opportunities.
- Actions to address critical, long-standing infrastructure issues in the community that are important to the protection of natural resources, the local community and the local economy.

The projects proposed herein and other projects identified in previous funding requests are aimed at addressing infrastructure, economic development, housing, and water quality as the guiding principles for development consistent with City of Apalachicola's Area of Critical State Concern designation. As is the case for many places of environmental significance, these projects are inextricably connected and many projects will address multiple issues important to the City of Apalachicola.

- Describe how the project will be maintained after it is completed

The projects contained within this application will be incorporated into the City's annual appropriations process such that the improvements will be maintained and leveraged for additional improvements. The City of Apalachicola commits to maintaining project improvements for the useful lives of all funded projects.

- Provide justification if using slum or blight or urgent need national objective

We will provide narrative here as we intend to demonstrate how all three national policy objectives may be met by this application.

DAMAGE SUMMARY: Attach the Damage Summary to this application as an addendum (limit to 2,500 words)

- Please provide a written overview/summary of how Hurricane Michael's damage impacted the service area.

Hurricane Michael made landfall in the project service area at 2 p.m. EDT October 10, 2018, with top sustained winds of 155 mph and a central pressure of 919 millibars. This makes Michael the strongest land falling mainland U.S. hurricane (by pressure) since Camille of 1969, and the strongest by wind speed since Hurricane Andrew of 1992, which had 165 mph winds. Hurricane-force wind gusts, torrential rains causing flooding in many low-lying areas, and a massive storm surge affected the service area as Michael moved inland after landfall. Hurricane Michael continued intensifying, with sustained winds of 150 mph and a central pressure of 919 millibars after landfall, which inundated many escape routes. Michael was one of the most intense hurricanes on record to make landfall in the U.S. The storm surge caused severe flood damage to residential, commercial, and public buildings and infrastructure. The storm tide high water marks in the service area (i.e., Franklin County) ranged in elevation between 8.4 and 10.6 feet according to USGS storm surge high water mark surveys.

This project is located in the City of Apalachicola, Franklin County, which is a low-lying coastal county with a majority of its land within the 100-year flood zone. As a result, more than 900 of its 1,732 applicants reside within a flood zone. Here, 1,259 owner occupied households and 456 renter occupied households applied for FEMA assistance. Although fewer than 600 homes across the county were found to have high/severe FEMA damage the balance of homes (more than 1,500), damaged to a lesser extent, may require significant recovery resources to aid in recover.

A total of 1,484 businesses are located in areas within Franklin County that experienced sustained winds of 57 mph or higher during Hurricane Michael, and these businesses are estimated to have sustained total damages and losses of \$198.36 million. Estimated insurance payouts for damage and losses to commercial structures and contents in Franklin County are \$52.1 million. Estimated business interruption

Apalachicola Draft Narrative for Riverfront Revitalization Project Application

insurance payments are \$16.5 million. In addition, a total of \$1.49 million in low interest loans has been disbursed by the SBA. Therefore, the total unmet needs for Franklin County are estimated to be \$128,238,569.

The State Action Plan estimates that impact to infrastructure in Franklin County totaled in excess of \$32M.

- Include impacts other than physical

Growing evidence suggests that the Hurricane Michael had both immediate and lasting adverse health and mental health consequences. For storm-affected populations, the psychological distressed caused by the event and subsequent struggles of recovery can often last for years after the hurricane's landfall. This observation is borne out by abundant data collected by researchers over several decades.

It is difficult, in the absence of baseline data, to account for variability in the physical and mental health outcomes among survivors. Even among the most vulnerable populations, there is often considerable variability in survivors' responses to traumatic events. However, exploration of the economic, social, and health and mental health consequences of the hurricane, alone and in combination, heighten vulnerability of Apalachicola's citizens. Previous disaster responses have focused on the interrelationships between the severity of exposure and the resources available to the individual. Most of these models have posited that resources function to moderate or "buffer" the effects of hurricane experiences, influencing individuals' perceptions of and their responses to the disaster. Survivors with initially low levels of health, social or economic resources are more vulnerable to the negative consequences of the hurricane, both during the event and in the years to follow. The most vulnerable citizens often experience relatively steeper declines in emotional and physical health outcomes.

Heightened recovery activities, including those that provide "positive recovery optics", such as renovated buildings, reductions of slum and blight, construction of new infrastructure, etc. (all included in Apalachicola's strategic recovery plan and the projects proposed here), can often have a buffer effect and improve physical and mental health outcomes.

- Describe if and how Hurricane Michael exacerbated any previous service area issues

Apalachicola was designated as a Florida State Area of Critical State Concern in 1985, pursuant to Section 380.0555, Florida Statutes. Initially, the Apalachicola Bay Area designation included the City of Apalachicola, the City of Carrabelle, and unincorporated Franklin County (excluding Alligator Point). In 1993, all but the City of Apalachicola were removed from the designation. The Apalachicola River is the

Apalachicola Draft Narrative for Riverfront Revitalization Project Application

largest river in Florida. The Apalachicola River provides 35% of the freshwater input to the northeastern Gulf of Mexico. The River is the second largest river entering the Gulf of Mexico, with the Mississippi being the largest. The Apalachicola, together with the adjoining Chattahoochee and Flint Rivers, comprise a drainage system encompassing more than 19,000 square miles of southern Georgia, eastern Alabama and northern Florida and emptying into the Gulf of Mexico through Apalachicola Bay. The Apalachicola Chattahoochee Flint basin is considered a biodiversity hotspot and harbors one of the highest concentrations of threatened and endangered species in the United States. Apalachicola Bay is one of the more productive estuaries in North America, supplying approximately 90% of the oysters in Florida and 10% nationally, and is an important nursery ground for numerous commercially - and recreationally - important fish and invertebrate species.

The legislative intent of this designation was to protect the natural and economic resources of the Apalachicola Bay Area through comprehensive land planning, promoting economic growth, improving water quality, and promoting resource protection. In the last several years, additions have been made to the act to address the need for providing affordable housing in close proximity to places of employment and protecting and improving water quality through federal, state, and local funding of water quality improvement projects, including the construction and operation of wastewater management facilities that meet state requirements. As a part of this designation, any land development regulation or element of a local comprehensive plan in the City may be enacted only after it has been approved by the state land planning agency. The City was also required to enact land development regulations to protect the Apalachicola Bay Area from stormwater pollution and implement a management program. Progress on the objectives of the designation work plan is provided to the state on a semiannual basis which is then tasked with making recommendations to the Administration Commission.

Currently, there are five Areas of Critical State Concern in Florida: the City of Apalachicola, the City of Key West, the Florida Keys, the Green Swamp Area, and the Big Cypress Area. As a result of the nature of the designation, these areas can share similar challenges and characteristics despite the diversity. For example, in the City of Apalachicola, the Florida Keys and Key West, unique natural resources provide the backbone of the economy, making economic growth and long-term sustainability heavily impacted by local natural resources. In 2016, Representative Holly Raschein (R- Key Largo) passed the Florida Keys Stewardship Act to provide a long-term framework for investing state resources in the Florida Keys & Key West. The legislation allocated up to \$20 million for projects that address designation workplace objectives (wastewater, stormwater, and recently canal restoration) and \$5 million annually for land acquisition of critical properties. While the funds are not recurring and are allocated in varying amounts annually, the statute provides a framework for long-term investment and shows additional legislative recognition of the need to continue to invest in these areas.

Apalachicola Draft Narrative for Riverfront Revitalization Project Application

In addition to its designation as an Area of Critical State Concern in recognition of its significant natural resources and the industries that they support, the City of Apalachicola was named by the National Trust for Historic Preservation's Dozen Distinctive Destinations of 2008. This recognition highlights the historic significance of the City. First settled in 1821 and incorporated by 1831, Apalachicola became the 3rd largest port on the Gulf of Mexico by 1837. Additional notable designations related to the area include: United Nations International Biosphere Reserve, State of Florida Aquatic Preserve, National Estuarine Research Reserve, Priority Water Body, Outstanding Florida Waters, and Shellfish Harvesting Area.

As suggested by the city's designation as an Area of Critical State Concern, prior to Hurricane Michael's landfall, the City of Apalachicola's economic and physical infrastructure was outdated, insufficient to meet the city's growth needs, and ultimately incapable of properly protecting the area from a disaster the magnitude of Hurricane Michael. Thus, the storm exacerbated many synergistic elements of the city's economic and physical infrastructure that work in concert to create long-term community stability. Many of the impacts from Hurricane Michael on the city were quite apparent after the event; the city is now facing Hurricane Michael's long-term impacts to its community, citizens, infrastructure, and economy that were less apparent at the time of the disaster. The damage caused by Hurricane Michael impacted facilities throughout the city such that they provide neither sustainable economic impact nor adequate physical protection from tropical systems.

The duration of the coastal flooding event in Apalachicola tied to Hurricane Michael was also an important factor in the decision to pursue this application. Longer duration events, such as the flooding experienced during Hurricane Michael, tend to impact a community more negatively. The storm surge and high tides experienced during Hurricane Michael impacted much of the city and its infrastructure.

Moreover, beyond the basic impacts to life and property that flooding can impose on individuals, a storm event such as Hurricane Michael events have far-reaching effects on the community at large.

Finally, these projects are consistent with the priorities identified in the Apalachicola Area of Critical State Concern (ASCS) Work Plan, which describes projects and actions that the City with support from the State and Federal Government, can take to address the intent of the Apalachicola Bay Protection Act (Section 350.055, Florida Statutes). The projects included in the ASCS work plan specifically address the intent of the legislation as it relates to:

- Upgrades and improvements needed to enhance wastewater and sewer infrastructure,
- Promotion of water quality to ensure a healthy environment and thriving economy for residents of the area and the state,
- Actions needed to support affordable housing near places of employment in the Apalachicola Bay Area, and

Apalachicola Draft Narrative for Riverfront Revitalization Project Application

- Economic development activities that are compatible with the protection and conservation of the natural resources of the Apalachicola Bay.

- Describe the project impact in expanding permanent employment opportunities, including opportunities for LMI individuals

The project improvements will serve low-and moderate-income individuals in several ways, both by creating new job opportunities for LMI individuals, providing greater access to workforce housing for LMI individuals, and by allowing LMI individuals access to safe and convenient spaces for community activities. The community revitalization activities proposed herein are key elements to community development initiatives and quality of life in a small town such as Apalachicola. These facilities are resources that support activities that forge stronger communities and allow for the investment in the next generation, both physically and mentally.

Residents of the area sustained major damage to their homes and businesses forcing many to relocate, at least temporarily, if not permanently. There is a need for privately-owned housing for low- and moderate-income individuals and families in the City. In addition to retaining employees for small businesses, there is a need for housing to support teachers, nurses, medical support staff, and police officers. The available housing stock is not accessible to these essential members of the local workforce as it is not affordable at current salary levels.

For the following questions, please attach the written response as an addendum to the application:
(limit to 2,500 words for each question, please answer each question separately in sequential order):

1. Describe how the proposed CDBG-DR funded program and/or project will pro-actively invest in resilience to damage from future storms as specified in the Federal Register and State Action plan.

In all components of the proposed projects, the City of Apalachicola will implement construction methods that emphasize quality, durability, efficiency, sustainability. Moreover, all projects will be designed specifically to incorporate principles of resilience and mitigation against the impact of future disasters. Redevelopment of the impact areas will use best science and best practices to mitigate against flooding risks, which will also serve to mitigate the environmental and community health risks associated with landfalling tropical systems and their aftermath.

Additionally, along with other mitigation projects Apalachicola has underway, including those involving water and wastewater infrastructure and other critical services, the projects described herein are a

Apalachicola Draft Narrative for Riverfront Revitalization Project Application

critical component of a comprehensive mitigation and redevelopment strategy that seeks to reduce the tropical impact risks to publicly owned assets and operations, local businesses, residential housing and local citizens. The proposed projects in this application serve as the centerpiece of Apalachicola's plan to implement mitigation measures citywide to reduce or eliminate asset damage and service disruptions during landfalling tropical systems.

2. Describe how the proposed activity will address the Unmet Need tied to the impact of damage from the disaster (Note: All CDBG-DR activities must clearly address an impact of the disaster. Mitigation or preparedness activities that are not part of rebuilding efforts are generally ineligible as CDBG-DR recovery activities).

The proposed funding will assist in addressing longstanding unmet needs in Apalachicola, in which many homes, businesses and community facilities are currently not built to withstand current and future flood projections in this coastal area. The proposed projects will make the community more resilient to flooding and will make flood insurance more affordable, reducing the overall cost of living for residents and the overall cost of operation for local businesses.

Additionally, in more recent times, the City of Apalachicola's primary economic drivers have shifted from the seafood industry to the tourism industry. The protection, enhancement and economic revitalization of the city's waterfront downtown is vital to the long-term economic vitality of the city and its residents.

WE WILL CONTINUE TO EXPAND ON THIS ANSWER

3. Provide a strategic plan overview that addresses goals, stakeholders, the work plan (major tasks and deliverables), resources (staffing and budget) and monitoring/quality controls. Describe any community partnerships and roles.

Apalachicola Draft Narrative for Riverfront Revitalization Project Application

4. Identify the staff members who will be responsible and/or positions that will be filled for the HRP project management and maintenance. Provide a short profile on each person on your current staff who perform project-related tasks and a brief description for any new hires who will be assigned to project work.

The project team includes:

- Dewberry Engineers, a national firm that is already consulting on the Apalachicola Wastewater plant.
- Gouras Associates, a grant management firm with decades of experience in CDBG-DR work.
- City Finance Director Leo Bebeau
- City Manager Travis Wade
- Mayor Kevin Begos
- Chris Holley, a former City Manager with four decades of municipal government experience

The City of Apalachicola Finance Director, Leo Bebeau will lead the management of the proposed CDBG-DR project. His experience is outlined below, along with the other supporting members of the management team. Mr. Bebeau will be supported by the City Manager, Assistant Manager, and Mayor for key management of the grant. Additionally, the City has utilized its contract with Dewberry Engineers to do preliminary engineering and cost estimation for this proposal. The City has also contracted with Gouras & Associates, an experienced grant administration and management firm to help manage the overall administration, including compliance and reporting, of the CDBG-DR funds. An organizational chart is attached, outlining the proposed management team.

Finance Director Leo Bebeau

Bebeau has more than 35 years of experience in budget planning and analysis, audit, and financial reporting. Extensive experience in interpreting and implementing programs so that they conform to federal and state rules, policies, and professional principles. Mr. Bebeau will be the main point of contact and project manager on behalf of the city for the proposed CDBG-DR project.

City Manager Travis Wade

Apalachicola native Travis Wade's family has a long history of community service. His father was a former Franklin County Clerk of the Courts and his grandfather was a former County Commissioner. Wade previously spent 19 years as an investigator with the Florida Commission on Ethics.

Assistant Manager Chris Holley

5. Describe any projects comparable to the one in this application that the applicant has administered in the last five (5) years.

3. Provide a description of the procurement process the Applicant will follow to cultivate program and project management capacity. Attach written response (2,500 word limit) to application as an addendum.

The City follows the procurement processes and standards of the State of Florida as prescribed in Chapter 287, Procurement of Personal Property and Services and Chapter 67-49, Florida Administrative Code, Procurement of Commodities or Contractual Services. These include, but are not limited to, Section 255.0525, Florida Statutes (advertising for competitive bids or proposals), Section 287.055, Florida Statutes (Consultants Competitive Negotiations Act), and Section 287.133, Florida Statutes (public entity crimes).

Additionally, the City will follow 24 CFR 135 (Section 3 of the Housing and Urban Development Act to guide economic development to low- and very-low income local residents and the businesses that hire them) and comply with Minority and Woman-Owned Business Enterprises reporting requirements.

Procurement procedures will include the following, which is not intended to be an exhaustive list and may be revised and supplemented based on State and Federal requirements and guidance:

PRE-SOLICITATION:

- 1) An independent cost estimate or price analysis will be performed prior to bid opening for construction bids as well as RFP/RFQ (competitive negotiations).
 - A) For bids, documentation in the file should include a detailed cost breakdown for the overall estimate providing the elements, such as labor and materials, of the total cost, along with documentation concerning the cost estimates
 - B) For competitive negotiations, cost analyses will be used when there is no price competition or when price competition is not the only evaluation factor, such as in procuring A/E, professional, consulting, or program administrator services. The cost analysis should include: a detailed breakdown of the contractor's proposed cost, verification of the accuracy of the cost and pricing information submitted, and evaluation thereof.

A cost analysis should include the following:

Apalachicola Draft Narrative for Riverfront Revitalization Project Application

(i) Are the costs (a) allowable under the grant; (b) allocable (are costs logically related to, or required in the performance of the contract); and (c) reasonable? (ii) Is the cost necessary? (iii) How does the cost compare with actual costs previously incurred or other, similar work received by the City?

2) Procurement Content

A) Are the timeframes to respond reasonable and within the required timeframes? Does the RFP/RFQ/Bid contain a clear and accurate description of the technical requirements for the material, product or services and scope of work. Specifications and solicitation must not contain features that unduly restrict competition such as unreasonable or unnecessary experience or bonding requirements.

B) For competitive negotiation [Request for Proposal (RFP) or Request for Qualifications (RFQ)] such as for architectural or engineering (A/E) or program administrator (PA) contracts, the following will be addressed: (1) documentation of soliciting proposals from at least 3 qualified sources and documentation that the solicitation was adequately publicized; (2) a detailed list of tasks in the scope of work must be included; (3) all significant evaluation factors or selection criteria must be clearly stated (point system to be used for rating, past performance, the ability of professional personnel, willingness to meet time and budget requirements if applicable, related experience on similar projects, and recent and current work for the City).

A/E professional services must be solicited with an RFQ. The method where price is not used as a selection factor, can only be used in procurement of A/E professional services.

If this is not a solicitation for A/E professional services, does the RFP contain cost as an evaluation factor? Request for proposals for services other than A/E, shall always include cost and at least one-non cost qualitative evaluation factor such as experience with like projects.

3) The following must be included solicitations IN ADDITION TO REQUIREMENTS UNDER 2 C.F.R. 200.326 and the CERTIFICATIONS REQUIRED UNDER FLORIDA STATUTES CHAPTER 287, PROCUREMENT OF PERSONAL PROPERTY AND SERVICES AND CHAPTER 67-49, FLORIDA ADMINISTRATIVE CODE, PROCUREMENT OF COMMODITIES OR CONTRACTUAL SERVICES: Notice of use of funding agency funds; Davis Bacon labor requirements AND WAGE RATE (applicable for construction projects in excess of \$2,000); Section 3 clause; Nondiscrimination, affirmative action, and equal employment opportunity in employment; and debarment certification.

MINIMUM DOCUMENTATION IN PROCUREMENT FILE:

1) In addition to the documentation listed above, efforts in hiring minority-owned business enterprises and women-owned business enterprises for each solicitation will be included in the file.

Apalachicola Draft Narrative for Riverfront Revitalization Project Application

- 2) Conflict of Interest Review. Are there any potential conflicts of interest? A conflict of interest could arise if the employee, officer or agent; any member of his/her immediate family; his/her partner; or an organization which employs or is about to employ any of the above, has a financial or other interest in the firm selected for award. The file should contain documentation as to whether there is a conflict of interest and, if there is one, the resolution.
- 3) A copy of the newspaper advertisement in the file plus the solicitation included in the bid documents.
- 4) If a construction contract is in excess of \$2,000, a copy of the wage rate and evidence that the rate was checked 10 days before bid date. If the rate changed, the file should contain documentation that it was updated by addendum as required and sent to all holders of the bid documents.
- 5) List of proposed bidders and suppliers receiving copies of the bid documents if available.
- 6) Copy of all bid proposals.
- 7) Notes from Pre-Bid Conference(s) if held.
- 8) Copies of bid bonds received.
- 9) Record of respondents rejected as not responsible or not responsive and rejection reasoning documented in the file.
- 10) A price analysis is required for every sealed bid procurement. The tabulations of bids with date and time of bid opening notated; along with any evaluations of the proposals documented will meet this requirement. Price analysis is essentially price comparison. It is the evaluation of a proposed price (i.e., lump sum) without analyzing any of the separate cost elements it is composed of. Price analyses are used to compare lump sum prices (not estimates) received from contractors in a competitive pricing situation (when sealed bids are obtained).
- 11) If there are any disputes regarding the procurement, documentation of how the disputes were handled, resolved, and disclosed will be included in the file, including documentation of the protests filed and any responses to the protests.
- 12) Documentation of reason for rejecting any and or all bids must be kept in the procurement file. Were any bids or offers rejected or otherwise excluded from the competitive range notified promptly in writing by the procurement officer? The notice shall state the basis for the determination and a proposal revision will not be considered.
- 13) If the procurement was a competitive negotiation, were unsuccessful offerors notified in writing within ten working days of contract award with the protest and debriefing procedures sent with the

notification. (City of [INSERT NAME] current procedure is to include an award of bid notice with the items for the Chairman to sign. After the Chairman signs the form, the respective departments are given the bid notice to be sent out the unsuccessful bidders.)

Prior to award, the proposed contractor's debarment check must be completed by accessing the System for Award Management (SAM) Web site at <https://www.sam.gov>, search records. The printed page from the SAM Web site with the date of the check must be included in the procurement file.

The above is not an exhaustive list of what will be included in the procurement file and is subject to supplementation based on state and federal regulations and technical assistance from DEO and HUD. In the event additional project management or program capacity is required, City will perform the above analyses and follow State and Federal procurement guidelines for soliciting additional contractors.

7. Describe how the proposed project shall not duplicate benefits as specified in the CDBG-DR Action Plan.

Attach written response (2,500 word limit) to application as an addendum.

The City will follow State and Federal guidelines regarding duplication of benefits, including the policies and procedures set forth in Office of Disaster Recovery Hurricane Michael Policy Manual, September 16, 2020, as amended and supplemented from time to time. The City will document the below analysis as part of this project and affirms that it does not create a duplication of benefits if funded.

The policies and procedures include several steps and accurate recordkeeping.

- 1) The City will determine the total need for the project.
- 2) The City will review the "total assistance" received by the City. Total assistance includes all benefits available to the applicant including: other HUD programs, FEMA assistance, NFIP payments, SBA loans, private insurance proceeds, private donations or gifts of cash and/or other resources (at market value), and state/local/other grants.
- 3) The City identifies the assistance that was provided to the applicant that has been determined not to be available or excluded by the City for the activity (i.e.: assistance provided for a different purpose; funds used for a different, eligible purpose; funds not available to the applicant; funds from a private loan not guaranteed by SBA unless such a loan is forgivable; any other asset or line of credit available to the applicant).

Apalachicola Draft Narrative for Riverfront Revitalization Project Application

4) The City then Performs a calculation determining the total funds available from other sources for the specific activity. This is calculated by subtracting the assistance not available to the applicant or excluded by the State or its subrecipient from the total assistance received by the applicant.

5) The City then performs a calculation determining the maximum award. This is calculated by subtracting available funds from other sources (as defined above) from the total need for assistance and comparing the result to the program cap (if applicable) and entering the lesser of the program cap or the maximum award.

The City will maintain documentation supporting all benefits received for the specified purpose or activity to be undertaken with CDBG-DR funds, and the City will also identify reasonably anticipated assistance, such as future insurance claims payments or approved SBA loan proceeds. The City further agrees to notify DEO within five (5) business days of any additional or new payments, loans, grants, or awards by HUD, FEMA, the Small Business Administration, the state, or any other entity it has not specifically disclosed in this application. The City understands and acknowledges the State's right and responsibility to enforce this requirement by recapturing all or a portion of the CDBG-DR award if the funds received by the City are determined to be a duplication of the CDBG-DR benefit applied for with this application.

It is not anticipated that the City will have applicants for subgrants associated with this application. However, the above policies will apply in the event the City receives applications from persons or entities for CDBG-DR funds. In addition, at the time of application, an applicant will be required to sign affidavit as follows:

I/We agree to notify the [subrecipient] within five (5) business days of any additional or new payments, loans, grants, or awards by HUD, FEMA, the Small Business Administration, the state, or any other entity I/we have not specifically disclosed in this application. Further, I/we understand and acknowledge the state's or its subrecipient's right and responsibility to enforce this requirement by recapturing all or a portion of the CDBG-DR award if the funds I/we receive are determined to be a duplication of the CDBG-DR benefit I/we are applying for with this application.

I/We have read and understand the foregoing statement.

Date: _____ Applicant(s): _____

2. At the time of application, all applicants will be required to sign second affidavit as follows:

PENALTY FOR FALSE OR FRAUDULENT STATEMENT: U.S.C. Title 18, Sec. 1001, provides: "Whoever, in any matter, within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies . . . or makes any false, fictitious, or fraudulent statement or representation, or makes or uses

Apalachicola Draft Narrative for Riverfront Revitalization Project Application

any false writing or document knowing the same to contain any false, fictitious, or fraudulent statement or entry, shall be fined not more than \$10,000 or imprisoned not more than five years, or both."

I/We have read and understand the foregoing statement.

Date: _____ Applicant(s): _____:

Increases in need may be considered by the City (or applied for by the City) if, after needs are initially calculated and a CDBG-DR award has been made, an applicant for CDBG-DR assistance or the City can demonstrate a change in circumstances, such as vandalism, contractor fraud, an increase in the cost of materials and/or labor, a change in local zoning law or building code, or subsequent damage to a home or business that was partially repaired. It is understood that any reevaluation must be completed before the initial need for which the assistance was granted has been fully met (e.g., before the damaged property is fully repaired).

ADDITIONAL ITEMS NEEDED:

Site Control documentation

1. Engineer's cost estimate including any matching funds
2. Public Meeting Notice, which includes meeting agenda, meeting minutes, and any received public comments pertaining to the proposed project.
3. Maps illustrating the following:
 - Total service area;
 - Proposed project area;
 - Zoning of proposed project area; and
 - Most recent flood plain map of the proposed project area.
4. Pictures of damage caused by Hurricane Michael and the current condition. Applicants will have the ability to upload up to ten (10) pictures of the damage caused to the project/project area and the current conditions of the project/project area.

CITY OF APALACHICOLA
ADMINISTRATION DEPARTMENT
MARCH 2021

- Updated meeting calendar on website
- Complete all quarterly Payroll Reports.
- Payroll Quick Books Program
- Finance Clerk posted revenues and expenses
- Assist staff with tree applications, utility bill issues
- Staff assisted with Cemetery, utility bills, garbage, permitting issues, city property rentals and other miscellaneous duties
- Billing Clerk assists the City Manager and City Clerk as needed, works front office with water bill collections, cemetery lot sales, assists water and sewer department as needed
- Completed tasks as assigned by the City Manager
- Public Records Request 1
- Annual golf cart sticker renewals
- Business License Renewal Notices and processing by City staff

78 work orders issued and 51 work orders completed

2402 payments processed

2007 bills mailed

78 cut-off list

Approximately 130 accounts payable checks processed

CITY OF APALACHICOLA
BUILDING DEPARTMENT – PERMITTING & INSPECTIONS

March 2021

- 13 Building Permits in Process
- 21 Building Permits Issued
- 25 Building Inspections
- 2 Fire Safety Inspection
- 4 Stop Work Orders
- Numerous Phone Calls & Emails Answered
- 10 Planning & Zoning Applications Processed
- March P&Z Agenda & Minutes Completed/Uploaded to City Website
- Several On-Site Meetings
- Records Requests

Public Works monthly report March 2021

The public works department, services all city vehicles and replaces all the tires on city vehicles, services all the mowers and weed eaters, cuts all city parks, cut all city properties, clean all city buildings, empty all garbage cans down town and city parks, clean city right of ways, cut city right of ways, and patch holes on city roads as needed. And set community center up for monthly meetings.

- collected 205 bags of garbage down town and parks.
- cut and cleaned several ditches including Shadow Lane for storm water runoff.
- completed 19 work orders.
- opened and closed 1 funeral.
- replaced tires on veh. #2.
- patched holes at project impact playground equipment.
- Put drop box up at river front park for overnight boat.
- Installed new shed for supplies at public restrooms.
- repaired lights at community center.
- replaced signs at 6th St. basketball and tennis court.
- filled hole at library parking lot

ROBERT OSBURN

Apalachicola Police Department
March 2021

The month of March saw the city slowing beginning to be busier. Therefore, an increase in traffic stops with both citations written as well as verbal warnings given.

The boat and RV traffic has steadily been increasing as well. Additional patrol has been focused on the motels and bars due to the increase in business of these places.

Unfortunately, with the increase in traffic also comes an increase in traffic accidents, thus the total doubling this month.

We will continue to monitor traffic coming off the bridge into town for speeding and reckless driving.

March 2021 Totals

Traffic Stops/ Warnings/ citations	27
Arrests/ Warrant Requests	5
Traffic Accidents	8
Burglary/Theft calls	17
Assist Citizens/ Complaints/investigations	212
Trespass Warnings/agreements	5
Business alarm calls/building checks/welfare checks	436
assist county call/other agencies	26
Assist Animal Control	9
Domestic cases involving violence/disturbance calls	4

Total calls from dispatch 1030

Monthly Report for the
Apalachicola Margaret Key Library
March 2021

Statistics:

- 812 patrons have been given assistance
- 511 books/movies/audiobooks were circulated
- 14 new accounts were opened, including 2 seasonal accounts
- 123 patrons have used our computers
- \$419.63 was collected as library revenue
- 69 books were donated
- 121 hours have been donated by our wonderful volunteers
- 1514 people have been reached with our 27 Facebook posts

Our wonderful library is open from 10:00 a.m. to 5:00 p.m., Monday - Friday, and open on Sundays from noon to 5:00 p.m. We continue to help patrons with issues pertaining to printing, writing, notarizing, and learning; the library is truly offering our community a wonderful service. New books have been added to our collection, and many of those books are prominently displayed. We continue to loan books, audiobooks, movies, and puzzles.

This month has been busy. All month long, we have been celebrating Women's History Month and displaying books that were authored by women. In partnership with Apalachicola Main Street, Inc. and Bring Me A Book Franklin, we are hosting the 2021 Apalachicola Bunny Hop Bingo. Children pick up a bingo card from us and go about in the community, answering questions about the places they see. They are rewarded with goodie bags that contain an age appropriate book and are entered to win a prize on March 30th at 4:00 p.m., when we host an outdoor adventure in our parking lot. Also this month, Books for Babies and Sunset Stories have started on Tuesdays. Story times are held each Tuesday at 10:00 a.m. and 5:30 p.m. Karen Kessel reads, sings, and provides crafts during these events. We continue to accept "Love your Library" cards until the end of the month. We promoted PALS's book sale, which was held on March 20 at the old library. Hand sanitizer is located at the entrance, and masks are required to enter. Nine volunteers work at the checkout desk with circulation and organization of books. Celia Winterringer continues to sort and process book, audiobook, and puzzle donations. Richard Lenhart helps to maintain order within our bookshelves. Jane Richardson and Polly Holmes volunteer their time in our archives room. Patrons are able to pick up free seeds at the library; our Seed Library has been generously provided by The Reserve, the Friends of the Reserve, and the Franklin County Master Gardener volunteers, to help the pollinators in our area.

Isel Sánchez-Whiteley
Library Assistant

Wastewater Treatment Plant

Monthly
Report March
2021

Treated 10,940,000 gal of wastewater .

3/10 Finished Replacement of # 1 filter backwash Pump and Motor .

3/15 Painted Stairs to SBRS .

3/16 Scott Phillips calibrated EFF flow meter .

3/22 Finished Auto valve replacement on # 1 filter .

3/24 Aqua Aerobics techs working on #1 filter controls replacement .

3/25 Pulled both Mixers out of # 1 SBR tank to start pumping it down to be cleaned out .

3/30 # 1 Filter is back Operational .

3/31 Huber rotating bar screens back operating in manual mode. Parts ordered to repair **automatic mode**

March Monthly Report
Water & Sewer Field Crew

- Completed all required monthly water sample collections including TTHMs, TOC, Bac T, HAA5s, Water Quality for the first quarter
- Completed all required monthly reports and sent in to proper agencies
- Completed water meter readings for the month
- Two staff members were out for 14 days for Covid-19 exposure Quarantine
- Completed PM on D Line of the vacuum system
- Repaired a damaged 2" water line on Avenue M
- Water tower at 14th street removed
- Installed water and sewer taps at 115 10th Street
- Installed sewer tap on Myrtle Ave
- Buried a section of water line in an alley behind a home on Adams Street
- Antennas and control panel repaired at the water plant and remote wells
- Replaced the meter at the Bayview Trailer Park
- Pulled the only pump at the IGA lift station and removed rags and debris from the impellor
- Pulled sewage pump #2 at the vacuum station and sent off to AAG to have it repaired. Put the pump back in service after repairs were made
- Cleaned and replaced all 4 cone filters on the vacuum pumps at the vacuum station
- Rebuilt vacuum system parts that are used for maintenance
- Repaired the collar and the ring on the buffer tank at the Apalach Inn
- Completed the quarterly grease checks of restaurants on the vacuum sewer system
- Assisted Public Works with a storm water line repair on 12th street and Ave B
- Purchased a new portable air compressor and piercing mole
- William Cox completed the required CEUs and has had his Class C WW license re-instated to active status

MINUTES OF THE JOINT WORKSHOP OF THE APALACHICOLA CITY COMMISSION AND PLANNING AND ZONING HELD TUESDAY, MARCH 2, 2021, 5:00 PM, AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT: Mayor Kevin Begos
Commissioner Anita Grove
Commissioner Adrian Elliott
Commissioner Despina George
Commissioner Brenda Ash

Travis Wade, City Manager
Deborah Guillotte, City Clerk
Leo Bebeau, Finance Director
Kristy Branch-Banks, Attorney

Planning & Zoning Members: Al Ingle, Joe Taylor, Bobby Miller, Elizabeth Milliken, Richard Dagenhart

CALL TO ORDER

Mayor Begos called the meeting to order and Commissioner Ash gave the invocation, followed by the Pledge of Allegiance.

JOINT WORKSHOP WITH PLANNING BOARD – FENCE ORDINANCE

The Commission discussed chain link fences; fences on property line; fences looking into back yards; fence height in front, side and rear yard being a safety issue; diversity of changes of fences in the community; architectural review board; historic district 15 foot setback; hedges, landscape burm, and flag poles; and to consider the safety and environmental issues when making policy or ordinance changes.

Mr. Ingle, P&Z Chair, stated at this time we have no fence regulations with the City.

It was requested that P&Z and the Commission submit recommendations to the City Attorney for review.

ADJOURNMENT

There being no further business, the meeting was adjourned.

Kevin Begos, Mayor

Deborah Guillotte, City Clerk

MINUTES OF THE REGULAR MEETING OF THE APALACHICOLA CITY COMMISSION HELD TUESDAY, MARCH 2, 2021, 6:00 PM, AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT: Mayor Kevin Begos
Commissioner Anita Grove
Commissioner Adrian Elliott
Commissioner Despina George
Commissioner Brenda Ash

Travis Wade, City Manager
Deborah Guillotte, City Clerk
Leo Bebeau, Finance Director
Kristy Branch-Banks, Attorney

CALL TO ORDER

Mayor Begos called the meeting to order and Commissioner Ash gave the invocation, followed by the Pledge of Allegiance.

AGENDA ADOPTION

Mayor Begos had a request to move the Adopt-A-Park from Item D to Item A, under Unfinished Business.

Commissioner Ash made a motion to approve the Agenda and to move Item D, Adopt-a-Park, to Item A, of Unfinished Business. Commissioner Elliott seconded and the motion carried 5-0.

CITY MANAGER COMMUNICATIONS

Surplus Property List/Disposition of Property – Mr. Wade requests approval to dispose of the property on the Surplus Property list (which includes the Trolley), and any other property determined as surplus, and obtaining quotes from three auctioneers and choosing the lowest bid.

Commission Elliott made a motion to authorize Mr. Wade to dispose of the property on the Surplus Property list, by locating three auctioneers and choosing the best option. Mayor Begos seconded the motion. Discussion held.

Commissioner Elliott amended the motion to authorize Mr. Wade to dispose of the property on the Surplus Property list, by locating three auctioneers and choosing the best option, and to direct staff to determine the amount of insurance and other expenses paid by the City related to the trolley to be deducted from the proceeds from sale in determining Apalachicola Main Street's share of the net proceeds from the sale. Mayor Begos amended his second and the motion carried 5-0.

P&Z Alternate Member – Mr. Wade recommended Lee McLemore for the alternate member of the Planning and Zoning Board.

Commissioner Elliott made a motion to appoint Lee McLemore as the alternate member for the Planning and Zoning Board. Mayor Begos seconded. Motion carried 3-2 with Commissioner's Grove and George opposed.

FDOT/M SCOP Resolution – Mr. Wade stated that the City is applying for a grant to resurface Commerce Street (Ave. D, North 200 feet), Phase One, with concrete, and that FDOT requires that a Resolution be passed authorizing the Mayor or City Manager to apply for the grant. There is no match for this grant.

Mr. Wade read Resolution 2021-01 by title.

RESOLUTION NO: 2021-01

A RESOLUTION OF THE CITY COUNCIL MEMBERS OF THE CITY OF APALACHICOLA, FLORIDA, AUTHORIZING THE MAYOR OR CITY MANAGER TO APPLY FOR FDOT FUNDING THROUGH THE “MUNICIPAL SMALL COUNTY OUTREACH PROGRAM (M-SCOP)”, FOR RESURFACING COMMERCE STREET.

Commissioner Grove made a motion to adopt Resolution 2021-01, authorizing the Mayor or City Manager to apply for FDOT funding through the “Municipal Small County Outreach Program” (M-SCOP), for resurfacing Commerce Street. Commissioner George seconded and the motion carried 5-0.

Local Mitigation Strategies Resolution – Mr. Wade stated that the Franklin County Board of County Commissioners adopted the updated Local Mitigation Strategy Plan and that Franklin County Emergency Management requested that the City Commission adopt same Resolution.

Mr. Wade read Resolution 2021-02 in its entirety.

Commissioner Grove made a motion to adopt the Local Mitigation Strategy Resolution 2021-02.

Commissioner George seconded and the motion carried 5-0.

Memorial Benches / Riverfront Park – Mr. Wade had a request from a citizen to place a memorial bench at Riverfront Park. Discussion held. Mr. Wade suggests that Parks and Recreation develop a plan for each park and what we want in each park. Discussion held.

Commissioner Elliott made a motion to table this request pending the development and recommendation for a plan for memorial benches from the Parks and Recreation Committee. Commissioner Ash seconded. Motion fails 2-3 with Mayor Begos, Commissioner George and Commissioner Grove opposed.

In a response to a question from Commissioner Grove, Ms. Mount-Simmons stated that she will have the Plan at the April meeting.

Commissioner Grove made a motion to approve the placement of the bench in Riverfront Park, based on the Parks and Recreation Committee, giving the Commission a location and the designed specification of the bench. Mayor Begos seconded and the motion carried 4-1. Commissioner Ash opposed.

Tamara’s Outside Dining – Mr. Wade announced that Tamara’s Hold Harmless agreement expired February 28th, and he is requesting an extension of the outside dining. Commissioner Elliott stated she is abstaining from the vote since it is not on the agenda. This issue is to come back before the board if action is desired.

Fire Hydrants – Mr. Wade stated that the City has purchased six fire hydrants and will be replacing broken ones.

MAYOR AND COMMISSIONER COMMENTS

Legislative Session update – Mayor Begos reviewed the following items: 1) short-term rental/lodging; 2) businesses that are permitted in a commercially zoned area that will be able to operate in a residential area; 3) and area of critical state concern.

Discussion held on the following: radio ads for advertisement; pervious paving on Avenue G, between Water Street and Commerce, to block off one side for travel, until completion date of June 30th; library sign needs to be relocated; and oyster shell recycling program to help stabilize the shoreline along the highway.

FINANCE DIRECTOR LEO BEBEAU COMMUNICATIONS

Financial report – Mr. Bebeau presented and reviewed the financial report for October through December of the current fiscal year; half cent sales tax and revenue sharing are ahead of forecast projection; local option gas tax revenue is ahead of forecast projection; water and sewer revenue under estimated projection, and this is due to running one month behind; Senior Relief 10.00 discount has only 9 applications. Mayor Begos asked that a new Senior Relief Plan proposal with a fee increase be brought back next month.

Grants update – Mr. Bebeau stated we are moving forward on the three HMGP grants (Market Street Booster Station and Generators for police, fire station, and City Hall, (Phase One grant for design and development, and Phase Two for implementation); Phase One - CDBG Infrastructure Grant (Avenues Stormwater Project – relining stormwater pipes and installing backflow prevention for outfall into the river or bay).

PRESENTATIONS

Wilderness Coast Libraries – Sondra Taylor-Furbee stated that the Apalachicola Margaret Key Library is pursuing membership with the Wilderness Coast Libraries, which would consist of a three county cooperative that provides services to County libraries serving Wakulla, Jefferson and Franklin, which is funded legislatively to state aided libraries. This was approved by the Library Board, therefore, we are moving forward with the membership. We will be requesting that the City approve an application that would come

from the City, to the Wilderness Coast Board. If this application is approved by the State, the program will begin in October 2021.

ATTORNEY KRISTY BRANCH BANKS COMMUNICATIONS

No report.

PUBLIC COMMENT

Mill Pond Fishermen – Triumph Grant – Mayor Begos reviewed a TRIUMPH Grant application from a few years back pertaining to the Popham building and the Mill Pond. The Mill Pond fishermen would like to have an Ice House at the Mill Pond, so ice can be available to the commercial fisherman at all times and hours. The fishermen would like the City to apply for this under the TRIUMPH grant process.

Commissioner Ash made a motion to explore applying for the TRIUMPH grant for an Ice House at the Mill Pond. Commissioner Grove seconded and the motion carried 5-0.

Public comments included: Solar lights on the north side dock at the Mill Pond; Asbestos in the library roof mentioned in the February minutes not documented in the minutes to be approved – Mr. Bebeau stated the existing roof has asbestos shingles, but not aware of any evidence in the building; Leslie Street closure and estimated time of reopening – Mr. Bebeau stated this will not be opened any time in the near future due to FEM Hurricane Sally Administrative review. Mayor Begos stated this is a storm drain collapse and an enormous washout under the street which is very extensive damage; vehicles parking on Leslie Street need to be notified not to park on Leslie Street – Commissioner Elliott would like letters sent to the property owners not to park on Leslie Street.

UNFINISHED BUSINESS

A. CDBG-DR UPDATE

Projects discussed to consider for the Hometown Revitalization Grant: a) Old Fire Station demolition; b) rebuilding the docks on the Riverfront; c) portions of the Popham building – porches and stabilize the core building, d) the old 5th Street Waterworks brick building and Public Works lots – after discussion, it was decided the 5th Street Waterworks property was not damaged by Hurricane Michael, but needs to have demolition and clean up for possible workforce housing; e) rebuild docks and boat launch; the pier; boat yard at the Mill Pond; coast guard dock to help bring in transient boating; and 5th Street property clean-up and demo for affordable housing; f) purchase private properties that are not buildable to use as mitigation, to

purchase properties within the CRA district to use for affordable housing opportunities. Commissioner George would like to have someone look into the structure integrity of the Popham building and the 5th Street

Regular Meeting – 3/2/21- Page 5

property, and get a report before we actually tear portions of the properties down. Gouras will be here Friday for a meeting with Mr. Wade. Mr. Wade will see if he can also meet with other staff or Commission.

UNFINISHED BUSINESS

B. BATTERY PARK MARINA ORDINANCE UPDATE

Commissioner Elliott stated that on Tuesday, December 8, 2020, the City Commissioner held a public workshop to discuss revisions to the Battery Park Marina Ordinance (Draft 5) proposed by the Battery Park Marina Committee. Commissioner Elliott’s revisions included adjustments to Section 3 - fee schedule for vessels docked within the marina, as well as recreational and charter vessels using the launch ramp and Section 4: Overnight RV Rental Fees associated with the Battery Park Marina. Commissioner Elliott requests that the Commission review the proposed amendments to the ordinance, and send any questions, comments, concerns, or changes to Mr. Wade. Commissioner Elliott stated these rate increases will take effect on 10/1/21. Bill Avery requested that the City address the following: utilizing existing funds on the seawall; general maintenance and electrical repairs; repair of the railing on pier; installing a boarding dock for charter captains. Commissioner Elliott stated this item will be on the April agenda for a first reading.

UNFINISHED BUSINESS

C. FOOD TRUCK LAWSUIT UPDATE

Mayor Begos stated that our Attorney’s recommended that this be the first reading of the revised, proposed, Food Truck Ordinance. Mayor Begos would like to know how each Commissioner feels about moving forward with a first reading of this Ordinance tonight.

Commissioner Ash made a motion that the Commission move forward with proposed amendment to the Food Truck Ordinance 2019-03. Commissioner Elliott seconded. Discussion held.

In a response to a question by Commissioner George, Attorney Banks referred to definition in F.S. 166.041, stating that there are two different types of avenues for passing or amending ordinances, and that a more strict and strenuous standard applies to ordinances that propose to change the actual zoning or the use within a particular zone. Attorney Banks stated this ordinance is eligible for F.S. 166.041 Paragraph (3)(a),

and would be a proposed first reading of the ordinance. Bill Graham with FMIT, also agreed and deferred to the City Attorney on this decision, and agrees to move forward.

Commission Ash made a motion to approve the first reading of Ordinance 2019-03 “Mobile Food Dispensing Vehicles” and proceed with the adoption process. Commissioner Elliott seconded and the motion carried 4-1. Commissioner George opposed.

Regular Meeting – 3/2/21- Page 6

Mayor Begos read Ordinance 2019-03 by title:

CITY OF APALACHICOLA, FLORIDA ORDINANCE 2019-03 “MOBILE FOOD DISPENSING VEHICLES” AN ORDINANCE OF THE CITY OF APALACHICOLA, FLORIDA, PROVIDING REGULATIONS FOR MOBILE FOOD DISPENSING VEHICLES OPERATING WITHIN THE CITY; ESTABLISHING PROHIBITIONS; ESTABLISHING OPERATING REQUIREMENTS; ESTABLISHING PENALTIES FOR VIOLATIONS; PROVIDING FOR SEVERABILITY, CONFLICTS, CODIFICATION, AND AN EFFECTIVE DATE.

UNFINISHED BUSINESS

D. ADOPT-A-PARK—PARKS & REC COMMITTEE/ELINOR MOUNT-SIMMONS

Ms. Mount-Simmons presented the third and final draft of the Adopt-A-Park Policy and Hold Harmless agreement to the Commission and requested approval. Ms. Mount-Simmons requested that the City Attorney read and approve the actual Hold Harmless Agreement.

Commissioner Elliott made a motion to adopt the Adopt-A-Park program plan implementation pending Attorney review of the Volunteer Release, Waiver and Indemnification Agreements for Adults/Minors. Commissioner Ash seconded and the motion carried 5-0.

In response to a request by Commissioner George, Mr. Wade stated that Sheneidra Cummings has been assigned to this program as the liaison.

NEW BUSINESS

A. CITY ATTORNEY APPLICATIONS

Mayor Begos stated that we had only received one application from Dan Hartman. Nabors Giblin & Nickerson, chose not to apply for the official City Attorney position, and after much consideration, believes that their firm could be of best service and deliver the most value to the City by continuing to assist the City in a special counsel capacity.

Commission Ash made a motion to accept Hartman Law firm for the next City of Apalachicola Attorney. Mayor Begos seconded and the motion carried 5-0.

The Commission thanks Attorney Banks for all her work with the City of Apalachicola.

Regular Meeting – 3/2/21- Page 7

NEW BUSINESS

B. FRANKLIN COUNTY COMMUNITY DEVELOPMENT & LAND TRUST CORPORATION LAND SWAP PROPOSAL

Cliff Butler reviewed a proposal to swap property owned by the FCCD & LTC at the corner of Avenue M and 17th St, valued at approximately \$24,000, for four to six lots (Equal to the value of \$24,000) owned by the City on 25th Avenue, to be used for a workforce housing project. The overall census is the Commission was interested in this partnership and requests our Attorney review and see if there are any legal ramifications. Mayor Begos asked if anyone wanted to make a motion to approve contingent upon review and approval by City Attorney. This item was tabled, to be reviewed by City Attorney and placed on the April agenda. Commissioner Ash volunteered to be Ex-officio member of the trust.

CONSENT AGENDA

Meeting Minutes Adoption – January 28, 2021 Special Meeting (Vision Session); February 1, 2021 Special Meeting (walking tour); and February 2, 2021 Regular Meeting Minutes

P&Z minutes – February 8, 2021

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

DEPARTMENT REPORTS

No report.

ADJOURNMENT

There being no further business Commissioner Elliott made a motion to adjourn. Commissioner George seconded and the motion carried 5-0.

Kevin Begos, Mayor

Deborah Guillotte, City Clerk

MINUTES OF THE PUBLIC HEARING OF THE APALACHICOLA CITY COMMISSION HELD TUESDAY, MARCH 23, 2021, 4:00 PM, AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT: Mayor Kevin Begos
Commissioner Anita Grove
Commissioner Adrian Elliott
Commissioner Despina George
Commissioner Brenda Ash
Travis Wade, City Manager
Deborah Guillotte, City Clerk
Leo Bebeau, Finance Director

CALL TO ORDER

Mayor Begos called the meeting to order.

AGENDA ADOPTION

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

**HURRICANE MICHAEL COMMUNITY DEVELOPMENT BLOCK
GRANT PROGRAM DISASTER RECOVERY**

Mayor Begos reviewed the purpose of the meeting informing the public of the standards and qualifications of the Rebuild Florida Hometown Revitalization program for Hurricane Michael Recovery allocations; and reviewed the City's proposed projects and application process. Funds for the Riverfront Redevelopment projects are estimated between 2-3 million, and the Hill Redevelopment projects are between 250-300 thousand. Citizens comments will be received orally and in writing and will be included in the applications.

Mayor Begos opened the meeting for public comment.

PUBLIC COMMENTS

Comments included: Mr. Willie Tolliver projects – Attachment "A"; Sheneidra Cummings stated projects also include Q's Lounge, Croom's Laundromat and The Gameroom; Faye Gibson inquired about the Raney House which will be researched. Discussion held on combining the Riverfront Redevelopment and the Hill Redevelopment together.

Deadline for receiving comments in writing: 5:00p.m. Monday, April 5, 2021 and deadline for application submission is April 16th.

ADJOURNMENT

There being no further business, Commissioner Ash made a motion to adjourn. Commissioner Elliott seconded and the motion carried 5-0.

Kevin Begos, Mayor

Deborah Guillotte, City Clerk

MINUTES OF THE SPECIAL MEETING OF THE APALACHICOLA CITY COMMISSION HELD TUESDAY, MARCH 23, 2021, 5:00 PM, AT THE APALACHICOLA COMMUNITY CENTER.

PRESENT:	Mayor Kevin Begos	Travis Wade, City Manager
	Commissioner Anita Grove	Deborah Guillotte, City Clerk
	Commissioner Adrian Elliott	Leo Bebeau, Finance Director
	Commissioner Despina George	
	Commissioner Brenda Ash	

CALL TO ORDER

Mayor Begos called the meeting to order.

AGENDA ADOPTION

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

**NEW BUSINESS
GRANT APPLICATION TO AARP**

Val Webb stated that E Triple C is requesting permission to apply for the AARP Grant on behalf of the City for projects listed on "Attachment A".

Commissioner Ash made a motion to approve the request by E Triple C, Willie Tolliver, and Val Webb, to make grant application subject to working with Mr. Bebeau for final filing through the City and comply with all necessary regulatory and financial requirements. Commissioner Grove seconded

Mr. Bebeau asked about make sure that these projects are ADA compliant. The City's green space area discussed.

Commissioner Ash amended the motion to approve the request by E Triple C, Willie Tolliver, and Val Webb, to make grant application subject to working with Mr. Bebeau for final filing through the City and to comply with all necessary regulatory and financial requirements, for repairs and improvements, and the written request for the Holy Family Center - "Attachment A", and that the application be made in the proper way as specified

with AARP and City procedures, and making landscaping and gardening improvements in compliance with AARP and City guidelines. Commissioner Grove seconded and the motion carried 5-0.

ADJOURNMENT

With no further business Commissioner Elliott made a motion to adjourn the meeting. Commissioner Ash seconded and the motion carried 5-0.

Kevin Begos, Mayor

Deborah Guillotte, City Clerk

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
REGULAR MEETING
MONDAY, March 8th, 2021
Community Center/City Hall – 1 Bay Avenue
Agenda

Regular Meeting: 6:00 pm

1. Approval of Feb 8th, 2021 regular meeting minutes.
Motion to approve by Jim Bachrach; 2nd by Elizabeth Milliken. Motion Carries.

2. Review, Discussion and Decision for Fence. **(Historic District) (R-1) @ 110 7th St.** Block 60, Lot 2. For Robert Seaborn-Owner; Contractor: n/a
Motion to approve by Richard Dagenhart; 2nd by Bobby Miller. Motion Carries. All in favor.

3. Review, Discussion and Decision for Carport. **(R-2) @ 362 21st Ave.,** Block 216, Lots 7&8. For Edward Kane–Owner; Contractor: Owner.

Withdrawn by Owner

4. Review Discussion and Decision for Storage Shed. **(Historic District) (R-1) @ 116 15th St.** Block 100, Lot 4. For Rhett Butler-Owner; Contractor: TBD

Motion to approve subject to floodplain mgt review by Richard Dagenhart; 2nd by Jim Bachrach. Motion Carries. All in favor.

5. Review Discussion and Decision for New Church. **(Historic District) (R-1) @ 120 Ave I** Block 72, Lot 6&7. For Holiness Church-Owner; Contractor: Jerry Warren.

Motion to table by Jim Bachrach; 2nd by Richard Dagenhart. Motion Carries; no representation.

6. Review, Discussion and Decision for Renovation/Addition. **(Historic District) (R-1) @ 127 Ave B.** Block 44, Lots 1,2 & SE 1/2 of 3. For George Wilkerson-Owner; Contractor: Rodriguez Constr.

Motion to approve by Jim Bachrach; 2nd by Bobby Miller. Motion Carries. All in favor.

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
REGULAR MEETING
MONDAY, March 8th, 2021
Community Center/City Hall – 1 Bay Avenue
Agenda

7. Review, Discussion and Decision for New Residence. **(Historic District) (C-2) @ 7th St./Ave J.** Block 169, Lot 5. For Kathleen Winberg -Owner; Contractor: TBD.

Motion to approve by Jim Bachrach; 2nd by Bobby Miller. Motion Carries.

8. Review, Discussion and Decision for New Residence. **(Historic) (R-1) @ 5th St. Block 7, Lot 7.** For Neil Carlton-Owner; Contractor: Construct Group SE.

Need complete site plan; appears to be over 40% impervious area.
Motion to table by Richard Dagenhart-; 2nd by Joe Taylor. Motion Carries.

9. Review, Discussion and Decision for Swimming Pool & Gym. **(Historic District) (R-1) @ 67 Ave. D.** Block 16, Lot 1 & ½ Lot 2. For Steven Etchen -Owner; Contractor: Coastal ICF.
Motion to approve by Jim Bachrach; 2nd by Richard Dagenhart. Motion Carries.

10. Review, Discussion and Decision to Move Building & Construct New Storage Building. **(Historic District) (C-1) @ 51 Ave C.** Block 159, Lot 8. For Steven Etchen -Owner; Contractor: Coastal ICF.
Discussion: remaining 9'4" Fence has been cut down today.

Other/New Business: **Al Ingle announces resignation; Several P&Z Board members express reconsideration. Al Ingle rescinds resignation.**

Outstanding/Unresolved Issues:

Motion to Adjourn by Jim Bachrach

Al Ingle, Chairman

**CITY OF APALACHICOLA
MAYOR'S ELECTION PROCLAMATION**

I, the undersigned, KEVIN P. BEGOS, Mayor of the City of Apalachicola, by authority of law and pursuant to City Ordinance No. 91-4, do hereby proclaim that on Tuesday, September 7, 2021 an election will be held to fill the offices as follows: City Commissioner Seat 3 for a term of four years, and City Commissioner Seat 4 for a term of four years, and a Run-Off Election, if necessary, will be held on Tuesday, September 21, 2021.

Candidates wishing to qualify may do so at the City Office from 12 Noon Monday, June 28, 2021 until 12 Noon Friday, July 2, 2021. City Office is located at 192 Coach Wagoner Boulevard, and regular office hours are from 8:00 AM to 5:00 PM, Monday – Friday. Each Candidate must pay to the City Clerk at the time of qualifying a qualifying fee of 4.5% of the first year's salary, must be a resident of the City of Apalachicola, and must also be a qualified voter of the State of Florida, County of Franklin, and the City of Apalachicola.

All persons not previously registered to vote may register to vote anytime from now up to 4:30 PM on Monday, August 9, 2021 for the General Election, and Monday, August 23, 2021 for the Run-Off Election at the Office of the Franklin County Supervisor of Elections located at 47 Avenue F, Apalachicola, Florida, hours 8:30 AM to 4:30 PM, Monday – Friday.

The polling place will be at National Guard Armory located at 66 4th Street in the City of Apalachicola and will be open at 7:00 AM and close at 7:00 PM. Absentee ballots may be obtained by contacting the Office of the Franklin County Supervisor of Elections at place and time noted previously. Only qualified electors will be permitted to vote. Early voting will be conducted from August 28, 2021 to September 4, 2021 at the Supervisor of Elections Office, 47 Avenue F, Apalachicola, Florida from 8:30 AM to 4:30 PM.

All residents of the City of Apalachicola not currently registered to vote are urged to register and take part in this election.

Kevin P. Begos, Mayor
City of Apalachicola, Florida