

REGULAR MEETING
APALACHICOLA CITY COMMISSION
TUESDAY, JANUARY 7, 2025 – 6:00PM
FORMER APALACHICOLA MUNICIPAL LIBRARY
74 6TH STREET, 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**

- III. Public Comment**

- IV. New Business**
 - 1. Arbor Day Proclamation
 - 2. Tree Ordinance Revision
 - 3. Cemetery Ordinance

- V. Unfinished Business**
 - 1. Grant Approval Policy
 - 2. Gibson Parking

- VI. Mayor and Commissioner Comments**

- VII. City Manager Communications - Report Attached**

- VIII. Finance Director Communications - Report Attached**

- IX. Attorney Communications**

- X. Consent Agenda- CC 9.3.24 PH & RM Minutes; CC 11.5.24 Workshop Meeting Minutes; CC 11.5.24 RM Minutes; CC 12.3.24 WS Meeting Minutes; CC 12.3.24 RM Minutes**

XII. Department Reports – Included in Agenda Packet

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: January 7, 2025**

SUBJECT: Arbor Day Proclamation

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: 1
Department: Tree Committee
Contact: Travis Wade/Scott Davis, Tree Committee Chair
Presenter: Travis Wade

BRIEF SUMMARY: The City of Apalachicola is one of many Florida communities certified by the national Arbor Day Foundation as a Tree City. In the parking lot of the Apalachicola Margaret Key Public Library on Saturday, January 25, 2025, from 1:00 p.m. until 3:00 p.m., the Tree Committee will hold the City's annual Arbor Day event.

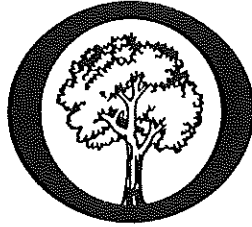
RECOMMENDED MOTION AND REQUESTED ACTIONS: Read the Arbor Day proclamation into the record and sign it.

FUNDING SOURCE: Not applicable.

ATTACHMENTS: Arbor Day proclamation

STAFF'S COMMENTS AND RECOMMENDATIONS: No comments or recommendation needed.

PROCLAMATION



Arbor Day

Whereas, the Arbor Day Foundation has certified the City of Apalachicola as a Tree City, and

Whereas the City Commission has appointed a Tree Committee that will observe Arbor Day from 1 to 3 p.m. on January 25, 2025, in the parking lot of the Apalachicola Margaret Key Library by handing out free trees provided by the Florida Forest Service,

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community,

Whereas, trees reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife,

Whereas, trees are a renewable resource giving us paper, wood for our homes, and countless other wood products, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, therefore, I, Brenda Ash, Mayor of the City of Apalachicola, do hereby proclaim January 25, 2025, as Arbor Day in the City of Apalachicola, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to promote the well-being of this and future generations.

Signed:

Brenda Ash

January 7, 2025

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: January 7, 2025**

SUBJECT: Tree Ordinance

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: 2
Department: Administration
Contact: Travis Wade/Scott Davis, Tree Committee Chair
Presenter: Travis Wade

BRIEF SUMMARY: City Manager Wade met with the Tree Committee and discussed revisions to the Tree Ordinance. The discussion resulted in the attached revisions to the Ordinance. Committee Member Winterringer drafted the attached draft Ordinance with the highlighted changes.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

Recommend the Ordinance for First Reading at the next meeting.

FUNDING SOURCE: N/A

ATTACHMENTS:

Draft Tree Ordinance

STAFF'S COMMENTS AND RECOMMENDATIONS:

ARTICLE II. TREE PROTECTION¹

Sec. 105-21. Purpose and intent.

- (a) Trees are recognized to be a valued asset, providing a healthier and more beautiful environment in which to live. Tree preservation enhances the value and marketability of property and thereby promotes the stability of residential neighborhoods, making them more livable and desirable.
- (b) This article establishes protective regulations for tree preservation and a permitting process to ensure good management practices on private and city-owned property, including utility easements for continued healthy and beautiful trees.

(LDC, art. XII, § I; Ord. No. 2011-01, § I, 2-8-2011)

Sec. 105-22. Definitions.

Tree. A woody plant having one or more well-defined trunks capable of being maintained with a clear trunk and normally growing to an overall height at maturity of a minimum of 15 feet.

Dead. In a state of irrecoverable decline with more than 50 percent of leaves, branches, and limbs not alive.

Diameter at breast height. The diameter of a tree trunk as measured four and a half (4 ½) feet above ground level.

Drip line. The limiting line established by a series of perpendicular drop points marking the maximum radius of the crown of an existing tree, but not less than ten feet from the trunk, whichever is greater.

~~Patriarch~~ *Heritage tree.* A protected native tree (section 105-23) whose trunk is 35 or more inches in diameter at breast height.

Relocate. As used in article II, tree protection regulations and elsewhere in this Code, the digging up of a protected tree by a property owner from a place on the owner's property and the planting of the same tree in another place on the same property or in a public place.

Substantial alteration. The heavy cutting of top branches (topping), cutting of major lower limbs (elevating), or significant trimming of a tree that alters the natural symmetry of the tree. The term does not include customarily accepted practices used by certified arborists for pruning shade trees.

(Ord. No. 2018-07, § I, 2-5-2019)

Sec. 105-23. Protected native trees.

The native trees predominately foresting the City of Apalachicola are:

¹Ord. No. 2018-07, § I, adopted February 5, 2019, amended art. II in its entirety, with the exception of § 105-21, purpose and intent, to read as herein set out. Former art. II, §§ 105-22—105-30, pertained to tree protection and preservation, and derived from LDC, art. XII, §§ II—X; Ord. No. 2011-01, §§ II—X, 2-8-2011.

Bald and pond cypress (*Taxodium distichum* and *Taxodium ascendens*),
Eastern and southern redcedar (*Juniperus virginiana* and *Juniperus silicicola*),
Live oak (*Quercus virginiana*),
Longleaf pine (*Pinus palustris*),
Sabal (cabbage) palm (*Sabal palmetto*),
Southern magnolia (*Magnolia grandiflora*), and
Sycamore (*Platanus occidentalis*).

Individual trees of these species having diameters of ~~four~~ eight or more inches at breast height are protected (hereinafter referred to as "protected trees"). Other native trees and all nonnative trees are not protected.

(Ord. No. 2018-07, § I, 2-5-2019)

Sec. 105-24. Preservation of ~~patriarch~~ heritage trees.

No ~~patriarch~~ heritage tree on privately- or city-owned property shall be removed or substantially altered by a private landowner or a department of the city unless:

- (1) Under a declared emergency (section 105-25(1)(d)) or in the case of an imminent hazard (section 105-25(2)), the city manager, or in the manager's absence the manager's designee (e.g., code enforcement officer), finds for a specific tree that immediate action is required to eliminate a condition endangering public safety or property.
- (2) In a non-emergency or non-imminent hazard situation:
 - a. On private property coincident with the planning and zoning board's approval of a proposed development plan that is conditional on a tree permit application being approved, the city manager approves the issuance of a tree permit to a private landowner to remove or substantially alter a tree on a lot because not doing so would make the lot undevelopable for any principal structure (section 105-26(1)(c)).
 - b. On private property when no development plan is proposed or on city property, the city manager documents in writing his or her reasons for allowing removal or substantial alteration (sections 105-26(1)(c) and 105-26(2)(c)).

(Ord. No. 2018-07, § I, 2-5-2019)

Sec. 105-25. Activities exempted from or requiring a tree permit.

- (1) A tree permit is not required for the following exempt activities:
 - a. Unprotected trees—The removal, relocation, or substantial alteration of:
 - Native trees not listed in section 105-23;
 - Native trees listed in section 105-23 that are less than eight inches in diameter at breast height;
 - Cultivated varieties of once native trees developed by selective breeding and sold by plant nurseries;
 - and
 - Nonnative trees, including invasive species.
 - Dead trees when the code enforcement officer inspects the trees and agrees they are dead.

-
- b. As provided by State law (F.S. § 163.045), the pruning, trimming, or removal of a tree on a residential property if the property owner possesses documentation from an arborist certified by the International Society of Arboriculture or a Florida licensed landscape architect that the tree poses an unacceptable risk to persons or property. A tree poses an unacceptable risk if removal is the only means of practically mitigating its risk below moderate, as determined by the tree risk assessment procedures outlined in Best Management Practices - Tree Risk Assessment, Second Edition (2017).
 - c. Pruning—Pruning of unprotected trees, and light pruning of protected trees that does not substantially alter the protected trees.
 - d. Emergency—The removal or substantial alteration of any significantly-damaged, protected, non-patriarch heritage tree during or following a natural or man-made disaster (e.g., hurricane, tornado, high wind, flood, or forest fire) when the city commission or manager declares a state of emergency and determines that permitting requirements will hamper private or public work to restore safety and order to the city. Permission is required to remove or substantially alter a patriarch heritage tree (section 105-24(1)). In the interest of expeditiously addressing damaged heritage trees, oral permission is sufficient, and written permission is not required.
 - e. Highway and electric utility rights-of-way—The removal or trimming of protected trees by:
 - The Florida Department of Transportation along roads under its jurisdiction to maintain safe lines of sight at road intersections and alleys and horizontal clearance areas along roadways where errant vehicles leaving the roadway might travel.
 - The electric utility along power lines necessary for the maintenance of accepted public safety standards and system reliability.

(2) A tree permit is required for the following activities.

Any removal or substantial alteration of a protected tree not exempted in section 105-25(1). Some specific situations requiring a permit include:

Imminent hazard—The removal or substantial alteration of a protected tree when an applicant proposes that immediate action is required due to a condition endangering public safety or property.

Diseased or pest-infested tree—The removal or substantial alteration of a diseased or pest-infested, protected tree when an applicant proposes that doing so will prevent the spread of the disease or pests to healthy trees.

Storm-damaged tree—The removal or substantial alteration of a protected tree damaged by a storm for which the city commission or manager did not declare a state of emergency.

Tree in decline—The removal or substantial alteration of a protected tree that has lost vigor and displays pale green or yellow leaf color, small leaves, poor growth, leaf drop, or dieback of twigs and branches. A tree in decline is not a dead tree.

(Ord. No. 2018-07, § I, 2-5-2019)

Sec. 105-26. Permits for removal, relocation, or substantial alteration of protected trees.

Any person wishing to remove or substantially alter a protected tree shall ~~make~~ submit an application to the code enforcement officer. ~~on a tree application form provided by the officer.~~

A tree permit shall be issued to remove or substantially alter a protected tree only if such action is in compliance with these article II requirements and the section 109-50 site plan requirements.

Substantial alteration of a protected tree shall be allowed only under a declared emergency (sections 105-24(1) and 105-25(1)(d)), when a permit is obtained in the case of an imminent hazard (sections 105-24(1) and 105-25(2)), or when a permit is obtained in a non-emergency or non-imminent hazard situation to eliminate limbs that encroach on an adjacent structure.

(1) Private property.

- a. If the proposed tree removal or substantial alteration is in conjunction with proposed development the planning and zoning board reviews (e.g., a newly-proposed structure, the expansion of an existing structure where the footprint increases in size, the construction of a driveway or walkway, or other such development that disturbs the land surface), the code enforcement officer shall implement these tree protection requirements at the time the planning and zoning board reviews and decides to approve, conditionally approve, or disapprove the site plan.
- b. If the proposed tree removal or substantial alteration is not in conjunction with proposed development that the planning and zoning board reviews (e.g., tree removal due to tree roots affecting the structural integrity of a building foundation), the code enforcement officer, city manager, or a designee shall implement these tree protection requirements at the time he or she reviews and makes a decision on the tree removal or substantial alteration application. Only the city manager shall make decisions on ~~patriarch~~ **heritage** trees (subsection c).
- c. If the proposal is the removal or substantial alteration of a ~~patriarch~~ **heritage** tree, the code enforcement officer shall provide a copy of the tree application to the tree committee appointed by the city commission. The committee shall review the tree permit application and make a recommendation to the city manager.

When a proposed removal or substantial alteration of a heritage tree is in conjunction with a development plan for a privately-owned lot that is reviewed by the planning and zoning board, the city manager shall allow removal or substantial alteration of the heritage tree only when **no principal structure could be legally built on the lot taking into consideration the location of the tree and such** requirements as setbacks and minimum required size for single-family dwellings. Through the variance process the board of adjustment may consider reducing setbacks or minimum dwelling size if doing so would spare the tree.

The city manager's reasons for allowing removal or substantial alteration of a ~~patriarch~~ **heritage** tree shall be documented in writing.

(2) City property.

- a. A person wanting to remove or substantially alter a protected tree on city property adjacent to private property owned by the person (e.g., to create an entryway to a proposed driveway on private property) shall apply for a tree permit. Cost of the permit and tree removal or substantial alteration shall be borne by the applicant.
- b. A city department wanting to remove or substantially alter a protected tree on city property shall make a request to the code enforcement officer. To document the request, the code enforcement officer shall prepare a tree application for the proposed action. Removal or substantial alteration of the tree shall not occur unless the code enforcement officer, city manager, or one of their designees approves the removal or substantial alteration.
- c. If the proposal is the removal or substantial alteration of a ~~patriarch~~ **heritage** tree, the code enforcement officer shall provide a copy of the tree application to the city manager and tree committee appointed by the city commission. The committee shall review the tree permit application and make a recommendation. The city manager shall make a decision on the proposal and document in writing the reasons for allowing any removal or substantial alteration.

As a condition of approval, decision makers may require that certain protected trees or native trees listed in section 105-23 that are less than eight inches in diameter at breast height be relocated from the area of proposed development to an undeveloped location.

Under a tree permit, thinning of healthy protected trees may be justified if selective removal of trees improves the development of remaining trees and allows them to grow faster and in a fuller, characteristic form.

To ensure that a tree permit is not prematurely issued for a proposed development that is never approved, the tree permit and building permit will be issued simultaneously.

(Ord. No. 2018-07, § I, 2-5-2019)

Sec. 105-27. Protection of trees during building operations.

Within the drip line radius of a protected tree, the following activities shall not occur during development, redevelopment, or improvement: deposition of debris and fill; storage of gasoline, oil, paint, chemicals, and other toxic materials harmful to trees; and attachment of wire to trees.

Driveways and sidewalks of impervious concrete and asphalt may not be constructed within the drip line of protected trees.

(Ord. No. 2018-07, § I, 2-5-2019)

Sec. 105-28. Utility easement trimming.

Electric utility companies and their contractors that perform vegetation maintenance and tree pruning or trimming within electric utility right-of-way corridors shall do so in accordance with the following requirements. As defined in State law (F.S. § 163.3209), "vegetation maintenance and tree pruning or trimming" means "the mowing of vegetation within the right-of-way, removal of trees or brush within the right-of-way, and selective removal of tree branches that extend within the right-of-way."

- (1) All tree management will be limited to what is necessary for the proper maintenance of existing and new utility facilities in order to provide safe and reliable utility service.
- (2) Prior to vegetation maintenance and tree pruning or trimming, the utility shall provide the city manager with a minimum of five business days' advance notice. Such advance notice is not required for vegetation maintenance and tree pruning or trimming required to restore electric service or to avoid an imminent vegetation-caused outage.
- (3) The electric utility shall meet with the city manager, or the manager's designee (e.g., code enforcement officer), to discuss and submit the utility's vegetation maintenance plan, including the utility's trimming specifications and maintenance practices. The plan shall identify any **patriarch heritage** trees that are proposed for trimming and the amount of trimming proposed.
- (4) Vegetation maintenance and tree pruning or trimming conducted by utilities shall conform to American National Standards Institute (ANSI) A300 (Part I)—2008 (R2014) pruning standards and ANSI Z133.1-2000 Pruning, Repairing, Maintaining, and Removing Trees, and Cutting Brush—Safety Requirements.
- (5) Vegetation maintenance and tree pruning or trimming conducted by utilities must be supervised by qualified electric utility personnel or contractors licensed to do business in the City of Apalachicola and trained to conduct vegetation maintenance and tree trimming or pruning consistent with these requirements or by certified arborists certified by the certification program of the International Society of Arboriculture. Trimming of **patriarch heritage** trees may only be performed by certified arborists.

(Ord. No. 2018-07, § I, 2-5-2019)

(Supp. No. 4)

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Sec. 105-29. Reforestation fund.

Fees collected for the lawful removal of protected trees shall be placed in a reforestation fund maintained by the City of Apalachicola. (Fees for the administrative processing of tree permit applications (e.g., \$50.00 per application) and fines for the unlawful removal or substantial alteration of protected trees (section 105-30) shall not be placed in the reforestation fund.) Reforestation fund fees shall be spent to acquire, install, and maintain trees, and promote a reforestation program on city property, primarily in parks, squares, and along highway and street corridors.

The city, by resolution, is authorized to set and change the permit application fee and any corresponding reforestation fee for permits applied for in this article, which resolutions are incorporated by reference herein .

Following are the reforestation fund fees that shall be collected for removal of protected trees.

Diameter at breast height of protected tree removed (inches)	Fee for each tree (\$)
4 to 16	25
Greater than 16 to less than 35	35
35 and larger (patriarch tree)	1,000

For a tree permit applicant not proposing to remove a patriarch heritage tree, the maximum total reforestation fund fee collected for each lot covered by the application shall not exceed \$250.00.

For a tree permit applicant proposing to remove a patriarch heritage tree, the maximum total reforestation fund fee collected for each lot covered by the application shall not exceed \$250.00 for the non-patriarch heritage trees plus an additional \$1,000.00 for each patriarch heritage tree.

(Ord. No. 2018-07, § I, 2-5-2019)

Sec. 105-30. Penalties for violations.

Any person that removes or substantially alters a protected tree before a tree permit is obtained shall be charged a doubled permit application processing fee (e.g., \$100.00) for an after-the-fact permit.

If an after-the-fact tree permit is not issued because the tree removal or substantial alteration is not in accordance with these tree protection regulations, a fine in the amount specified in section III.D.1 of this Code set by the City Commission shall be imposed. Each tree that is illegally removed or substantially altered is a separate offense.

Any person that illegally removes or substantially alters a patriarch heritage tree shall be fined up to \$25,000.00.

Commercial tree care contractors or general contractors are required to be licensed by the city in order for them to conduct business within the city. Commercial tree care contractors or general contractors hired by the City of Apalachicola to complete tree removal or significant alteration must show proof of commercial general liability insurance in the amount of \$1,000,000.00 per occurrence for bodily injury and property damage with a provision that does not allow cancellation without 30 days' written notice to the city. Two or more violations of any provision of these tree protection requirements by any commercial tree care contractor or general contractor may result in revocation of such person's license to do business within the city.

(Ord. No. 2018-07, § I, 2-5-2019)

Secs. 105-31—105-30. Reserved.

draft

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: January 7, 2025**

SUBJECT: Cemetery Ordinance 2025-01

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: 3
Department: Planning and Zoning
Contact: Dan Hartman
Presenter: Dan Hartman

BRIEF SUMMARY:

The Commission directed staff to develop amendments to the City Code in order to regulate activities in the municipal cemeteries. Including but not limited to the preclusion or regulation of commercial activities in the cemeteries, permits, fees, hours and reporting requirements.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

Approve Ordinance 2025-01 for 1st Reading and proceed with adoption process.

FUNDING SOURCE: N/A

ATTACHMENTS:

Cemetery Ordinance

STAFF'S COMMENTS AND RECOMMENDATIONS:

ORDINANCE NO: 2025-1

AN ORDINANCE OF THE CITY OF APALACHICOLA, FLORIDA, PROVIDING FOR THE REGULATION OF ACTIVITY IN CITY OWNED CEMETERIES, AMENDMENT OF THE APALACHICOLA CODE OF ORDINANCES PART II, CHAPTER 12 – CEMETERIES TO ADD SECTIONS 12-6 THROUGH 12-17; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Article VII, Section 2 of the Florida Constitution provides that municipalities shall have governmental, corporate and proprietary powers to enable municipalities to conduct municipal government, perform municipal functions and render municipal services; and

WHEREAS, Chapter 166, Florida Statutes, the “Municipal Home Rule Powers Act,” implements the applicable provisions of the Florida Constitution and authorizes municipalities to exercise any power for municipal purposes, except when expressly prohibited by law and to enact ordinances in furtherance thereof;

WHEREAS, the purpose of this Ordinance is to add language designed to clarify and enhance the City of Apalachicola’s Code regulating activities in City Cemeteries;

NOW THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE CITY OF APALACHICOLA, FLORIDA:

Section 1. AMENDMENT OF PART II, CHAPTER 12 – CEMETERIES TO ADD SECTIONS 12-6 THROUGH 12-:

Sec. 12-6 - Approved Activities

Permissible activities include, but are not limited to, holiday and memorial services, monument unveiling ceremonies, educational, historical or cultural awareness tours, public recognition ceremonies, religious events, family or church gatherings, photography or nature appreciation, conservation, beautification or cemetery improvement activities.

Sec. 12-7 - Restricted Activities

The Municipal-owned cemeteries of City of Apalachicola are not for sensational purposes.

1. Any tours or events marketed as haunted, paranormal, or involving ghosts, spiritualists or mediums are strictly prohibited from the municipal cemeteries¹

¹ NOTE: ~~Struck through~~ language is language proposed to be deleted, Underlined language is amended language, sections that have been skipped or remain unchanged are shown as ***.

- a. Activities that disrupt or impede the ability of stakeholders to peacefully visit tombs, lots, or other property for the purposes of maintenance or mourning are prohibited.
- b. Weddings, vow renewals, or other nuptial ceremonies shall be allowed subject to the rules and regulations set forth and with approval of the City Manager. The application shall be made least seven (7) days prior to the event and be subject to a special event fee.
- c. Athletic events, treasure hunting, scavenger hunting, loud gatherings and other activities or events determined to be offensive, sacrilegious, disrespectful or disruptive to the dignity and character of the cemetery are prohibited.

Sec. 12-8 - Types of Cemetery Tours

Cemetery tours may be conducted by walking or other means of non-vehicle based transportation. Nothing shall preclude use of a wheelchair or other medically necessary mobility device.

Tours may be conducted between the hours of 8:00am and 6:00pm, seven days a week.

Sec. 12-9 - After-Hour Events/Activities

Permission for after-hour activities may be requested for the hours of 6:00 AM – 8:00 AM and 6:00 PM – 8:00 PM.

No after-hour activities shall be permitted between the hours of 8:00 PM and 6:00 AM.

Permission for after-hour activities must be requested at least seven (7) days in advance.

Sec. 12-10 - Cemetery Tour and Special Event Fees

All commercial tours, organized groups, and special events in the municipal cemeteries, including those during normal business hours, will be required to pay a fee established by City of Apalachicola. The fee shall be set forth by the City Commission on an annual basis, in accordance with the current policy setting forth fees and charges.

Commercial Tour operators would be required to provide the City Manager with a copy of commercial insurance policy prior to conducting tours. The commercial insurance policy shall show the City as an additional insured.

OR

All commercial activity is prohibited within municipal cemeteries.

Sec. 12.11 - Tour and Activity Conflicts

Interment services shall have priority over tours, special activities, and events in all cemeteries. Tours may be prohibited from areas with open graves or funeral services, and groups may be asked to move or leave an area where interment services are scheduled.

The City Manager, or his or her designated representative, has the discretion to exclude tours or groups from any portion of any cemetery.

The tour guide must prevent guests from intruding upon any private service. Any tours or tour vehicles in close proximity to a funeral service should leave at once.

Sec. 12.12 - Cemetery Tour Guides

All cemetery tours must have a tour guide who is responsible for the tour party.

Tour guides must be familiar with and agree to abide by the rules and regulations and any other applicable laws, ordinances, or rules.

Sec. 12-13 - Cemetery Tour Guide Responsibilities

Tour guides are responsible for ensuring all employees and patrons abide by any applicable laws or ordinances and the cemetery rules and regulations as set forth herein.

Sec. 12-14 - Alcohol

Alcohol of any type is strictly prohibited from cemetery grounds. Person(s) caught with alcohol and/or intoxicated persons will be asked to leave the cemetery. Guides, organizers, or agency representatives condoning such behavior on cemetery property may be subject to a suspension of services on cemetery grounds.

Sec. 12-15 - Waste Disposal

Each tour or activity must provide its own means of waste disposal. No garbage is to be left on cemetery property. Cigarette butts are undesirable waste and are not to be littered or left on cemetery property.

Sec. 12.16 - Damage Reporting

The tour guide or group organizer shall immediately report any damage to trees, shrubbery, turf, coping, lot markers, roadways, or structures caused by a vehicle or guests of the tour/activity to the City Manager.

The tour company or group organizer will be responsible for compensating the City for any damages caused to City property.

Sec. 12.17 - Violations

Any individual or organization that habitually violates the Rules and Regulations of Municipal Cemeteries will be prohibited from holding future tours or events in the cemetery.

Section 2. Severability. If any portion of this Ordinance is declared invalid, the valid remainder hereof shall remain in full force and effect.

Section 3. Effective Date: This Ordinance shall become effective upon adoption.

First Reading on _____ :
Second Reading and Adoption on _____ :

ATTEST: City Commission of the
City of Apalachicola, Florida

By: _____
Sheneidra Cummings, City Clerk

By: _____
Brenda Ash, Mayor

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: January 7, 2025**

SUBJECT: Grant Application Approval Policy

AGENDA INFORMATION:

Agenda Location: Unfinished Business
Item Number: 1
Department: Grants
Contact: Bree Robinson/Travis Wade
Presenter: Travis Wade

BRIEF SUMMARY: During the May 2024 Regular Meeting the proposed Grant Application Approval Policy was discussed. Commissioner Grove provided the attached draft for review/approval.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

FUNDING SOURCE: N/A

ATTACHMENTS: Draft Policy

STAFF'S COMMENTS AND RECOMMENDATIONS:

GRANT APPLICATION APPROVAL POLICY

Proposed policy October 2024 meeting with small changes:

Generally, ~~City staff~~ The City Manager may apply for grants without prior commission approval in following circumstances: ~~one of the three paths for grant approval based on a particular grant application:~~

- 1. Grant that have no match and do not need commission authorization.** Some Grant applications that do not require matching funds or commission authorization. No prior approval from the City Commission is needed before a grant application is submitted. Commission will be notified at the next commission meeting or by email.
- 2. Authorization required to apply for grant.** Grant application that requires documentation of approval as a part of the application process ~~which necessitates City Commission~~ will be brought before the commission for approval before an application is submitted.
- 3. Match required to apply for grant.** Grants require matching funds need to be approved by the City Commission before a grant application is submitted.

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: January 7, 2024**

SUBJECT: Gibson Parking Plan

AGENDA INFORMATION:

Agenda Location: Unfinished Business
Item Number: 1
Department: Building
Contact: Dan Hartman/Bree Robinson
Presenter: Cutler Edwards or Representative

BRIEF SUMMARY:

There have been questions surrounding parking for the Gibson complex – Gibson representatives have put together a complete parking plan which shows all surrounding available street parking, the planned parking lot for the expansion, use of ROW for additional parking, and accurate numbers of rooms, staff, tables, and barstools for the requirements to be tallied. The parking requirements are met if the below request is approved – the complex requires a total of 106 spots to meet the requirement and if the historic waiver is given then the complex has 16 waived and 79 provided, totaling to 95 parking spots. With the requirement being 106, there is a need to mitigate at least 11 parking spots through the Apalachicola Parking Mitigation Fund.

- 1.) Applicant is requesting a parking mitigation ‘waiver’ for up to 8 spots per documented historic structure as allowed in the LDC (Sec. 111-288.(i)(11)), so waiver of 16 spots for both documented historic buildings. (Gibson + Buck House)
- 2.) Applicant is requesting approval to mitigate 11 parking spots by paying \$55,000 into the APMF.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

- 1.) Motion to approve a parking mitigation waiver of up to 8 spots per each documented Florida Master Site File historic building in the Gibson complex – in this case 2 historic structures and waiver of 16 required parking spaces.
- 2.) Motion to approve parking mitigation for 11 parking spots in the amount of \$55,000 to be held in the Apalachicola Parking Mitigation Fund and for the Gibson complex to be placed on the master parking mitigation list.

FUNDING SOURCE: N/A

ATTACHMENTS: Parking Plan submitted by applicant, proof of historic structures designation, plus applicable code regarding the parking requirements.

STAFF'S COMMENTS AND RECOMMENDATIONS: Recommend to approve the historic waiver and the paid parking mitigation.

Sec. III - 288. - In general

(1) Home occupations.

- a. Home occupations shall not involve employment of nonresidents of the premises;
- b. Home occupations shall be conducted entirely and only within the principal residential structure and shall not occupy more than 25 percent of the floor area of such structure;
- c. There shall be no external evidence of the conduct of such occupation except one sign, not illuminated, and not exceeding one square foot in area, mounted flat against the wall of the residence;
- d. Home occupations shall not be constructed to include barbershops, beauty parlors, tea rooms, and food processing establishments, restaurants, antique stores, or commercial kennels.

(2) Residential apartment units.

- a. Residential apartment units are subject to particular district standards for single-family dwellings.
 - b. In order to promote efficient use of existing space in downtown commercial (C-1) areas, residential apartment units are limited to those areas located on building second floors above active commercial activities.
- (g) District overlay. In the event that two or more separate provisions of this code indicate conflicting regulations or standards (historic district, zoning district, waterfront review zone), the highest and most restrictive regulation and/or standard shall govern.
- (h) Waterfront and adjacent area special review requirements. Special requirements for structures, facilities, and uses of land adjacent to the waterfront (river and bay, including creeks and waterways joining these. See map entitled: Special Waterfront Area).

(1) All housing and other structures within this waterfront area shall be connected to the city's central sewer system.

(2) All plans for development with the waterfront area shall ensure:

- a. That the basic functions and productivity of the Apalachicola Bay area's natural land and water systems will be conserved to reduce or avoid health, safety, and economic problems for present and future residents of the Apalachicola Bay area.
 1. Wetlands will be preserved and protected.
 2. Where alterations of wetlands are necessary in order to allow reasonable use of property, either the restoration of the disturbed wetlands will be provided or additional wetlands will be created at a 4:1 ratio to mitigate any wetland destruction. All approved mitigation shall be required to demonstrate, through appropriate monitoring and reporting by the project's developer, at least an 85 percent planting survival rate for wetland areas created/augmented during mitigation, for a period at least two years for herbaceous wetland communities, and for at least five years for forested wetland communities.
 - b. Land development shall be consistent with a safe environment, adequate community facilities, and a desire to minimize environmental hazards.
 - c. No wastes shall be discharged into any waters of the Apalachicola Bay area without first being given the degree of treatment necessary to fully protect, and/or improve the present water quality adjoining this area.
- (3) All development within the special waterfront district shall comply with article I of this chapter and article I of chapter 115. The stormwater management plan will prohibit the use of herbicides in the special waterfront district.
- (4) The bulk storage of hazardous materials, as defined by the Federal Environmental Protection Agency (EPA) Schedule 40 CFR 261, sbpts. C and D, is a specifically excluded use within the waterfront area. For the purposes of this section, the term "bulk storage" means more than 100 kilograms (220 pounds) of EPA-listed hazardous materials, and more than one kilogram (2.2 pounds) of EPA-listed acutely hazardous materials. In general, every effort should be made to secure small amounts of these materials, as well as common, less hazardous, chemicals and substances, from release into the environment.
- (5) The storage and dispensing of petroleum products with the waterfront district is a permitted use under applicable department of environmental protection (DEP) rules pursuant to F.S. ch. 17.61 and applicable federal regulations.
- (6) The use of natural vegetation erosion control structures is encouraged and preferred to the construction of rigid shore protection structures (seawalls, bulkheads, revetments, etc.). The constructions of vertical seawalls without armoring (rip rap, sandbags) on the waterward face are prohibited on natural water bodies.
- (7) The alteration, other than approved maintenance, of mosquito ditches is prohibited.

(i) Parking requirements.

- (1) *Off-street parking.* Required off-street parking facilities shall be primarily for the parking of private passenger automobiles of occupants, patrons or employees of the principal use served. Parking for disabled persons shall be provided pursuant to F.S. § 316.1957.
- (2) *Definition of off-street parking.* There shall be provided at the time of the erection of any principal building or structure parking space with adequate provisions for ingress and egress no less than the following space requirements (when calculating the required number of parking spaces, fractional numbers of spaces go to the next whole number):
 - a. *Dwelling.* One parking space for each dwelling unit or room for rent.
 - b. *Offices, studios, and financial institutions.* One off-street parking space for each two persons at work on peak shifts, plus one for each 500 square feet of floor space open to the public.
 - c. *Retail establishments.* One off-street parking space for each two persons at work on peak shifts, plus two for the first 1,000



square feet of floor space devoted to merchandising, plus two for each additional 300 square feet used.

- d. *Eating and/or drinking establishments.* One offshore parking space for each two persons at work on peak shifts, plus one for each two tables for service, plus one for each four stools at the service counter.
 - e. *Child care centers.* One off-street parking space for each two persons at work on peak shifts, plus one for each 500 square feet of floor space, plus adequate provisions for the loading and unloading of children off of the public right-of-way, subject to site plan approval.
 - f. *Marinas.* One off-street parking space for each wet slip, plus one off-street parking space for every three dry slips.
 - g. *All other permitted uses and structures.* One off-street parking space for each two persons at work on peak shifts, plus additional spaces as determined by the planning and zoning board.
- (3) Location of off-street parking. Required off-street parking will be provided either on the same parcel of land as the principal building or structure or on a separate parcel located within 500 feet of the principal building or structure.
 - (4) On-street parking. An allowable commercial use of an existing building upon adoption of Ord. No. 91-7, adopted December 3, 1991, may use on-street parking as part of its required parking. An increase in the intensity of use of an existing building after the adoption of Ord. No. 91-7 on December 3, 1991, must comply with the parking requirements as provided in subsection (i)(2) of this section.
 - (5) Where a parking lot does not abut on a public or private street, alley, or easement of access, there shall be provided an access drive not less than ten feet in width in the case of a dwelling, and not less than 18 feet in width in all other cases, leading to the loading or unloading spaces and parking or storage areas required hereunder in such a manner as to secure the most appropriate development of the property in question. Parking spaces shall be a minimum of ten feet by 20 feet and access aisles shall be a minimum of 18 feet in width.
 - (6) Every parcel of land used as a public or private parking area, including a commercial parking lot, shall be developed and maintained in accordance with the following requirements:
 - a. No part of any parking area shall be closer than five feet to any established road right-of-way or alley line. In case the parking area adjoins a residential district, it shall be set back at least five feet from the residential district boundary and shall be effectively screened with landscaping, fence, wall or other approved materials.
 - b. Any off-street parking area, including any commercial parking lot, for more than five vehicles shall be so graded and drained as to dispose of all surface water accumulation within the area and shall be so arranged and marked as to provide for orderly and safe loading or unloading and parking and storage of vehicles.
 - c. Any lighting used to illuminate any off-street parking area, including any commercial parking lot, shall be so arranged as to reflect the light away from adjoining premises in any residential district as well as to eliminate driving nuisance and highway safety hazards.
 - d. Any commercial parking area shall require a department of environmental regulation stormwater permit before a city development permit can be issued.
 - (7) Off-street loading and unloading. In addition to the required off-street parking spaces, adequate off-street loading space, as determined by the building inspector, shall be provided so that no part of any commercial vehicle shall encroach or park upon any street, alley, sidewalk or public way during loading, unloading or servicing operations.
 - (8) The city shall make a determination, on no less than an annual basis, of the number of publicly-owned parking spaces that are available for use as parking mitigation in the C-1, C-4 and RF districts. Parking mitigation, as provided in this subsection, shall be available on a first come, first served basis, up to a maximum of 15 spaces per development until all currently spaces have been subscribed. Thereafter, the city may make additional spaces available or suspend the availability of parking mitigation.
 - (9) New commercial development or expanded intensity of an existing building use in the C-1, C-4 and RF districts may mitigate up to 50 percent of the required on-site parking through an approved mitigation plan as provided in subsection (h)(2)a2 of this section. This provision does apply to other zoning districts.
 - (10) New commercial development within the C-1, C-4 and RF districts may use on-street parking to meet part of the required parking standard as provided in subsection (i)(2) of this section.
 - (11) Restoration of an historic structure in the C-1, C-4 and RF districts may request waiver of up to 100 percent of required on-site parking not to exceed eight spaces. Documentation that the structure for which a waiver is sought qualifies as an historic structure, as provided in this subsection, shall be included in the request for waiver and be included as part of the permit application.
 - (12) New development on a single lot (30 feet by 80 feet) within the C-1, C-4 and RF districts may mitigate up to 100 percent of parking not to exceed eight spaces.
 - (13) All proposed development within the C-1 and C-4 districts shall be encouraged to locate all onsite parking at the rear of the proposed development to meet on-site requirements. Developments that encumber five or more lots shall be required to incorporate parking at the rear. Shared use agreements with adjacent property owners is encouraged to reduce curb cuts for parking access.
- (j) Endangered, threatened, or species of special concern's habitats and nesting areas shall not be altered or disturbed. Appropriate

To: City of Apalachicola

Re: Gibson Parking Plan + Mitigation Request

Dear City Staff and Commissioners,

Please find attached the parking plan proposal packet for the Gibson Inn including the new building, as required per May 2021 P&Z approvals.

The to-be-constructed parking lot on the corner of 4th and Ave C provides 14 new parking spaces, and the Ave C Right of Way improvements approved at that P&Z meeting another 10. Existing on-street parking, with spaces delineated by Emo Architects, are highlighted on the original Master Plan as presented to the City. To clarify, this count of 55 spaces on the perimeter of the Gibson block only includes already-existing parking spaces. The Gibson property as proposed provides a total of 79 physical parking spaces.

The Parking Needs calculator on the first page of the attached packet shows total rooms, staffing at peak levels, and table/stool layouts for all F&B outlets on the property. Per City requirements for overnight rooms, staffing, and tables/stools, the Gibson property needs 106 total parking spaces.

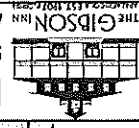
We would like to use the Historic Waiver for the two historic buildings on the Gibson premises, the original Inn and the J.F. Buck House (Hays House), with 8 spots waived for each of those two structures. They are listed on the Florida Master Site File as FR00284 and FR00166, respectively.

The 79 physical spaces + 16 waiver allowance will leave the Gibson with 95 spaces accounted for. That leaves a difference of 11 spaces, and we would like to request paid parking mitigation for those spaces.

Thank you for your consideration.

Cutler Edwards, White Sands
Jason Bogan, Hotel Director, Gibson Inn

Gibson Parking Needs Calculator												
Space	Rooms	Tables	Stools	Staff - peak								
Gibson	69	0	0	9								
Franklin - Dining		13	0	9								
Franklin - Parlor Bar		5	10	3								
Franklin - Porch*		7	0	0								
Franklin - Patio*		6	0	0								
Spa		0	0	3								
Café in Expansion Building		4	12	4								
Category totals		35	22	28								
* = staff incl. with Franklin count												
Parking Requirements Calculator												
Rooms 1:1	69											
Staff 1:2	14											
Tables 1:2	17.5											
Stools 1:4	5.5											
Subtotal	106											
Total spaces required:		106										
Spaces provided												
Area	Spaces											
Taranto Lot	14											
Ave C ROW at Taranto Lot	10											
4th St hotel side	18											
4th St - west side	4											
Ave C hotel side	4											
Market St	11											
Ave D hotel side	18											
Total Physical Spaces	79											
Historic Waiver	16											
Total Spaces Available	95											
Total Spaces Required	106											
Mitigation Spaces Requested	11											
<table border="1"> <thead> <tr> <th colspan="2">Historic Waiver</th> </tr> </thead> <tbody> <tr> <td>Gibson</td> <td>8</td> </tr> <tr> <td>Buck House</td> <td>8</td> </tr> <tr> <td>Subtotal</td> <td>16</td> </tr> </tbody> </table>					Historic Waiver		Gibson	8	Buck House	8	Subtotal	16
Historic Waiver												
Gibson	8											
Buck House	8											
Subtotal	16											
<p>* All on-street parking is pre-existing. Parallel spaces are calculated at 22', in accordance with FDOT Design Manual 210, "Arterials and Collectors," 210.2.3, On-street parking for highway facilities with posted speeds of 35mph or less.</p>												

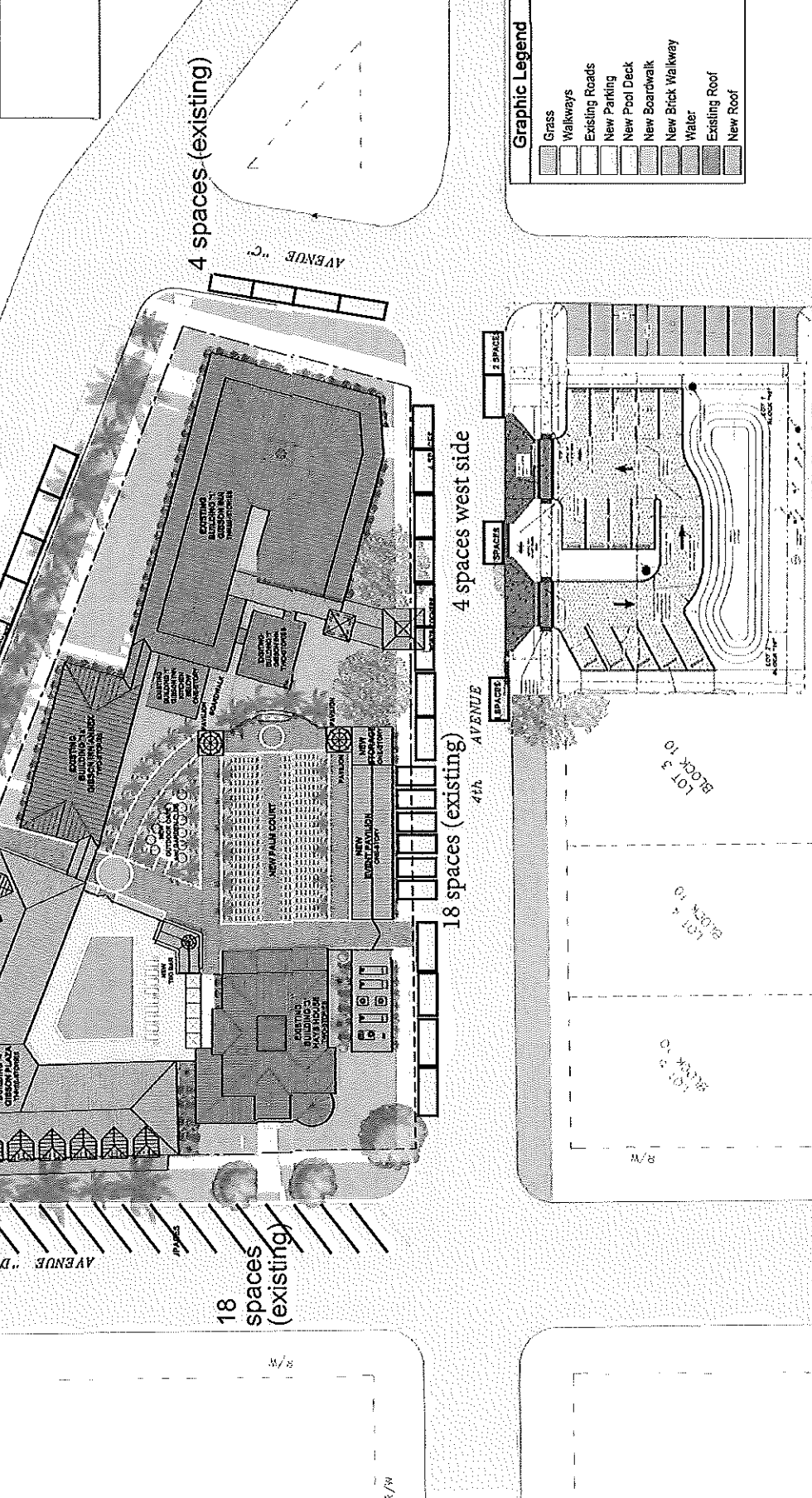


DATE: 08/15/2019	PROJECT: 1919
SCALE: AS SHOWN	DESIGNER: DEMO
PROJECT NO: 1919	CLIENT: GIBSON INN
PROJECT NAME: 51 AVENUE C	PROJECT TYPE: HOTEL
PROJECT ADDRESS: 51 AVENUE C	PROJECT CITY: APALACHICOLA, FL
PROJECT STATE: FLORIDA	PROJECT ZIP: 32320
PROJECT COUNTY: FRANKLIN	PROJECT PHASE: PRELIMINARY DESIGN
PROJECT SHEET: 1919-01	PROJECT STATUS: ILLUSTRATIVE MASTER PLAN
PROJECT SHEET: 1919-01	PROJECT SHEET: 1919-01

GIBSON INN GUESTROOMS MASTER PLAN

BUILDING #	BUILDING NAME	QUEEN	DBL QUEEN	QUEEN/DAUGHTER	KING	KING/DAUGHTER	TWIN	ADA RM	TOTAL GUESTROOMS		
BUILDING #1	GIBSON INN	14	0	1	9	1	2	0	4	0	31
BUILDING #14	GIBSON INN ANNEX	0	1	0	0	0	4	0	0	1	6
BUILDING #24	HAYS HOUSE	0	0	0	5	0	3	0	0	0	8
BUILDING #4	GIBSON PLAZA	0	8	0	10	0	0	0	0	0	24
									TOTAL GUESTROOMS	69	

TOTAL ON STREET PARKING SPACES	55
TOTAL GIBSON PARK PARKING SPACES	14
TOTAL AVE. C PARKING SPACES	10
TOTAL PARKING SPACES	79



Graphic Legend

[Symbol]	Grass
[Symbol]	Walkways
[Symbol]	Existing Roads
[Symbol]	New Parking
[Symbol]	New Pool Deck
[Symbol]	New Boardwalk
[Symbol]	New Brick Walkway
[Symbol]	Water
[Symbol]	Existing Roof
[Symbol]	New Roof

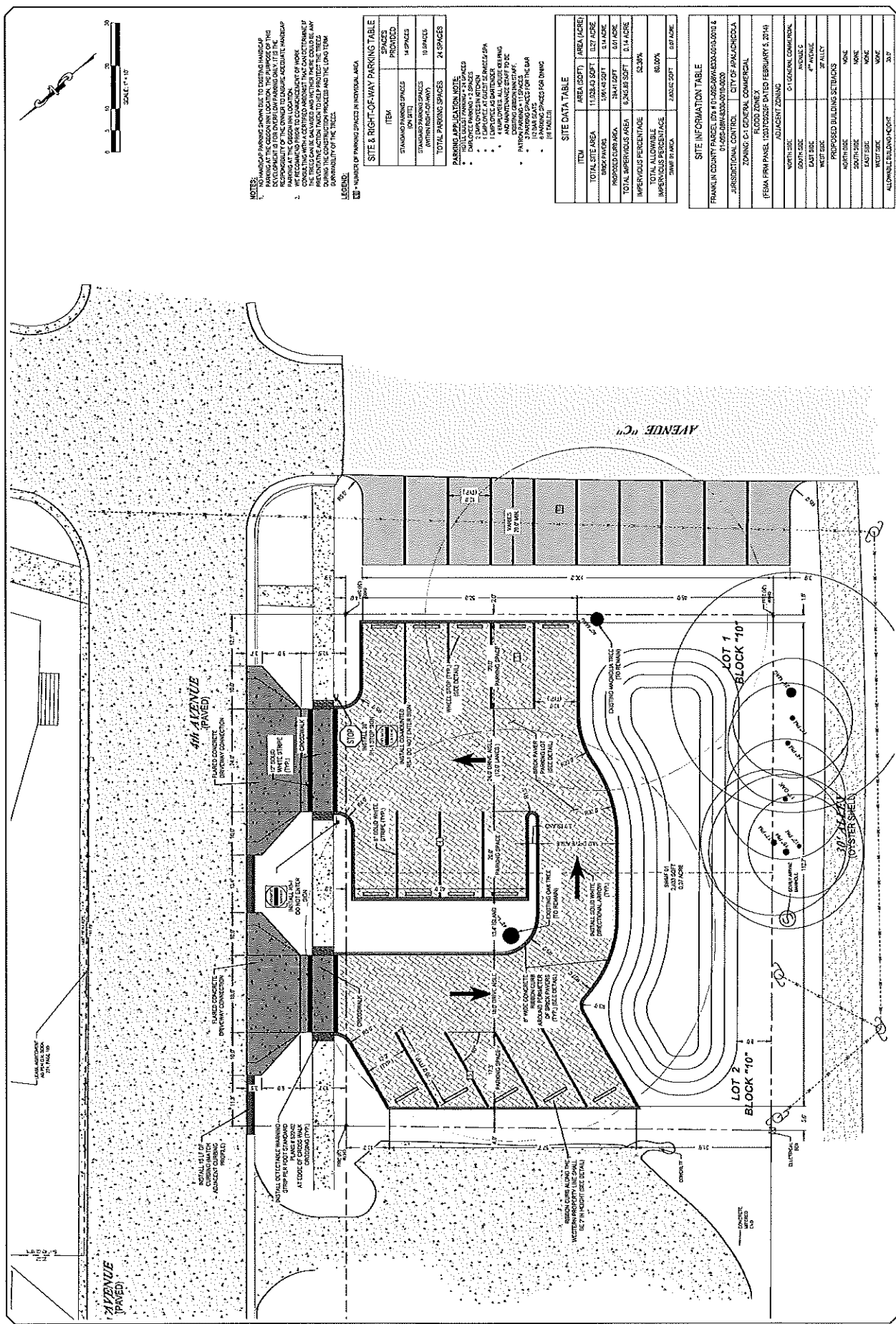
SITE PLAN

PROJECT NUMBER: 23-180-01
FOR: DISBON INN LLC
P.O. BOX 231
APALACHICOLA, FL 32329

DESIGNED BY: DAMN BENT
CHECKED BY: T. MARSH
DATE: 1/18/23

REVISIONS:

NO.	DATE	BY	REVISION



NOTES:

- EXISTING PARKING SPACES TO BE DEMOLISHED AND REPLACED WITH NEW PARKING SPACES AT THE DISBON INN LOCATION. THE PURPOSE OF THIS REVISION IS TO PROVIDE THE DISBON INN WITH ADEQUATE HANDICAPPED PARKING AT THE DISBON INN LOCATION. THE DISBON INN IS RESPONSIBLE FOR THE CONSTRUCTION OF THE DISBON INN HANDICAPPED PARKING AT THE DISBON INN LOCATION. THE DISBON INN IS RESPONSIBLE FOR THE CONSTRUCTION OF THE DISBON INN HANDICAPPED PARKING AT THE DISBON INN LOCATION.
- CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE 2018 FDOT SPECIFICATIONS AND THE 2018 FDOT STANDARD SPECIFICATIONS. THE DISBON INN IS RESPONSIBLE FOR THE CONSTRUCTION OF THE DISBON INN HANDICAPPED PARKING AT THE DISBON INN LOCATION. THE DISBON INN IS RESPONSIBLE FOR THE CONSTRUCTION OF THE DISBON INN HANDICAPPED PARKING AT THE DISBON INN LOCATION.

LEGEND:

SPACES PROVIDED IN PARALLEL AREA

SITE & RIGHT-OF-WAY PARKING TABLE

ITEM	SPACES PROVIDED
STANDARD PARKING SPACES	14 SPACES
STANDARD PARKING SPACES (WITHIN RIGHT-OF-WAY)	24 SPACES
TOTAL PARKING SPACES	24 SPACES

PARKING APPLICATION NOTE:

ALL VEHICLES MUST BE PARKED WITHIN THE PARKING SPACES PROVIDED. THE DISBON INN IS RESPONSIBLE FOR THE CONSTRUCTION OF THE DISBON INN HANDICAPPED PARKING AT THE DISBON INN LOCATION. THE DISBON INN IS RESPONSIBLE FOR THE CONSTRUCTION OF THE DISBON INN HANDICAPPED PARKING AT THE DISBON INN LOCATION.

SITE DATA TABLE

ITEM	AREA (SQFT)	AREA (ACRE)
TOTAL SITE AREA	11,294.33 SQFT	0.27 ACRE
POND AREA	1,134.48 SQFT	0.04 ACRE
PROPOSED CURB AREA	344.11 SQFT	0.01 ACRE
TOTAL IMPERVIOUS AREA	6,245.48 SQFT	0.14 ACRE
IMPERVIOUS PERCENTAGE		62.30%
TOTAL LOT AREA		
IMPERVIOUS PERCENTAGE		88.00%
SHADY PARKING	4,127.58 SQFT	0.09 ACRE

SITE INFORMATION TABLE

FRANKLIN COUNTY PARCEL ID# 12-180-0000-0010010 & 01-000-0000-0010010
JURISDICTIONAL CONTROL CITY OF APALACHICOLA
ZONING DISTRICT COMMERCIAL
PLANNING DISTRICT
FIRM FROM PARCEL 10/21/2018 (REVISED FEBRUARY 5, 2014)
ADJACENT ZONING
NORTH SIDE 40' WIDE
EAST SIDE 40' WIDE
WEST SIDE 20' WIDE
PROPOSED BUILDING SETBACKS
NORTH SIDE NONE
SOUTH SIDE NONE
EAST SIDE NONE
WEST SIDE NONE
ALLOWABLE BUILDING HEIGHT 30.0

Wednesday, August 21

Lunch

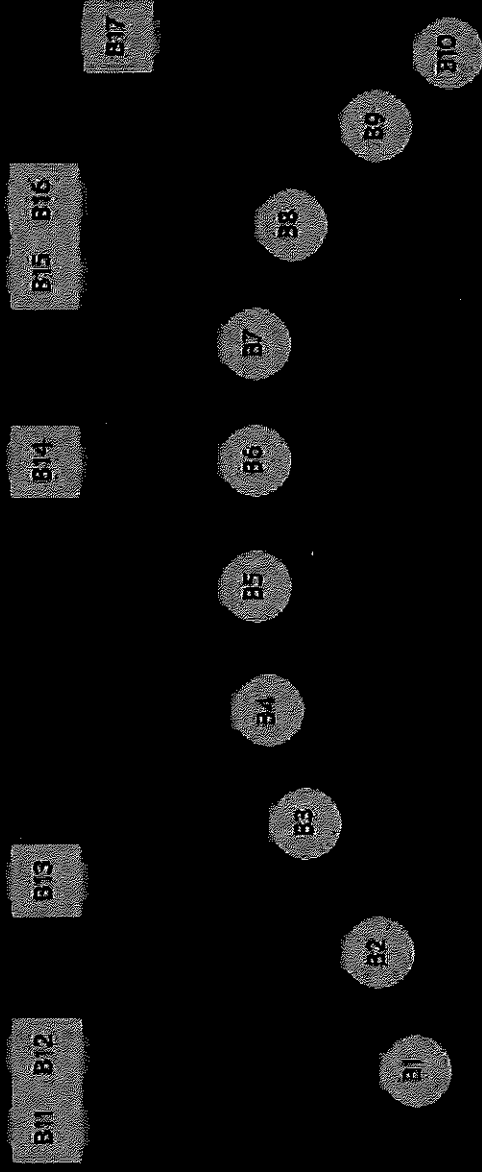
Your guest list is empty



25-6	19	12	11	10
24	23	22	20-1	
33	32	31	30	

Wednesday, August 21

Lunch

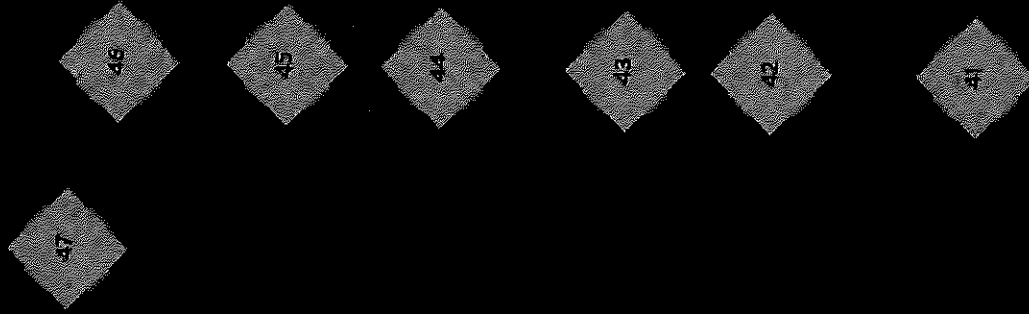


Your guest list is empty

Wednesday, August 21

Lunch

Your guest list is empty



Reservation waitlist

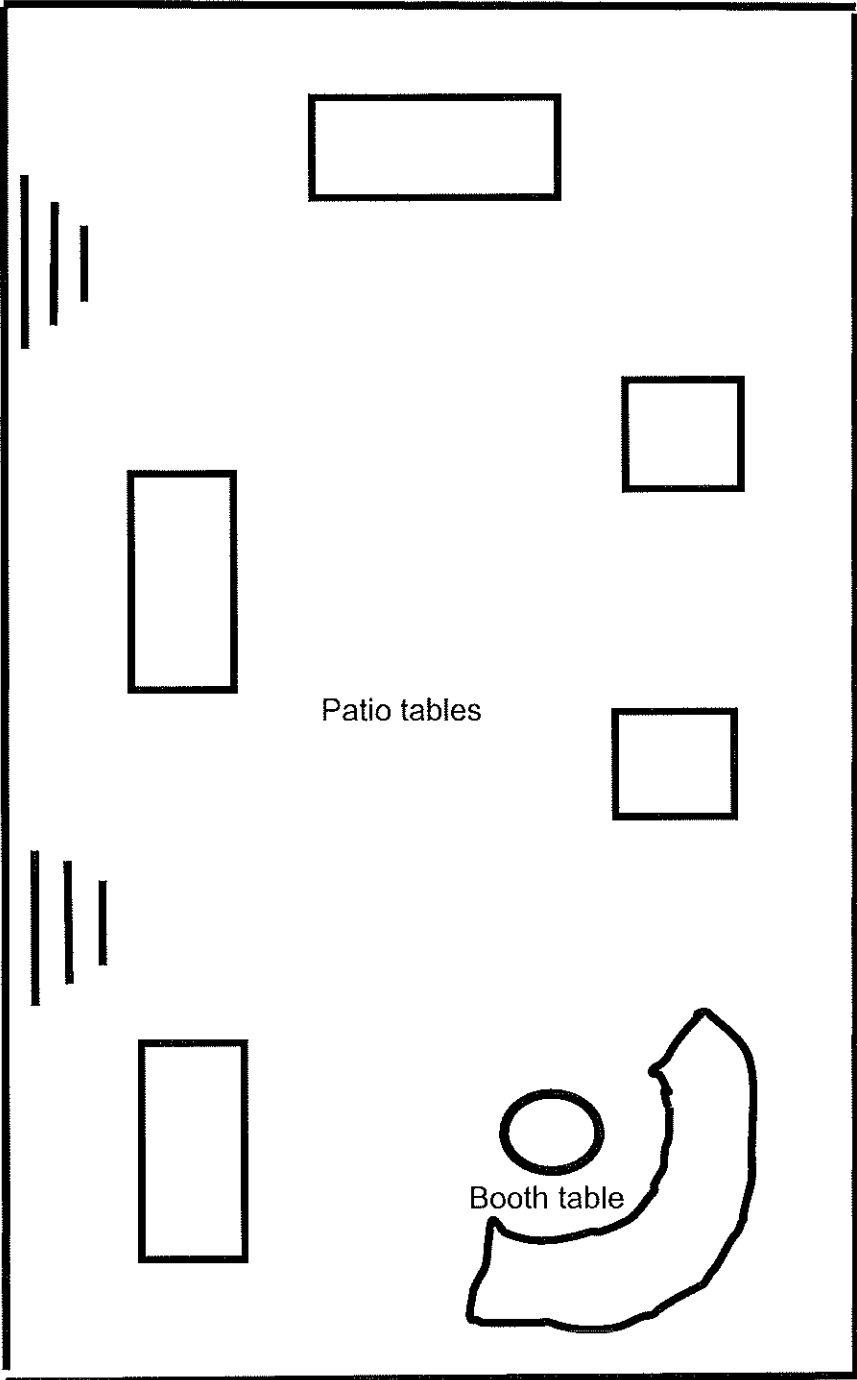
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Porch

Cutler Edwards

+

Porch

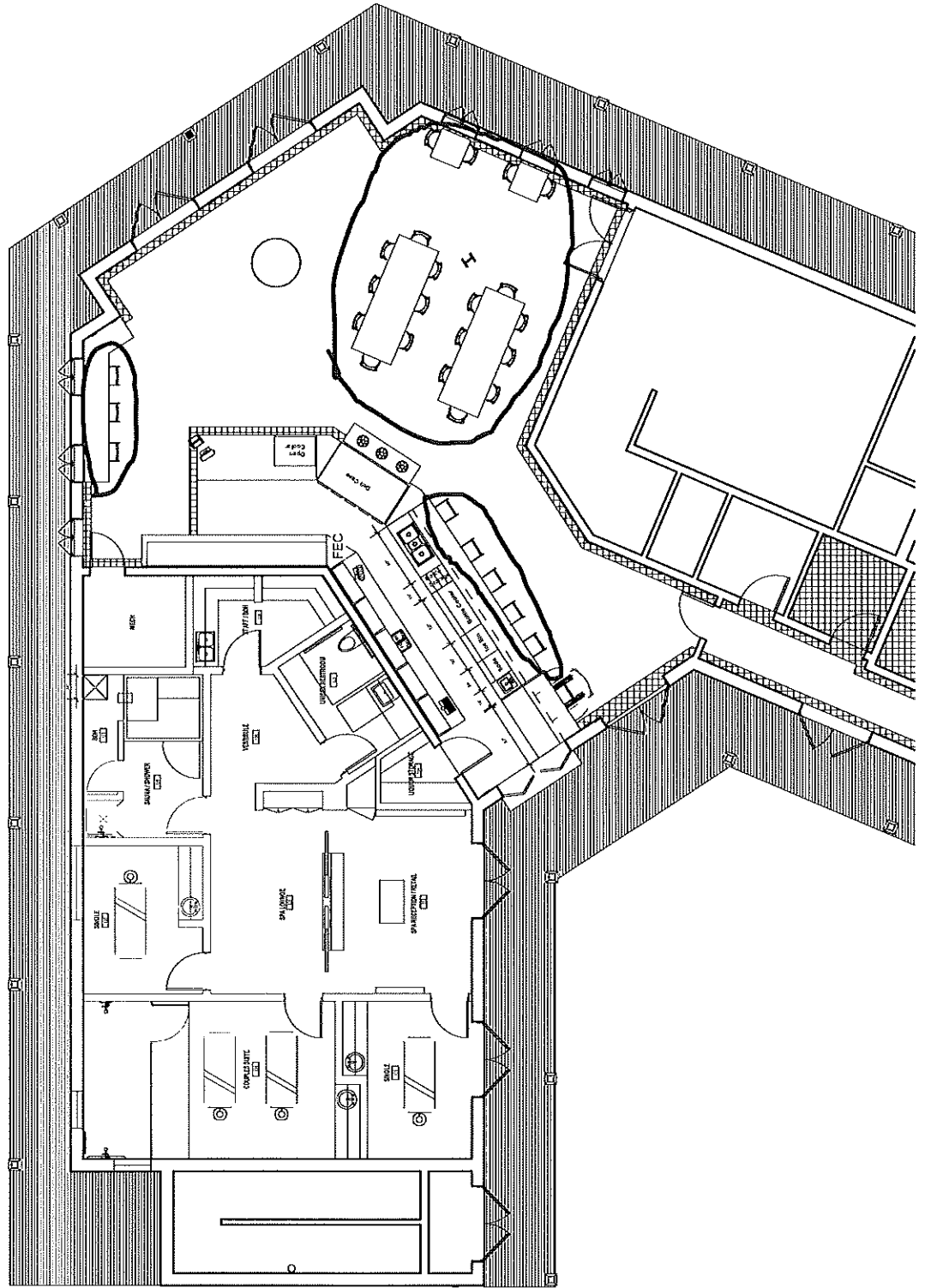


Patio tables

Booth table

sidewalk





SiteID	Type	Site Name	Address	Additional Info	SHPO Eval	NR Status
FR00270	SS	180 MARKET ST	180 MARKET ST, APALACHICOLA	Colonial Revival		NR Contrib - FR00350
FR00271	SS	MESSINA, JOSEPH HOUSE	170 5TH ST, APALACHICOLA	1891 Frame Vernacular		NR Contrib - FR00350
FR00272	SS	MESSINA, FRANK AND ANTHONY HOUSE	50 AVE F, APALACHICOLA	1885 Neo-Classical Revival		NR Contrib - FR00350
FR00273	SS	FRANKLIN COUNTY COURTHOUSE	33 Market ST, Apalachicola	1940 Neo-Classical Revival		
FR00274	SS	U S POST OFFICE AND CUSTOMS HOUSE	32 Avenue D, Apalachicola	1920- Masonry Vernacular		
FR00275	SS	162 COMMERCE ST	162 COMMERCE ST, APALACHICOLA	c1890 Frame Vernacular		
FR00276	SS	MARSHALL, JOHN HOUSE	24 16TH ST, APALACHICOLA	-RESOURCE DESTROYED- c1893 Queen Anne (Revival)		NR Contrib - FR00350
FR00277	SS	MARSHALL, GEORGE HOUSE	54 15TH ST, APALACHICOLA	1887 Frame Vernacular		NR Contrib - FR00350
FR00278	SS	217 7TH ST	217 7TH, APALACHICOLA	-RESOURCE DESTROYED- c1910 Frame Vernacular		NR Contrib - FR00350
FR00279	SS	197 8TH ST	197 8TH ST, APALACHICOLA	c1890 Italianate		NR Contrib - FR00350
FR00280	SS	183 AVE E	183 AVE E AVE, Apalachicola, FL	1900 Frame Vernacular	Eligible	NR Contrib - FR00350
FR00281	SS	SAWYER, FRED HOUSE	219 AVE E, APALACHICOLA	-RESOURCE DESTROYED- 1900 Bungalow		NR Contrib - FR00350
FR00282	SS	POWER GENERATING PLANT	WATER ST, APALACHICOLA	1922 Commercial		
FR00283	SS	JOHN MARSHALL NOVELTY WORKS	131 COMMERCE ST, APALACHICOLA	c1890 Frame Vernacular		
FR00284	SS	GIBSON INN	51 AVENUE C, APALACHICOLA	1903 Frame Vernacular		
FR00285	SS	NORTH MARINE WAYS	WATER ST, APALACHICOLA	1913 Frame Vernacular		
FR00286	SS	KIMBALL MARINE WAYS	WATER ST, APALACHICOLA	1887		
FR00287	SS	107 AVE B	107 Ave B, Apalachicola	1910 Frame Vernacular		NR Contrib - FR00350
FR00288	SS	OYSTER PACKING HOUSE	81 Water ST, Apalachicola	1900- Industrial Vernacular		
FR00289	SS	DALY, JAMES HOUSE	36 9TH ST, APALACHICOLA	c1900 Colonial Revival		NR Contrib - FR00350
FR00290	SS	BROWN HOUSE	46 AVE F, APALACHICOLA	1860 Colonial Revival		NR Contrib - FR00350
FR00291	SS	COOK BLDG	71-73 MARKET ST, APALACHICOLA	1909 Masonry Vernacular		NR Contrib - FR00350
FR00292	SS	BUZZETTS DRUG STORE	MARKET ST, APALACHICOLA	1909 Commercial		
FR00293	SS	ACE HARDWARE	81 MARKET ST, APALACHICOLA	1909 Masonry Vernacular		
FR00293A	SS	MARGUERITE'S BEAUTY SHOP	77 MARKET ST, APALACHICOLA	1909 Masonry Vernacular		NR Contrib - FR00350
FR00293B	SS	BARBER SHOP	79 MARKET ST, APALACHICOLA	1909 Masonry Vernacular		
FR00294	SS	HOFFMAN'S STORE	83-85 MARKET ST, APALACHICOLA	1900 Frame Vernacular		NR Contrib - FR00350
FR00295	SS	87 MARKET ST	87 MARKET ST, APALACHICOLA	1900 Frame Vernacular		
FR00296	SS	ZINGARELLI BUILDING	32 AVENUE E, APALACHICOLA	c1900 Frame Vernacular		NR Contrib - FR00350
FR00297	SS	FRADOZIA BUILDING	84-88 MARKET ST, APALACHICOLA	1901 Frame Vernacular		NR Contrib - FR00350
FR00298	SS	PICKETT BUILDING	76 MARKET ST, APALACHICOLA	1900 Masonry Vernacular		NR Contrib - FR00350
FR00299	SS	PAT LOVETT GROCERY	94 MARKET ST, APALACHICOLA	1900 Commercial		NR Contrib - FR00350
FR00300	SS	THE GRILL	98-100 MARKET ST, APALACHICOLA	1900 Commercial		NR Contrib - FR00350
FR00301	SS	FLATAUER'S STORE	27 AVENUE E, APALACHICOLA	1909 Commercial		
FR00302	SS	DIXIE THEATRE BUILDING	AVE E, APALACHICOLA	1913 Commercial		
FR00303	SS	155 COMMERCE ST	155 COMMERCE ST, APALACHICOLA	1922 Frame Vernacular		NR Contrib - FR00350
FR00304	SS	160 COMMERCE ST	160 COMMERCE ST, APALACHICOLA	c1897 Frame Vernacular		NR Contrib - FR00350
FR00305	SS	154 COMMERCE ST	154 COMMERCE ST, APALACHICOLA	1909 Commercial		
FR00306	SS	156 COMMERCE ST	156 COMMERCE ST, APALACHICOLA	1909 Commercial		
FR00307	SS	159 COMMERCE ST	159 COMMERCE ST, APALACHICOLA	1913 Frame Vernacular		NR Contrib - FR00350
FR00308	SS	PEOPLE'S ICE COMPANY	280 WATER ST, APALACHICOLA	1909 Frame Vernacular		NR Contrib - FR00350
FR00309	SS	BAKERY	132 COMMERCE ST, APALACHICOLA	-RESOURCE DESTROYED- 1913 Frame Vernacular		NR Contrib - FR00350
FR00310	SS	BOAT WORKS	AVE G AND MARKET ST, APALACHICOLA	c1930 Frame Vernacular		
FR00312	SS	RUGE BROTHERS CANNING PLANT		-RESOURCE DESTROYED- 1885 Unspecified		
FR00314	SS	COHEN, W.C. HOUSE	242 6TH ST, APALACHICOLA	1890 Frame Vernacular		NR Contrib - FR00350
FR00315	SS	113 7TH ST	113 7TH ST, APALACHICOLA	c1875 Neo-Classical Revival		
FR00316	SS	195 9TH ST	195 9TH ST, APALACHICOLA	c1880 Queen Anne (Revival)		NR Contrib - FR00350



SiteID	Type	Site Name	Address	Additional Info	SHPO Eval	NR Status
FR00120	SS	THOMAS GORDON HOUSE	71 9TH ST, APALACHICOLA	-RESOURCE DESTROYED- 1884 Neo-Classical Revival		NR Contrib - FR00350
FR00121	SS	231 8TH ST	231 8TH ST, APALACHICOLA	Neo-Classical Revival		NR Contrib - FR00350
FR00122	SS	KNIGHT, JOHN H, HOUSE	172 SW 9th ST, Apalachicola	c1930 Neo-Classical Revival		NR Contrib - FR00350
FR00123	SS	138 8TH ST	138 8TH ST, APALACHICOLA	-RESOURCE DESTROYED- Neo-Classical Revival		NR Contrib - FR00350
FR00124	SS	ANDREW PATTERSON HOUSE	160 9TH ST, APALACHICOLA	1882 Frame Vernacular		NR Contrib - FR00350
FR00125	SS	G G HENSLEY HOUSE	110 15TH ST, APALACHICOLA	1897 Neo-Classical Revival		NR Contrib - FR00350
FR00126	SS	ZELLA WILBUR HOUSE	131 AVE F, APALACHICOLA	1884 Neo-Classical Revival		NR Contrib - FR00350
FR00127	SS	HENRY SIMMONS	118 9TH ST, APALACHICOLA	1882 Neo-Classical Revival		NR Contrib - FR00350
FR00128	SS	A R ROBINSON HOUSE	195 AVE D, APALACHICOLA	1890 Frame Vernacular		NR Contrib - FR00350
FR00129	SS	ADOLPH MINKE HOUSE	183 AVE B, APALACHICOLA	c1891 Neo-Classical Revival		NR Contrib - FR00350
FR00130	SS	JACOB LIND HOUSE	158 4TH ST, APALACHICOLA	1867 Frame Vernacular		NR Contrib - FR00350
FR00131	SS	JAMES HOUSE	41 COMMERCE ST, APALACHICOLA	c1890 Frame Vernacular		NR Contrib - FR00350
FR00132	SS	HOFFMAN, VALENTINE HOUSE	111TH ST, APALACHICOLA	1885 Neo-Classical Revival		NR Contrib - FR00350
FR00133	SS	HOFFMAN, VALENTINE HOUSE	49 16TH ST, APALACHICOLA	1885 Neo-Classical Revival		NR Contrib - FR00350
FR00134	SS	WILLIS FIELDS HOUSE	120 8TH ST, APALACHICOLA	1884 Neo-Classical Revival		NR Contrib - FR00350
FR00135	SS	W F FARLEY HOUSE	196 AVE D, APALACHICOLA	1891 Frame Vernacular		NR Contrib - FR00350
FR00136	SS	W C PICKETT HOUSE	26 7TH ST, APALACHICOLA	1887 Colonial Revival		NR Contrib - FR00350
FR00137	SS	MINNIE CLARK HOUSE	174 4TH ST, APALACHICOLA	1887 Colonial Revival		NR Contrib - FR00350
FR00138	SS	MATHEW BROWN HOUSE	162 8TH ST, APALACHICOLA	1887 Neo-Classical Revival		NR Contrib - FR00350
FR00139	SS	GEORGE ASHER HOUSE	179 S 7th St W, Apalachicola	c1935		NR Contrib - FR00350
FR00140	SS	MILLANDER-HOUSTON HOUSE	217 8TH, APALACHICOLA	-RESOURCE DESTROYED- 1887 Italianate		NR Contrib - FR00350
FR00141	SS	J C MANUEL HOUSE	49 AVE G, APALACHICOLA	1884 Neo-Classical Revival		NR Contrib - FR00350
FR00142	SS	M BRASH SHOTGUN HOUSE	114 10th ST, Apalachicola	1909 Other		NR Contrib - FR00350
FR00143	SS	M BRASH SHOTGUN HOUSE	116 10TH ST, APALACHICOLA	1908 Frame Vernacular		NR Contrib - FR00350
FR00144	SS	FRANK TAYLOR HOUSE	237 7TH ST, APALACHICOLA	1905 Italianate		NR Contrib - FR00350
FR00145	SS	SHOTGUN HOUSE	108 AVE I, APALACHICOLA	c1890 Frame Vernacular		NR Contrib - FR00350
FR00146	SS	ELIZABETH E RUSSELL HOUSE	89 11TH ST, APALACHICOLA	c1887 Frame Vernacular		NR Contrib - FR00350
FR00147	SS	148 6TH ST	148 S 6th St W, Apalachicola	c1910		NR Contrib - FR00350
FR00148	SS	GEORGE THOMPSON HOUSE	196 6TH ST, APALACHICOLA	1877 Neo-Classical Revival		NR Contrib - FR00350
FR00149	SS	MRS JAMES ALLEN HOUSE	185 AVE F, APALACHICOLA	1890 Neo-Classical Revival		NR Contrib - FR00350
FR00150	SS	ANTHONY LEE HOUSE	162 12TH ST, APALACHICOLA	1892 Neo-Classical Revival		NR Contrib - FR00350
FR00151	SS	C T WALTHEN HOUSE	173 AVE E, APALACHICOLA	1891 Neo-Classical Revival		NR Contrib - FR00350
FR00152	SS	A B MARCHANT	187 AVE C, APALACHICOLA	1888 Frame Vernacular		NR Contrib - FR00350
FR00153	SS	HENRY HUTCHINSON HOUSE	133 AVE I, APALACHICOLA	1891 Frame Vernacular		NR Contrib - FR00350
FR00154	SS	F M BRYAN HOUSE	138 7TH ST, APALACHICOLA	c1875 Neo-Classical Revival		NR Contrib - FR00350
FR00155	SS	C H POHLMAN	147 S 5th St W, Apalachicola	c1922		NR Contrib - FR00350
FR00156	SS	H W PICKETT HOUSE	100 AVE C, APALACHICOLA	c1866 Colonial Revival		NR Contrib - FR00350
FR00157	SS	JOHN SCHOELLES HOUSE	39 15TH ST, APALACHICOLA	1892 Neo-Classical Revival		NR Contrib - FR00350
FR00158	SS	JAMES GIBSON HOUSE	135 AVE D, APALACHICOLA	1884 Queen Anne (Revival)		NR Contrib - FR00350
FR00159	SS	BEN BRYANT HOUSE	101 6TH ST, APALACHICOLA	1909 Queen Anne (Revival)		NR Contrib - FR00350
FR00160	SS	COOMBS JAMES N HOUSE	82 6TH ST, APALACHICOLA	1905 Colonial Revival		NR Contrib - FR00350
FR00161	SS	W F FARLEY HOUSE	27 15TH ST, APALACHICOLA	1886 Queen Anne (Revival)		NR Contrib - FR00350
FR00162	SS	EDWARD FOWLER HOUSE	90 AVE D, APALACHICOLA	1902 Frame Vernacular		NR Contrib - FR00350
FR00163	SS	J E GRADY AND COMPANY	200-204 WATER ST, APALACHICOLA	1900 Renaissance Revival		NR Contrib - FR00350
FR00164	SS	FRANK R HARFORD HOUSE	124 AVE C, APALACHICOLA	1889 Queen Anne (Revival)		NR Contrib - FR00350
FR00165	SS	PEIRARA-GRADY HOUSE	127 BAY AVE, APALACHICOLA	1886 Queen Anne (Revival)		NR Contrib - FR00350
FR00166	SS	E R HAYS HOUSE	48 AVE D, APALACHICOLA	1909 Colonial Revival		NR Contrib - FR00350
FR00167	SS	FREDRICK HOFFMAN HOUSE	108 AVENUE D, APALACHICOLA			NR Contrib - FR00350
FR00168	SS	J H HOSE HOUSE	40 16th ST, Apalachicola	c1893 Frame Vernacular		NR Contrib - FR00350



A Public Hearing and Reg Meeting of the Apalachicola City Commission was held on 9/3/2024

A Public Hearing and Regular Meeting of the Apalachicola City Commission was held on Tuesday, September 3, 2024, at 6:00 PM at the Former Apalachicola Municipal Library, 74 6th Street, Apalachicola, Florida.

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

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

AGENDA ADOPTION

Change to amended agenda removing New Business, item #4, the Gibson's Parking Plan.

Motion to adopt the amended agenda with the removal of New Business Item #4 made by Commissioner Grove, seconded by Commissioner Elliott. None opposed. Motion carried, 5-0.

Presentation: Citizen Recognition

Mayor Ash presented by Mr. Krontz with resolution.

Mayor Ash presented Commissioner Grove with Resolution.

Mayor Ash presented Chip sander with plaque.

Chip Sanders thanked the City for award.

Presentation FI 27 Recycle Presentation

Richard Bracken presented the Commission with a handout for recycling services that he would like to start in the area.

Discussion held.

Commissioner Grove and Commissioner George inquired about the market and experience, and marketing recycling services. Mr. Bracken stated that there is a market for the recyclables and shared some of his marketing efforts within the City, online, as well as within the County.

Commissioner Elliott inquired about Mr. Bracken's timeline and implementation as well as funding opportunities.

Mr. Bracken stated that they are starting with crowd funding to raise capital and hopes to be up and running by Nov.

Commissioner Duncan, no comment.

PUBLIC HEARING- 2nd Reading Flood Plain Ordinance 2024-05

Attorney Hartman read the Floodplain Management Ordinance 2024-05 on to the record by title.

PUBLIC COMMENT

Here and none. Public Hearing closed.

PUBLIC HEARING- 2nd No-Wake Zone Ordinance 2024-04

Attorney Hartman read the No-Wake Zone Ordinance 2024-04 on to the record by title.

PUBLIC COMMENT

Here and none. Public Hearing closed.

PUBLIC COMMENTS

Leslie Coon commented on repairs and grants for Leslie Street. Ms. Coon also inquired about business access.

Ann Eason, commented on building access during construction.

Mr. Coon commented on the repair and scope of work for the Leslie St. project.

Mrs. Bradksy commented and asked the Commission if we could ban the use of Styrofoam in efforts to save the turtle and marine life.

Michel Ritceter commented and presented the Commission with a proposal and wanted to follow up with the Commission regarding the proposal he presented at the Budget meeting on Aug 27th.

LaRaela Coxwell commented on the mural/ sign proposal that is to be funded by the Frankli County Beautiful. Ms. Coxwell asked for the Commission's support and approval.

Mr. Greg Perkins commented but the lighting on Hwy 98. And traffic throughway to inform the public that traffic does not stop. Mr. Perkins suggested changing the yellow blinking to a green blinking light, so traveler know to keep going.

Mr. Torben Madsen thanked the Commission for meeting changing the meeting time back to 6 o'clock and provided an update on the Mardi Gras Parade. Mr. Madsen also commented about having access to water in City Parks.

NEW BUSINESS: Amendment to Interlocal Agreement

County Commissioner Ricky Jones presented the Commission with the Amended Interlocal Agreement.

Discussion held.

Mayor Ash read the proposed amendments on the record.

Attorney Hartman recommended that the Board take action on the proposed amended agreement.

A motion was made by Commissioner George to adopt the 1st Amendment to the Interlocal Agreement dated October 9, 2007, between the County and the City of Apalachicola and authorizing the Mayor to execute the agreement. Motion was seconded by Commissioner Grove. No Discussion. None opposed. Motion carried 5-0.

NEW BUSINESS: BOA MEMBER ALTERNATE

A motion was made by Commissioner Grove appoint current Board of Adjustments Alternate Member Chris Presnell to Full Member and advertise for the Board of Adjustment Alternate Member position. Motion was seconded by Commissioner George. None opposed. Motion carried, 5-0.

NEW BUSINESS: Southern Group Contract

A motion was made by Commissioner Grove to approve the Fee Agreement Contract between the Southern Group and City of Apalachicola and authorize Manager Wade to execute contract. Motion seconded by Commissioner Elliott. None opposed. Motion carried, 5-0.

UNFINISHED BUSINESS: Sylvester Williams Park Lease Agreement approval

Attorney Hartman noted a change to the lease agreement in regard to its term stating that the lease agreement would be for 40 years, instead of a 50-year lease agreement. Attorney Hartman further stated that the lease agreement would end December 31, 2065. Attorney Hartman states that based on the agreement, the County would have sole control of the Park and assume responsibility of the management, funding, maintenance, expansion and/or improvements and the role of the City would be that of a landlord.

A Motion was made by Commissioner Grove to approve the 40-year lease agreement between the City of Apalachicola and Franklin County for the Sylvester Williams Park. Motion was seconded by Commissioner George. No discussion. None opposed. Motion carried, 5-0.

UNFINISHED BUSINESS: Ordinance 2024-05 Floodplain Management

Attorney Hartman presented the second reading of Ordinance 2024-05 by title.

A motion was made by Commissioner George to approve 2nd reading and adopt Ordinance 2024-05. Motion was seconded by Commissioner Grove. No Discussion. None opposed. Motion carried, 5-0.

UNFINISHED BUSINESS: Ordinance 2024-04 No Wake Zone

Attorney Hartman presented the second reading of Ordinance 2024-04 by title.

A motion was made by Commissioner Grove to approve 2nd reading and adopt Ordinance 2024-04. Motion was seconded by Commissioner George. No Discussion. None opposed. Motion carried, 5-0.

UNFINISHED BUSINESS: 196 8th Street Encroachment Agreement

Attorney Hartman presented the commission with the encroachment draft. And informed the Commission that the applicant(s) are no longer seeking an encroachment agreement for the sign pole or the rain barrel.

Motion to adopt the draft Encroachment agreement made by Commissioner George seconded by Commissioner Elliott 2nd motion none opposed – Motion carried, 5-0.

UNFINISHED BUSINESS: Davis's Property Advertisement Approval

Attorney Hartman presented a sample notice for advertisement and recommended that the Commission to set a min bid price to be included in the advertisement.

Motion to approve the sample bid and proceed with sale of property located at 122 Ave L made by Commissioner George, changing the date on the notice to accept bids until Oct 5th to allow for bid and the bid document be advertised in the Apalachicola Times, City's website, and City's Facebook page. Discussion, Commissioner Elliott, inquired with Attorney Hartmann about the revolving loan balance and the amount taxes paid into the City for delinquent taxes. None opposed. Motion carried, 5-0.

UNFINISHED BUSINESS: GASKIN SETTLEMENT AGREEMENT

Attorney Hartman presented the Commission with the Settlement agreement. Motion to accept the settlement agreement made by Commissioner George 2nd by Commissioner Grove. No discussion. None opposed motion carried 5-0.

Mayor and Commissioner Comments

Mayor Ash asked Attorney Hartman to look into banning Styrofoam.

Commissioner George like for the Commission to hold a special meeting to consider the insurance proposal in a meeting that will follow the Commission's Budget Hearing Meeting. No Commissioners opposed.

Mayor Ash asked the board their pleasure about the mural/signage funded by Keeping Franklin County Beautiful.

Discussion held.

Mayor Ash inquired with CM Wade Water Source at Riverfront park.

Commissioner Grove inquired about alternative locations for the City Hall including, relocation, renovation, building and funding opportunities. Commissioner Grove would like this to be place on an upcoming Agenda. Commissioner Grove also inquired about fines and restrictions due to fine(s) and expressed the importance of the City having legal recourse to collect on fines. Lastly, Commissioner Grove proposed instituting performance evaluations and regular meetings held with department heads. Commissioner Grove inquired about Hydrant replacements. CM Wade will follow up with the to see when they would resume installation.

Commissioner George concurred with Commissioner Grove regarding employee evaluations and regular department meetings.

Commissioner Duncan, no comment.

Commissioner Elliott agrees with Commissioner Grove in regard to employee evaluations and regular meetings with the department heads. Commissioner commented about Magnolia Cemetery and plan and proposal on how the City is seeking to address the maintenance issues. Commissioner Elliott also informed the Commission of a scheduled meeting with Staff from Division of Historical Resources to discuss having the cemetery listed as a historic site/cemetery on the State's master file of historic sites. Commissioner Elliott also spoke about possible funding opportunities that may be available once the designation is granted.

Commissioner Elliott also mentioned that the City is eligible for available grant funding for Snowhill Cemetery, up to 50K with no match, for protection, restoration and/or research. Commissioner Elliott further stated that if Magnolia designation is granted, that it would open additional funding opportunities during the upcoming grant cycle starting in April. Commissioner Elliott also suggested service(s) to restore revenue for the cemeteries. Lastly Commissioner Elliott suggested that the Commission draft an ordinance amendment(s) that would include landscaping standards and consider forming a Cemetery Committee.

City Manager Communications

CM Wade gave update on Leslie street project and various ongoing projects. CM Wade informed the Commission that we do not have the funds to remove the fountain at Riverfront Park and asked the Commission for direction. Mayor Ash suggests that he meet with the Parks and Rec Committee to review their plan for the fountain.

Finance Director Communications

No comments.

Attorney Communications

Attorney Hartman commented on the draft Encroachment language that was presented to the Commission and asked the Commission to provide feedback which would be incorporated and presented again in his report in October.

Discussion held.

Commissioner Grove inquired about some suggestions that was provided by the Apalachicola Historical Society and Commissioner Grove wanted an update on drafting a similar ordinance for the City.

CONSENT AGENDA

Motion by Elliott to approve the consent agenda(s). Motion seconded by Commissioner Grove. None opposed. Motion carried, 5-0.

ADJOURNMENT

Motion to adjourn made by Commissioner Elliott, seconded by Commissioner Grove. None opposed. Motion carried, 5-0.

Meeting adjourned.

BRENDA ASH, MAYOR

ATTEST:

SHENEIDRA CUMMINGS, CITY CLERK

A Workshop Meeting of the Apalachicola City Commission was held on Tuesday, November 5, 2024, at 5:00 PM at the Former Apalachicola Municipal Library, 74 6th Street, Apalachicola, Florida.

Present: Mayor Brenda Ash, Commissioner Anita Grove, Commissioner Adriane Elliott, Commissioner Despina George, City Manager Travis Wade, City Clerk Sheneidra Cummings, City Planner Bree Robinson

Absent: Commissioner Duncan

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

PRESENTATION

Brett Hammond, with the Hammond Design Group provided a brief recap of the previous workshop and presented the Commission with some design proposals. Brett Hammond mentioned that the building can be rebuilt for about six million. Hammond asked the Commissioners for direction on the proposed plan an

Discussion held.

PUBLIC COMMENT

Mr. John Fitzhugh comment Mr. Fitzhugh suggested involving the private sector.

Mr. Scott Housman commented.

Mr. George Watkins commented. Suggested putting an open viewing platform with no restrooms.

Lind Buchannan commented.

Donna Ingle commented suggested having a kayak access point and a simple pavilion.

City Planner Bree Robinson addressed the various questions and concerns presented during public comments.

Discussion held.

Brett Hammond spoke about the permitting of the structure and demolition of the structure in effort to protect the grandfather rights to the land.

Dave Snyder with HALFF Engineering Group discussed the plans and provided clarification on the various public comments and Riverfront Revitalization Project.

In an effort to provide direction for Dave Snyder and his team to complete their first sets of plan, the Commission decided to go with the size of the existing footprint, and to include docks with railings, and bathrooms.

Mayor Ash commented on the material(s) that will be used to secure the Popham building. Brett Hammond provided options for securing the site and informed the Commission that the site would be fenced in with a lockable edge extending to the water. Brett also suggested that some kiosk that can be used as an educational component could be installed on-site until the final demolition/ reconstruction project is completed.

Commissioner George commented and expressed not being in favor of having a structure replace the Popham building, including not having restrooms at that location. She suggested having bathrooms more accessible to Battery Park and recommends the City should focus on access to the water. Commissioner George favors, concept 5.6 if the Commission decides on a structure and agree with the salvaging of some of the existing material.

Commissioner Grove restated her support of salvaging the existing material and is not in support of having restrooms at that location. If a building is built, Commissioner Grove agrees with Commissioner George with the 5.6 concept design like Commissioner George.

Commissioner Duncan concurred with Commissioner and would like the design to be as simple as possible and do not think bathrooms are necessary for that location. Commissioner Duncan leans more toward design 5.6 like Commissioners George and Grove.

Commissioner Elliott agrees with concept design 5.6 as well. Commissioner Elliott would like to see more dock space and Chater Captain row and transient activity be considered in the design. Suggested having a full projection and cost analysis of the project to ensure that the City would be equipped to facilitate events, retain staff, and maintain the structure.

The consensus of the Commission is to look more into concept 5.6, the open-air concept without restrooms; and include space for educational material.

ADJOURNMENT

Motion to adjourn made by Commissioner Elliott seconded by Commissioner Grove. None opposed.
Motion carried, 5-0.

Workshop Meeting adjourned.

BRENDA ASH, MAYOR

ATTEST:

SHENEIDRA CUMMINGS, CITY CLERK

A Regular Meeting of the Apalachicola City Commission was held on Tuesday, November 5, 2024, at 6:00 PM at the Former Apalachicola Municipal Library, 74 6th Street, Apalachicola, Florida.

Present: Mayor Brenda Ash, Commissioner Anita Grove, Commissioner Adriane Elliott, Commissioner Despina George, Commissioner Duncan, City Manager Travis Wade, City Attorney Dan Hartman, Finance Direct Lee Mathes, City Clerk Sheneidra Cummings, City Planner Bree Robinson, and Police Chief Bobby Varnes

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

AGENDA ADOPTION

Mayor Ash requested to add item under Unfinished Business, item #3, Leslie St- FDOT Supplemental Grant Agreement Resolution 2024-09.

Motion to adopt the agenda with the addition was made by Commissioner Grove, seconded by Commissioner Elliott. None opposed. Motion carried 5-0.

PUBLIC COMMENT

Leslie Coon commented and presented a handout of recommendations for Leslie Street.

Kristy & Richard Bracken provided the Commission with a brief update on is recycling program.

Linda Buchannon commented on the language used in the municipal code to review the language with a sample provided from Savana GA (handout). Review the language and revise the code.

NEW BUSINESS #1: 22-23 FY Audit Approval

Chris Moran presented the 22-23 audit report.

Commissioner George commented on the auditor's comments. All Commissioner expressed appreciation to Mr. Moran and his team for working diligently to furnish the 22-23 Audit Report.

Motion to approve the 22-23 audit report made by Commissioner Elliott, seconded by Commissioner George. None opposed. Motion carried, 5-0.

NEW BUSINESS #2: ARPC Letter of Support and Resolution

Motion to approve the letter of support to the Grove seconded by Commissioner George. No discussion. None opposed. Motion carried, 5-0.

New BUSINESS #3: Small Business Proclamation

Motion to approve the proclamation made by Commissioner Grove and seconded by Commissioner Elliott. None opposed. Motion carried, 5-0.

UNFINISHED BUSINESS #1: ARPA

Motion to recognize the remaining ARPA Funds as revenue for the purposes of financial reporting in the current fiscal year was made by Commissioner George, seconded by Commissioner Grove. Discussion, Commissioner Elliott; Commissioner George commented and provided clarification to Commissioner Elliott. Motion carried, 5-0.

Mayor suggested that this ARPA discussion be included in the January 4 Retreat Meeting Agenda.

UNFINISHED BUSINESS #2: FWC No Wake Ordinance

Attorney Hartman read Ordinance 2024-07 by title and asked the Commission to place it on the agenda for 1st Reading December meeting. Motion to approve Ordinance 2024-07 for 1st Reading at the December meeting was made by Commissioner Grove; seconded by Commissioner George, with discussion. No further discussion. None opposed. Motion carried 5-0.

Manager Wade informed the Commission that the previous No Wake Ordinance, 2024-04, is being replaced in its entirety by the new No-Wake Ordinance 2024-07.

For the record, it was stated at the meeting the new No-Wake Ordinance should have been "2024-05"; however, ordinance number 2024-05 was already assigned to the Floodplain Management Ordinance at the October meeting and the correct number that would be assigned to the new No-Wake Ordinance will be recorded as 2024-07. The content of the new No-Wake Ordinance remains as presented and only warrants a correction in title. The official record in the Clerk's office reflects the correct Ordinance number, 2024-07.

UNFINISHED BUSINESS #3: Leslie St. FDOT Supplemental Grant Agreement and Resolution

Attorney Hartman read Resolution 2024-09 in its entirety. Motion to approve the Supplemental Grant Agreement and adopt Resolution 2024-09 made by Commissioner George; seconded by Commissioner Grove. Discussion, Commissioner Grove. None opposed. Motion carried, 5-0.

For the record, the Resolution presented at this meeting should have been stated and presented as Resolution "2024-08". The content of this resolution remains unchanged and only warrants a correction in title. The official record in the Clerk's office reflects the correct Resolution number, 2024-08.

Commissioner Duncan will get with Manager Wade and Leslie Coon to discuss her list of concerns.

MAYOR AND COMMISSIONER COMMENTS

Mayor Ash thanked participants and wished everyone a happy holiday season.

Commissioner Grove provided an updated on the County being awarded the TRIUMPH Grant for the communication towers. Commissioner Grove mentioned the proposed department meeting and have the minutes of the Department Minutes (summary). Commissioner Grove inquired about department report(s) and department oversight.

Commissioner Elliott suggested that the City lower the speed limit from 35 to 25 on Brownsville Rd. and Prado to be congruent with the County.

Commissioner George would like to meet with Travis and Leslie Coon to discuss her concerns.

Commissioner Duncan, no comments.

CITY MANAGER COMMUNICATIONS

Manager Wade provided the Commission with his updates and Finance Director Lee Mathes commented on her progress in the Finance Depart and upcoming tasks with FEMA.

ATTORNEY HARTMAN COMMUNICATIONS

Attorney presented an update on the draft Cemetery Ordinance as well as the draft Encroachment Agreement/Ordinance. Attorney Hartman informed the Commission that he will revise the Encroachment Agreement draft and present it back to the Commission at an upcoming meeting.

CONSENT AGENDA

Motion to approve the consent agenda made by Commissioner Elliott seconded by Commissioner George. None opposed. Motion carried, 5-0.

ADJOURNMENT

Motion to adjourn made by Commissioner Elliott, seconded by Commissioner Grove. None Opposed. Motion carried 5-0.

Meeting adjourned.

BRENDA ASH, MAYOR

ATTEST:

SHENEIDRA CUMMINGS, CITY CLERK

A Workshop Meeting of the Apalachicola City Commission was held on Tuesday, December 3, 2024, at 4:00 PM at the Former Apalachicola Municipal Library, 74 6th Street, Apalachicola, Florida.

Present: Mayor Brenda Ash, Commissioner Anita Grove, Commissioner Adriane Elliott, Commissioner Despina George, City Manager Travis Wade, City Clerk Sheneidra Cummings, City Planner Bree Robinson
Absent: Commissioner Duncan

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

AGENDA ADOPTION

Meeting was called to order by Mayor Ash followed by invocation and pledge of allegiance.

PUBLIC COMMENT

None.

PRESENTATION

Brett Hammond presented the Commission with the updated facade option for the African American History Museum.

Brett Hammond presented samples of the various facade options. Mr. Hammond would like for the Commission to decide on a brick options.

The Commission decided to go with the bluestone iron spot brick with the grey banding, Option 1.1, with the contingency of seeing the bluestone iron spot brick; and Option 1.3 being their second choice.

Discussion held.

Motion made by Commissioner Elliott to adjourn workshop meeting. Motion seconded by Commissioner Grove to adjourn meeting at 4:31pm.

Meeting adjourned.

BRENDA ASH, MAYOR

ATTEST:

SHENEIDRA CUMMINGS, CITY CLERK

A Regular Meeting of the Apalachicola City Commission was held on Tuesday, December 3, 2024, at 6:00 PM at the Former Apalachicola Municipal Library, 74 6th Street, Apalachicola, Florida.

Present: Mayor Brenda Ash, Commissioner Anita Grove, Commissioner Adriane Elliott, Commissioner Despina George, City Manager Travis Wade, City Clerk Sheneidra Cummings, City Planner Bree Robinson

Absent: Commissioner Duncan. Commissioner Duncan arrived at 6:50pm.

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

AGENDA ADOPTION

Motion to adopt the agenda with an amendment to include a Presentation from the Southern Group and to pull Agenda Item number 2, Grant Approval Policy. Motion made by Commissioner George to adopt the agenda with the changes. Motion seconded by Commissioner Grove. None opposed. Motion carried, 5-0.

PRESENTATION

Kate Deloach with The Southern Group provided the Commission with a few updates regarding the upcoming grant cycle and the upcoming administration change.

Oyster license under this session the Commission would have the opportunity to decide if they would like the State to issue and control the issuance of license or for it to remain with the City.

Discussion held.

Deloach suggested submitting an appropriation application to apply for the full 5mil in funding and will submit a draft to the Commission. Deloach also suggested that oyster licenses be issued locally and apply for admin funding from the Dept of Agriculture to administer the process and issuance.

PUBLIC COMMENT

Richard Bracken commented.

Barbara McInturff commented.

NEW BUSINESS: Prado St. Speed Limit Reduction

Commissioner Elliott made a motion to approve lowering the speed limit on Prado St. from 30mph to 25mph; and utilize the City's radar sign as a speed deterrent along with an increase in law enforcement presence. Motion was seconded by Commissioner Grove, with Discussion. Chief Varnes commented. No further discussion. None opposed. Motion carried, 5-0.

NEW BUSINESS: Floodplain Variance 1 & 2

Attorney Hartman and Samantha Kilborn, with Whitesands presented a request for a floodplain variance for both 119 Water Street and 125 Water Street.

Discussion held.

Attorney Hartman recommended tabling the motion, subject to additional information to be provided to the Floodplain Administrator.

Attorney Hartman suggested that he meet with Samantha Kilborn and discuss the variance proposals and specific remaining requirements and bring it back to the Commission after the variance has been approved by the Floodplain Administrator.

A motion to table New Business items 2 & 3 made by Commissioner George, seconded by Commissioner Grove. Commissioner Elliott, discussion. None opposed. Motion carried 4-0.

NEW BUSINESS

Motion to approve the award to Jason White Construction made by Commissioner Grove, seconded by Commissioner George. None opposed. Motion carried, 5-0.

UNFINISHED BUSINESS- 1st Reading

Attorney Hartman read Ordinance 2024-06 by title.

Motion to approve 1st reading with the addition of the repeal language made by Commissioner George. Motion seconded by Commissioner Elliott. None opposed. Motion carried, 5-0.

Mayor and Commissioner Comments

Mayor Ash commented on the Jan 4th Retreat and asked that all suggestions be submitted to City Clerk by the Friday, the 13th to be included in the Jan 4th meeting.

Commissioner Grove provided the Board with an update on the Mandatory Pilot Recovery Project. Commissioner Grove also inquired about hydrant replacement(s). Commissioner Grove commented on Oyster harvesting and provided an update on the monitoring and measuring of the Bay and shared some positive signs of recovery. Commissioner Grove invited the public to join the meeting and on-going discussion(s), and google Apalachicola Partnership for Apalachicolabay.com, to gain access to the most recent meeting info and updates.

Mayor Ash suggested that Commissioner Grove take the lead on issuing Oyster license(s) when it opens back up. No objection from the Board. Commissioner Grove accepted the Board's recommendation.

Commissioner George commented on water accessibility at Riverfront Park in preparation for the annual Barkas Day event.

Commissioner Elliot, no comment.

commissioner Duncan, commented on an upcoming meeting with the new Community Garden Manager and will report back to the Board.

CITY MANAGER COMMUNICATIONS

Manager Wade provided an update on hydrant replacements, Leslie Street, the Riverfront Fountain Project, and the location for The Jan 4th retreat i.e. Franklin County Armory.

ATTORNEY COMMUNICATIONS

Attorney Hartman presented updates on the Cemetery ordinance.

CONSENT AGENDA

Motion to approve the consent agendas made by Commissioner Elliot, seconded by Commissioner Grove. None opposed. Motion carried 5-0.

ADJOURNMENT

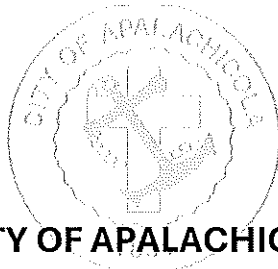
Motion to adjourn made by Commissioner Elliott seconded by Commissioner Grove. None opposed.
Motion carried.

Meeting adjourned.

BRENDA ASH, MAYOR

ATTEST:

SHENEIDRA CUMMINGS, CITY CLERK



**CITY OF APALACHICOLA
CITY CLERK'S DEPARTMENT REPORT**

December 2024

- Processed and mailed out utility bills before the end of the month.
- Compiled agenda packets and emailed to Commission and City Attorney.
- Notified 2K Web Group to upload meeting agenda packets to website and post meeting dates and times to website.
- Assisted customers with cemetery items, utility bill questions and payments, garbage/yard trash complaints, public records request, golf cart decals, Battery Park ramp stickers, business licenses, and other miscellaneous duties.
- Processed ACH billing
- Audited Waste One Garbage Invoice and reconciled accounts that were in error
- Completed tasks as assigned by the City Manager and Mayor.
- Fulfilled 3 Public Records Request; 3 open requests
- Completed and mailed general monthly billing.
- Assisted Staff with various issues and projects.
- Assisted employees with HR related issues
- Issued 24-25FY Business Tax Receipts
- Completed billing adjustments and Water deposit refund requests
- Responding to emails and fulfilling requests that requires research
- Additional tasks related to maintaining the Clerk's Office and overseeing Utility Billing

CITY OF APALACHICOLA
FINANCE DEPARTMENT REPORT

August – December 2024

1. Processed payroll all pay periods.
2. Processed retirement and insurance payments for August – December 2024.
3. Finance Clerk processed purchase orders, accounts payable, assisted auditors, and completed other duties as assigned by Finance Director and City Manager.
4. Auditors have completed the FY 22/23 Audit. All mandatory reports have been processed and reported to appropriate agencies. FY 2022/2023 Annual Financial Report has been uploaded to City's website as required by Florida Statutes.
5. Grant Accounting – All grants now have a financial notebook. Each notebook contains all contracts and payments (with cancelled checks). The activity spreadsheet is in the front of each notebook, so all financial activity is easily accessible for anyone needing information. All notebooks are kept current. This was a huge project and so pleased that it is now complete.
6. FY 24-25 budget process has passed with the Department of Revenue. The City has met all TRIM requirements.
7. Banyon Update – Thanks to the City Commission's understanding, the Finance Department is no longer required to use Banyon. QuickBooks Enterprise for multi users has been purchased and installed on both Finance Department's computers.
8. Auditors have submitted a starter Chart of Accounts, and the Chart of Accounts has been entered into the new QuickBooks. Beginning balances for QuickBooks have also been entered. Finance Director is working hard to redo all the work that was done for the Banyon conversion. Things are moving forward. Trust me.
9. Completed various Human Resources duties.
10. FEMA – Hurricane Michael – FEMA documentation relating to Hurricane Michael has been submitted. This task involved pulling all invoices from October 2018 to current, matching expenditures with project, and providing a cancelled check for each expenditure. The Management Experts will let me know if further information is required for the City to obtain reimbursement for projects not yet paid. This was a huge project, and it is now complete.
11. Completed FY 24/25 insurance renewals for health, dental, vision, and FMIT coverage.
12. Completed DEP submerged land lease annual report.

13. FEMA – Hurricane Helene – currently working with The Management Experts on claims for Hurricane Helene. This process is just getting started.
14. Waste One garbage bill has been fully audited by the Finance Director and all corrections have been made. Finance Director is currently auditing the November services bill (collected in December) to make sure billing remains accurate.
16. Updated FY 24/25 monthly utility billing summary report for auditors.
17. Completed duties as assigned by the City Manager.
18. Audited the monthly utility billing activity.
19. Completed various miscellaneous tasks.
20. As always, I welcome any suggestions or knowledge. If anyone would like to have a sit-down with me or has any questions, please don't hesitate to contact me.

Lee Mathes
Finance Director

Grant Updates

City Commission Meeting - Tuesday, December 2nd 2024

Submitted Applications - Pending Results:

1. **Commerce Rural Infrastructure Fund – Well Rehabilitation**
 - a) An application requesting \$344,250 to rehabilitate the City's three wells was submitted on 9/13/24. The specific technology requested would allow for quicker repairs and lessen the risk of future boil water notices. No match was required for the City to apply. There is \$15 million available statewide – awards should be announced by 12/31/24.
2. **DEP Local Trail Management Grant Program – Riverfront Park Fitness Trail**
 - a) An application requesting \$185,000 for replacement of the dock boards at Riverfront Park was submitted 8/29/24. No match was required to apply.
3. **FDACS – UCF-C Grant Program – Lafayette Park Tree Canopy Improvements Project (Requested \$10,000, City Cash Match \$10,000)**
 - a) An application requesting funding for the planting of 34 trees in Lafayette Park was submitted 7/18/24. The City Commission agreed to budget \$10,000 towards this project in the next fiscal year and the City submitted a request to FDACS for the remaining \$10,000.
 - b) Evaluation committee made final selections 10/10 – notifications expected mid to late October.
 - c) No updates on funding as of 11/25/24.
4. **DHR – 2025-26 Special Category – Phase II HCA (Harrison-Raney Building) mitigation/repair. \$350,000 (City Cash Match \$21,875) FUNDED**
 - a) 2025-26 DHR Special Category grant request for Phase II to complete additional repairs to HCA currently being drafted and was submitted by June 3, 2024. Phase II to complete repairs not funded in Phase I and will include windows, doors and additional masonry work.
 - b) Application submitted for consideration - \$21,875 cash match is obligated under the application as approved at the 6/4/24 CC meeting.
 - c) **FUNDED** – HCA phase II application was reviewed and ranked favorably during Nov. 19 Florida Trust Board Meeting. Trust board recommended funding; funding is pending legislative budget approval (Spring 2025).

Funded Applications:

Firehouse Subs:

1. **Firehouse Subs Public Safety Foundation - Hurst Rescue Tools "Jaws of Life" \$38,465**
 - a) An application requesting Jaws of Life rescue tools for the Apalachicola Volunteer Fire Department was submitted by City staff 7/11/24 and announced as funded on 10/8/24. These tools were a request from the VFD and will aid them in their efforts. Firehouse Subs is worked directly with Hurst to send the equipment to the City - the Jaws of Life equipment was delivered mid-November and the VFD has scheduled a training with Hurst staff on December 2nd to learn how to operate the equipment safely.
 - b) **Project CLOSED OUT** – will be removed from the February grant report.

FDOT:

1. **SCOP - Leslie Street \$610,169.30 (G2N05)**
 - a) This project will remedy the underground issues, resurface the entire street length, and obtain new road signs based off engineer's estimate and recommendations. Engineering firm, Dewberry, has completed the plans and they were sent to FDOT for a final review prior to procurement - 5/23/24 the plans were approved and advertisements for procurement were scheduled in The Times and The Tallahassee Democrat. Bids are due by June 28th at 4PM.

- b) The current project completion date per FDOT is 10/31/24.
- c) City procured North Florida Construction for the construction work – CEI is currently being procured under the City’s Continuing Services Engineers procurement. City Manager will request action to award the CEI to an engineering firm and then construction can begin. CEI was awarded to Urban Catalyst Engineering.
- d) CONSTRUCTION START DATE WAS SEPTEMBER 9th! Construction in progress – currently **not on schedule**. During construction it was discovered that the stormwater pipe is made of terra cotta. City has requested a change order to replace the terra cotta with a new concrete pipe to prevent any future issues. Brick manholes were also discovered and an additional change order has been requested to replace them while they are exposed to avoid disrupting the street in the future. Once approved by FDOT, this project will move forward. FDOT has granted an extension through the end of this year – an additional extension to March 2025 may be requested if needed to complete construction.
- e) Change order was approved by FDOT – expected to be fully executed first week of December. Contractor has ordered materials needed.

DEP:

1. **Resilient Florida - Critical Asset Flood Management \$2,403,500 (24SRP65)**
 - a) This grant will complete identified drainage projects in the city that have been documented, but not funded by other sources. Funds will repair known nuisance flooding drainage issues in 29+ locations throughout the city. The City of Apalachicola Critical Asset Flood Mitigation Projects include the replacement and retrofit of pipe systems at multiple roadway intersections, addition of inlets, pipes, water quality vaults, crown reconstruction, and construction of roadway conveyance system. DEP has tentatively scheduled a site visit in October.
 - b) Bay Media Services was awarded a contract for administering this grant at the June City Commission meeting.
 - c) Baskerville Donovan Inc was scored highest and selected by City Commission to negotiate engineering services. Staff met with BDI Aug. 22 to develop specific scope for services agreement to be presented to City Commission for approval. BDI submitted a proposal for the work (\$400,000). Staff is still in negotiations for the engineering as the percentage came back higher than expected.
 - d) DEP engineers traveled to Apalachicola to inspect the sites prior to beginning of construction. This meeting took place 10/22.
 - e) Negotiations with Baskerville Donovan were unsuccessful. Staff has modified scope based on field visit with DEP and is advertising new RFQ for engineering services.
2. **Resilient Florida Planning Grant – COA Adaptation Plan \$67,000 (24PLN12)**
 - a) This award is funding for preparing a infrastructure plan for flood protection. The City of Apalachicola will complete the City of Apalachicola Adaptation Plan Project to include an Adaptation Plan consistent with the Florida Adaptation Planning Guidebook. The project will include public outreach and stakeholder engagement. Agreement signed 3/20/24 and project procurement is underway.
 - b) Bay Media Services was awarded the contract for this scope of work at the June City Commission meeting. 1st Workshop is planned for later this fall, following completion of Vulnerability Assessment.
 - c) Project pending completion of VA update (March 2025).
3. **Resilient Florida – Comprehensive Vulnerability Assessment \$272,500 (22PLN10)**
 - a) The City of Apalachicola will conduct the City of Apalachicola Comprehensive Vulnerability Assessment project to include an update to the 2017 Vulnerability Assessment. This includes the impact of sea-level rise, storm surge, and rainfall flooding. The impacts of flooding will be projected and mapped over a planning horizon that extends to 2070. Critical assets, vulnerable infrastructure, and historic properties at risk will be identified. Comprehensive plan amendments to comply with the Peril of Flood statute and adaptation strategy recommendations will also be included in the Project. \$200,000 in supplemental funding was awarded as part of the VA help resolve identified data gaps and will result in the City digitizing its infrastructure facilities including water distribution lines, sewer and stormwater.
 - b) Data Gap infrastructure mapping 95% complete. Exposure Analysis pending final data gap maps and

model. 80% of Sensitivity Analysis is complete.

4. **Resilient Florida – Wastewater Plant Repairs \$13,381,516 (22SRP17) + SLFRP - WWTP Headworks & SBR Relocation, Replacement and Upgrades for Advanced Wastewater Treatment \$5,551,875 (WG038) = Total \$18,933,391 for WWTP Relocation/Replacement**
 - a) These grants combined are to replace and repair critical wastewater facility components and to relocate the facility to ensure it is out of the flood zone. The project will ensure that the City is storm ready for years to come!
 - b) The project is at 85% design and the permit applications have been submitted and is currently sitting at 60% complete. Currently, final design is underway which includes biological process modelling, and process equipment selection.
 - c) DEP is creating an amendment to WG038 to combine the budget into one line item to ensure that there are no issues with the ARPA funding pools in the future. (completed in August 24)
 - d) Pay Request 4 has been submitted to DEP for payment 8/12/24 and has been reimbursed via advanced pay. Pay Request 5 is being created and will also request advance payment.
 - e) SCHEDULE:
 - i. Projected construction start date: February 2025
 - ii. Projected initiations of operations date: December 2026
 - iii. Projected construction end date: December 2026

Florida Commerce [Formerly DEO]:

1. **Rural Infrastructure Fund - Water Treatment Plant Improvements, Potable Water Studies \$147,000 (D0225)**
 - a) This grant will evaluate existing conditions, create an enhanced sampling plan, hydraulic modeling, treatability studies and alternatives analysis. Engineering firm, Dewberry, is in progress and these studies are 45% complete!
 - b) A one-year extension request has been requested to complete this project – it was executed mid-September and the deadline is now May 2025. Dewberry's work continues.
2. **Rural Infrastructure Fund – Drainage Basin Analysis Phase II + Camera Work of Stormwater Lines \$300,000 (D0260)**
 - a) This grant will fund an analysis of the drainage basins that border Apalachicola River and Bay. The proposal also includes funding to begin camera-work of the stormwater lines in Phase 1. The project aims to document all stormwater conveyance characteristic, both structural and natural, along with deficiencies of each that have contributed to localized flooding within 18 drainage basin areas totaling 310 acres in the city. The City will then prioritize repairs in areas where localized flooding is present and plan for water quality treatment at the stormwater outfalls which discharge into the Apalachicola River and Apalachicola Bay. Basins 11 and 3 were covered by the 2018 grant. This grant application would address the following basins: 1, 2, 4, 5, 6, 7, 8, 9, 10, 12-19
 - b) Agreement signed 2/1/24. Grant administration with grant continuing services procurement approved at July City Commission meeting. Task order to engage Dewberry Engineering drafted; currently in review by Florida Commerce. Request for contract extension drafted, pending Commerce approval.
 - c) Contract extension approved 10-14-24. Pending Dewberry mobilization.
3. **CDBG-DR – Avenues Stormwater Repair Project \$3,891,869 (\$29,000 City Cash Match) (M0016)**
 - a) This grant is to fund repairs and upgrades for the avenues stormwater drainage system. Dewberry is the engineering firm for this project.
 - b) Quotes received for drainage pipe inspections and route survey. Existing conditions CCTV survey was completed. The engineer received videos and reports which have been analyzed. The engineer worked with contractor to revise scope and cost for drainage pipe survey.
 - c) An amendment request was submitted on 5/10/2024 to add CE&I as a reimbursable task and to extend the period of performance through September 2025.
 - d) Meetings were held with Commerce's consultant (KPMG) to discuss project progress and reiterate that the project must be finalized by 09.30.2025.
 - e) Engineering:
 - i. Survey is 100% complete. Engineering is nearing completion. Recent engineering updates

indicated that design is scheduled for completion in November 2024; however, plans have not been received as of 11.21.2024.(Note that construction activities cannot commence until Commerce approves the Environmental Review Record (ERR) and Authority to Use Grant Funds (AUGF) is issued.)

- f) Environmental:
 - i. The DRAFT ERR package was compiled throughout October and submitted for FloridaCommerce review in November 2024.
 - ii. As of 11.21.2024, this package was still under review.
- g) SCHEDULE:
 - i. Projected construction start date: January 2025
 - ii. Projected construction end date: June 2025
- 4. **CDBG-DR – Hometown Revitalization (Riverfront) \$4,400,000 (\$70,000 Private Owner Match + \$313,365 City Cash Match) (M0034)**
 - a) This grant is to revitalize the businesses and public areas in the riverfront district. This work includes private business’s docks along with public docks, sidewalks, lighting, and parking areas.
 - b) Certifications and liability agreements have been distributed to all owners – matching funds have been requested from owners 30-days prior to bidding the project.
 - c) The City Commission planned to amend the scope for the Popham Building to just design and partial demolition as the deliverables. After several meetings, Commerce agreed with the scope change presented by the City and it has been incorporated into the scope.
 - d) Meetings with Commerce’s consultant (KPMG) were held in June to discuss project progress and reiterate that the project must be finalized by 09.30.2025.
 - e) The engineer has continued work on survey drawings, environmental evaluations, permit applications, and preliminary and schematic designs. (Note that construction activities cannot commence until Commerce approves the Environmental Review Record.) The project engineer reported the following for October:
 - i. Plan Set 1 (Dock and Pier Repair/Reconstruction)
 - 1. Design and plans for Plan Set 1 along Scipio Creek sites have advanced to 100% complete in October. An Opinion of Probable Costs for Plan Set 1 has been finalized.
 - 2. Edgewater Group has continued with the environmental permitting process developing permit documentation required for the USACE, Section 10 issues regarding regulated wildlife and State 404 permitting needs. A pre-application meeting with state agencies for the project’s ERP was held and comments have been received. Comments from agencies were favorable to the permitting process being straightforward and the permitting application process has commenced. All application packages have been submitted to FDEP and USACE. USACE has already assigned permit processors to each site, and we have begun to receive (pre-RAI/pre-Public Notice inquiries from the processors, notably related to SAV surveys (seagrass) and cultural resource evaluations. Edgewater is responding to USACE SAV inquiries while awaiting RAIs from both agencies, and is conferring with TG Earnest regarding cultural resource inquiries. Permitting for Plan Set 1 is at 50% complete.
 - 3. The Cultural Resource Assessment Survey (CRAS) for the Riverfront Revitalization project has commenced. TG Earnest & Associates is now on the team and generating the CRAS. Supplemental Agreement #1 was fully executed approved by the COA for the CRAS. CRAS for Plan Set 1 is at 50% complete.
 - ii. Plan Set 2 (Water, Commerce and 4th Street Upgrades)
 - 1. Office survey work and maps/drawings have been completed and submitted to Halff for incorporation into our plans.
 - 2. Design and plan drawings of the proposed Water, Commerce and 4th Street upgrades continued this month.
 - 3. Aerial layouts for sidewalks, parking areas, landscaping, lighting and amenities proposed along the streets have been generated with typical sections and details being developed. Plan Set 2 is approximately 65% complete at the end of October.

4. A field review by Halff Team members with preliminary Plan Set 2 documents-in-hand (to verify proposed street upgrades and amenities) occurred in October.
 5. Permitting for Plan Set 2 is underway and approximately 40% complete.
 6. The Cultural Resource Assessment Survey (CRAS) for the Riverfront Revitalization project has commenced. CRAS for Plan Set 2 is 30% complete
- iii. Popham Building
1. Hammond Design Group (HDG) has presented their findings for the Popham Building to the City Commission at their July 2nd meeting and were given direction to explore options of what could be built to replace the existing structure.
 2. Schematic design of re-created Popham Building Concepts and cost estimates have been completed. We are attempting to schedule a meeting with the City Commissioners to advance their selected concept for the Popham Site to design.
- f) Environmental Updates:
- i. All outreach that can be conducted at this time is complete. The current critical path item is the CRAS.
 - ii. CRAS (performed by engineer) is currently anticipated for completion in January 2025.
 - iii. Environmental can be completed after finalization of CRAS, submission of same to SHPO / Seminole Tribe, and acceptance by SHPO and Seminole Tribe.
 - iv. Gouras & Associates will work on compilation of complete ERR sections through year end; compilation of the full DRAFT ERR will be finalized upon completion of the CRA.
- g) SCHEDULE:
- i. Projected construction start date: January 2025
 - ii. Projected construction end date: September 2025
5. **CDBG-DR – Hill Community Project \$935,753 (\$910,000 Funded + \$25,000 City Cash Match) (M0033)**
- a) This project is to revitalize three (originally 5, two locations dropped out by choice) businesses within the Hill through exterior work and renovations - each location's scope differs. This project is also to create sidewalks and lighting in the Hill area to spur economic development through walkable connectivity. Gouras and Associates is the grant administrator and CDG is the engineering firm working on the plans. Certifications for the private business owners have been prepared and sent to each owner to ensure that the program guidelines are being met by all parties.
 - b) The City Commission finalized the scope of the Sidewalk & Lighting project at a special meeting on 2/20/24 after workshopping the previously approved scope. The below image shows the final scope of these improvements - these are subject to Commerce approval. The cost of materials has increased during the progression of this grant, so the priority for the funding will be sidewalks first with primary focus on MLK and the 8th Street section.



- c)
- d) Florida Commerce and the City held a TA call on 4/29/2024 to discuss scope changes requested by the City. Changes to the sidewalk layout based on public feedback was discussed, as well as structural issues that have been identified for several commercial buildings.
- e) Liability Agreements were created by the City Attorney and distributed to the business owners. Project guidelines were also provided. Meetings to discuss these documents are scheduled with business owners. 3/3 project beneficiaries have submitted their signed documents. A meeting was held with the remaining property owners and FloridaCommerce to review grant requirements; as a result of this meeting, Commerce subsequently confirmed participant eligibility, pending submission of additional documentation from the participant. The City has continued to work with property owners to finalize agreements between the City and the Property Owner for utilization of CDBG funds for project activities.
- f) An amendment has been received from the engineer to modify the sidewalk layout and update the scope of engineering to correspond with modified building scopes; this was submitted to Commerce for authorization to execute on 07.03.2024.
- g) Architectural Update:
 - % of Completion as of 10.31.2024: 90%
 - A rough draft of the bid package was finalized and submitted to the City / Gouras & Associates for preliminary review on 10.30.2024.
 - February Engineering is scheduled to be on site for structural inspection of the Game Room building Friday, November 8th.
- h) October Sidewalk Update:
 - % of Completion as of 10.31.2024: 0% (Revised design pending topo survey completion in November 2024)
 - Topographical survey / field work scheduled. Will begin 11.11.2024.
- i) Environmental Update (through November 21, 2024):
 - The DRAFT ERR package was submitted to Commerce for review on 10.10.2024; Gouras & Associates worked with Commerce throughout the month to address follow-up requests for additional information (RAI).
 - The ERR will be finalized in November and final notices will be posted. AUGF is anticipated by year end.
- j) SCHEDULE: **NOTE: Design work was on hold until Commerce authorizes execution of a contract amendment. Commerce authorized execution of the contract amendment with the project engineer on 9/19/24!

- i. Projected construction start date: March 2025
- ii. Projected construction end date: July 2025

DOS:

1. **DHR African American Cultural and Historical Grants - Apalachicola History & Culture African American Museum \$1,250,000 (\$1,000,000 Award, \$250,000 City Cash Matching Funds) (23.s.aa.900.039)**
 - a) This project is funding the design and construction of a one-story, 2,000SF building with elevated ceilings. Priorities include: security, storage, office space, greeting station/gift shop, breezeway to Holy Family, bathrooms, controlled lighting for displays.
 - b) There was a meeting on 1/16/2024 to show the concept direction of elevations and floor plans for the proposed museum. The third set of concepts was introduced to the City Staff, Commission, and community stakeholders. There was a presentation introducing potential site planning concepts, indoor and outdoor arrangements of display area, and potential exterior plaza configuration. Commission voted on exterior and interior layouts and designs for the museum provided by the architects. The modern style building, second floor plan, and exposed roof style were all chosen. The next phase is moving these concepts to construction documents – the architect/engineering team is in progress. See the concept design below:



- c)
 - d) A public workshop was held July 2nd for the Architect team to present the 50% plans for the site, building, and space to the City Commission and interested citizens.
 - e) An updated timeline has been communicated to DOS and an extension to June of 2025 has been granted. The project completion date is estimated to be in December of 2025, so City staff and DOS are anticipating another 6-month extension to be filed February of 2025.
 - f) Hammond Design to presented 95% Plans to the City Commission 10/8/24.
 - g) A workshop to discuss tile options has been scheduled for 12/3/24 prior to the City Commission regular meeting.
2. **DHR Special Categories – Old City Hall Phase II Structural Damage \$395,000 + \$98,750 In-Kind Match (\$50,000 Cash Match) (24.h.sc.100.069)**
 - a) City was funded for Phase II of the repair/structural work to the old city hall building! Agreement was signed 8/8/23. Bay Media will continue with grant administration as well as 4M Design, Mark Tarmey, on the designs as allowed by DOS. This grant is to secure funding to complete the Old City Hall Renovation and support the ongoing repairs funded through the NPS grant. The purpose is to stabilize the building, by proposing to install an interior rigid steel frame to provide the structural integrity of

- the building, exterior masonry, and support the historic second floor wood frame.
- b) Phase II will install structural interior steel framing, additional 2nd floor shutters and interior/exterior masonry work, electrical, plumbing. Admin to schedule staff, architect (4M Design) and contractor (OSP) onsite meeting to finalize Phase II scope and develop construction contract.
 - c) Contractor agreement for shutters and windows with Oliver Sperry executed. Scope modification approved by DHR. Construction of first contract deliverables pending arrival of windows and shutters. Building interior has been LiDAR scanned to verify scale and structural dimensions of existing second floor framing with high degree of accuracy for required Structural improvements to second floor framing. Awaiting structural drawings and estimate for remainder of phase II construction work.
 - d) Upstairs windows and shutters to arrive for installation mid December. Structural plans for interior stabilization scheduled to be completed mid December.
3. **DHR Special Categories – City Hall Phase III \$340,000 + \$30,000 City Cash Match (25.h.sc.100.036)**
- a) DOS reached out 6/18/24 to announce that this project was awarded through the FY25 Special Category Grants program. The phase III funding for City Hall will complete the second-floor structural work, interior/exterior masonry repair of second floor and will complete the mechanical and plumbing not completed in phase II for the first floor and all for the second floor. Additionally, it will provide a second-required stair access to the second level.
 - b) Agreement signed 10/25/24!
 - c) Procurement underway for architect/contractor.

FEMA:

1. **Hurricane Michael - Bodiford Park Dock Repairs (76103)**
 - a) Dewberry engineers completed the engineered plans for this project. Project construction was bid out and awarded to Coastline Clearing in the amount of \$53,824 on 4/2/24! Contracts are in progress and work should begin soon. Waiting on an extension from FEMA. Held a call with FEMA and City staff. They requested revised drawings. Once approved, an extension should be granted.
2. **Hurricane Michael - Scipio Creek Marina Finger Dock Repairs (76103)**
 - a) Dewberry engineers completed the engineered plans for this project. Project construction was bid out and awarded to Coastline Clearing in the amount of \$74,090 on 4/2/24! Contracts are in progress and work should begin soon. Waiting on extension from FEMA. Held a call with FEMA and City staff. They requested revised drawings. Once approved, an extension should be granted.

FDEM:

1. **HMGP Market Street Vacuum Station \$120,000 (4399-150-R) with DEO Match of \$37,500 (M0142)**
 - a) The scope of this project is for the design of a new vacuum sewage station located near intersection of Market Street and Avenue G. The purpose of this project is to provide protective measures to wastewater infrastructure of the historic downtown commercial district in Apalachicola. CPWG Madrid is 90% complete with the engineered plans for the Market Street Vacuum Station – they submitted 100% designs and permits, but there were some remaining issues/priorities in the plans pointed out by staff that are currently being remedied. Monthly meetings with Commerce continue.
 - b) The Engineer submitted all deliverables and staff is reviewing them prior to submitting to FDEM. Once approved by staff, all documents will be uploaded and FDEM will conduct a CBA to determine Phase II.
 - c) Submitted deliverables to FDEM. They have come back and asked for additional documentation from the engineers. Waiting for CPWG Engineering to supply cost estimate documentation!
 - d) CPWG supplied the cost estimate information and then an additional RFI (request for information) was issued and questions were answered 10/24/24. This is a good sign that the construction could be soon funded.
 - e) FDEM has sent multiple RFI's and CPWG engineers are answering as needed. RFI deadlines due 11/25.
2. **HMGP Critical Facilities Generators \$241,862 (4399-092-R) with DEO Match of \$26,064.75 (M0141)**

- a) This grant will provide protection and storm mitigation by providing City Hall, the police, and fire department with portable generators. One will be at City Hall, the other will be shared by Police and Fire. The purpose of this project is to provide protection to a critical facility in Apalachicola. The project is for the purchase and installation of an emergency generating system to reduce and/or mitigate the damage that might otherwise occur from severe weather or other hazards.
 - b) The contract with BGN was executed and monthly progress meetings with Commerce continue – permitting is in process and general installation will begin very soon! Generators have been ordered.
 - c) The City is waiting on generators to arrive. The next step is to pour concrete and install electrical.
 - d) Work has begun on this project. The only delay is the generator delivery. Some sizes are back ordered. The end goal is to have both generators installed by October 2024 pending no further shipping delays.
 - e) Generators delivered – work is underway! **Generators installed!** City to soon seek reimbursement.
- 3. HMGP Wastewater Vacuum Station Portable Generator \$170,000 (4486-007-R)**
- a) For purchase and setup of an emergency generator system to reduce and/or mitigate the damage that might otherwise occur from severe weather or other hazards at the 108 Avenue F location. (The current generator is too small for the need and this will provide an appropriately sized and portable generator.)
 - b) The bid for this project came in over budget. A budget increase was requested in February, 2024. We are waiting on determination from FDEM. The contractor has guaranteed his price without an increase until June 24, 2024. FDEM approved the cost increase. Waiting for FEMA's approval of the budget increase.

State Appropriations:

- 1. Spray Field & Solar Project \$130,000 (LPA0452)**
- a) The original request for this award was for 150 replacement spray heads and installation of 11 solar controllers and supplementary batteries. The spray heads are \$553.00 apiece, and the solar installation costs (in total) amounts to \$87,880.00 for 22 locations.
 - b) DEP issued an amendment in April 2024 allowing for the funds to be used solely for acquisition of needed parts instead of having to hire out a contractor for the parts and install. This will allow The City to stretch the budget further and be able to buy more spray heads and install them in house – procurement is in the works as acquisition quotes will need to be obtained and approved by DEP prior to ordering. Work will be completed by 12/31/25.
- 2. Inflow & Infiltration Study \$300,000 (LPA0451)**
- a) The City of Apalachicola has an aging infrastructure made of terra cotta pipes and faulty water lines. The City is funded to do an infiltration and inflow study - the study will assess local sources of surface water and/or groundwater prior to entering a sewage system. This will be done with typical methods such as smoke testing, dye testing, and visual inspections to locate structural defects or water stains to summarize existing data pertinent to the hydrologic conditions and hydrogeology in the study and surrounding area. This will produce a pre-design report that will detail the scope of the problem in the analysis area, outline design options, and identify the tasks required to complete a resolution to the problem by 6/30/25.
 - b) Procurement is in progress.
- 3. Stormwater Pipe Relining & Backflow Devices - \$100,000 (LPA0140)**
- a) Urban Catalyst is the procured engineer for this project. The following locations in Apalachicola will be addressed: 1) Fred Meyer Street near 18th Street just east of the intersection, where the road is sinking at a damaged pipe joint; 2) 5th Street between Avenue C and Avenue E., where the road has several areas where the pipe joints are caving in; and 3) Avenue B between 11th and 12th Street. Funding agency does not anticipate that the funding under this Agreement will result in a fully completed project, so this award will cover a portion of the work.
 - b) An extension to 6/30/25 was granted – engineering is complete and the City tried to bid out the work with no responses twice – DEP agreed for us to be able to obtain quotes to move forward instead of going through the bidding process. Quotes for the final work are being acquired.
 - c) Quotes are being updated – 2/3 have been secured. Hoping to have a third in time to award this

- project at the 10/1/24 meeting, but possibly in November.
- d) Award on agenda for December meeting!
- 4. Avenue H Parking Lot \$135,013 (Waiting for Agreement)**
- a) The 2024 legislative session funded half of the requested funding for the Avenue H Parking Lot project. This project will provide 39 parking spaces in an area with very few options for public parking and encourage additional economic activity in the downtown area. Permeable parking will also help with storm water management. Parking for local businesses will be provided - additionally, parking spaces will be provided that will be available for parking mitigation by local businesses.
 - b) An agreement has not yet been received – report will be updated once the agreement has been executed.
- 5. Fire Hydrant Replacement Phase III \$275,000 (Waiting for Agreement)**
- a) The 2024 Legislative session funded the Fire Hydrant Replacement Phase II project. The request was originally for \$550,000 to finish out the project, but only \$275,000 was funded. The City has worked over the last three years to replace 215 old and inoperable fire hydrants throughout the city. There are currently 110 fire hydrants remaining that are still in need of replacement. These new hydrants will benefit residents in close proximity in obtaining homeowners insurance, they will benefit the City with FDEP required flushing of drinking water and will benefit the all City residents with fire suppression and control. The funding should cover 55 of the remaining needed 110 hydrants.
 - b) An agreement has not yet been received – report will be updated once the agreement has been executed.
 - c) Introductory meeting with state legislative grants staff held 7/25/24 – state staff stated that an agreement would not be drafted until a purchase order for the hydrants has been approved. City Manager Wade is working on this.

ARPA:

- 1. American Rescue Plan - \$1,179,010**
- a) The City received an award of \$1,179,010 through the SLFRF program – the City has elected to use the funding as a “standard allowance” for government services.
 - b) The City Commission has been workshopping priorities for the funding – the yearly report was submitted by April 30th.

All information in this report is accurate up to 11/25/24 at 12:00PM! If you have questions regarding any of the above projects, please direct your questions to Bree Robinson – City Planner brobinson@cityofapalachicola.com.

City of Apalachicola
Public Works Monthly Report
December 2024

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.

- Completed 2 work orders.
- collected trash from downtown and public parks.
- cut our routine main roads parks.
- Replaced bearings and hub on city vac. trailer.
- Painted inside of 6th St. Recreation Center.
- Cleaned and cut back overgrowth along ditch on Ave. H and 13th St.
- Replaced tires on city work squad trailer.
- Loaded and hauled several loads of yard debris.
- Contractor fixed cooler unit at holy family.
- Removed dead palms trees from several locations in city.
- Cleaned and washed out storm drains all over the city.
- Removed trees from rainy house.

Signed by, Robert Osburn

Apalachicola Margaret Key Public Library Turns the Page on December 2024



Library hours are 10am to 6pm Monday – Friday, and Sundays from 12pm to 4pm.

We are YOUR City of Apalachicola Library. Come sign up for your FREE Apalachicola library card.
Any library offering is FREE to the public.

Our 'Friends of the Library group' is the Patrons of the Apalachicola Library Society (PALS)

They are a 501c3 nonprofit and membership forms to join are in the library.

Follow us on Facebook or Instagram @Apalachicolapubliclibrary for the latest!

December 2024 Statistics:

- 2,102 patrons visited our library – 35 (!) new accounts opened – 240 patrons used our computers
- 552 books/movies/items circulated - 689 items donated to the library - \$424.33 collected as library revenue – 112 hours donated by our wonderful volunteers – 31,124 people reached on social media

It's the most magical time of the year... In the library! This month has been our busiest December in three years... Maybe ever! Each week had special holiday events with major support coming from our Friends of the Library, the Patrons of the Apalachicola Library Society (PALS). Volunteers to host and help at events included: David Adlerstein, Curt Anderson, Elly Bissen, Janine Gedmin, Nicole Gilbert, Greg Gologowski, Donna Grzelak, Connie Justice, Rich Lenhart, Bonnie Lewis, Kathy Leyendecker, Patti McCartney, Liz and Ralph Perkins, Bonnie Stewart, and Celia Winterringer. Events take energy for advertising, gathering supplies, organizing, and clean-up and we are more grateful than ever for those in our community who give of themselves to allow these events to occur. From decorating the library, working as Santa's elves, hosting a booth at Fresh Market, speaking on Hanukkah traditions, building reindeer (!), and assisting with two holiday craft times, our volunteers have been integral to the library this month. Our Library Director Lucy will be out for at least two months on medical leave, yet she, and we, are confident the library will continue to serve and shine because of our outstanding staff and tremendous volunteer support. We also must thank all the patrons and visitors this month who have attended library events. We work for you, and we love to see you using YOUR Apalachicola library. The New Year marks a great time to reflect and plan for the year ahead. How about a resolution to visit the library more often? All are welcome. May you have a blessed 2025, and we hope to see you soon!

Your City of Apalachicola Library helps with reading, writing, and learning, and offers a suite of print/copy/scan/fax/and notary services. We loan FREE books, movies, puzzles, board games, and items from our Library of Things, and offer FREE audio books, e-books, and digital magazines through the Libby app. We also have a Book sale space on-site with FREE magazines. All donations go to our Friends of the Library 501c3 nonprofit, PALS. We also offer Yoga weekly (in a by-donation class) on Mondays @ 6:15pm, Bring Me A Book Forgotten Coast hosts 'Books for Babies' weekly on Tuesday mornings @ 10:30am, and Mahjong meets on Wednesday and Fridays mornings @ 10. Our once-a-month Book Club meets each 3rd Wednesday @ 6pm; and Homework Help (FREE tutoring!) is by appointment. Do you have a club you'd like to start in the library? Want to know more about a program?

Is there a book or item you need?

Call: 850-653-8436 or email: apalachicolalibrary@gmail.com

Happy January!

Isel Sánchez-Whiteley & Barbara 'Nissie' McNair, Library Assistants
Lucy Carter, Library Director