

**MINUTES  
REGULAR MEETING  
OF**

**CITY COMMISSION – CITY OF CARRABELLE, FL**

**1206 HWY 98 E  
CARRABELLE, FL 32322**

**PHONE: (850) 697-2727  
or (850) 697-3618**

**DATE: THURSDAY, AUGUST 5, 2021  
PLACE: CARRABELLE CITY HALL**

**TIME: 6:00 P.M.  
1206 HWY 98 EAST**

**6:00 P.M. CALL TO ORDER  
INVOCATION  
PLEDGE OF ALLEGIANCE TO THE FLAG**

**CONSENT AGENDA**

- July 1, 2021 Regular Meeting Minutes
- Attorney's Invoices

Commissioner Allen motions to approve, Commissioner Millender seconds, all in favor, motion carried.

**COMMISSIONERS' REPORTS:**

Comm. Brown: none

Comm. Allen: none

Comm. Mathes: absent

Commissioner Brown motions to excuse Commissioner Mathes, Commissioner Millender seconds, all in favor, motion carried.

Comm. Millender: Flag poles being installed and would like to thank Water, St/Rds., and Fire Department for help.

Mayor La Paz: Thanked Ms. DT Simmons, Public Information Officer with the Department of Health in Franklin and Gulf Counties for her prompt assistance to provide information regarding managing COVID positivity among the City's essential workers, especially addressing HIPAA laws and personal rights.

Thanked Ms. Pam Brownell, Franklin County Emergency Management Director, for managing the Requests for Proposals effort to receive proposals for disaster debris removal and disposal and disaster debris monitoring and recommending that Carrabelle and Apalachicola be included in this bid process. This process is required by FEMA and Ms. Brownell's assistance was extremely helpful to City staff.

Thanked Mr. Mark Curenton, Franklin County Planner for providing sample bid advertisement, bid documents, and bid specifications required by the FWC Derelict Vessel Removal Grant Program, helping the City Administrator move forward with the recent FWC grant award to remove two derelict vessels from the Carrabelle River. Mr. Curenton understood that time is of the essence when working with this particular grant program.

Alerted the Commission that amendment number two of the northwest Florida Water Management District Grant agreement for the Lighthouse Estates Septic to Sewer Phase 1 grant for 53 properties was signed by the Mayor. The agreement period is from April, 2017 through April 12, 2023 with all work required to be completed on or before the end of the agreement period.

## **STAFF REPORTS:**

City Attorney: None

City Administrator:  
Part-time Dock and Boat Ramp Attendant

FWC Derelict Vessel Removal Grant Award.

Ryan Drive culvert repairs update.

Commissioner Millender motions to pay the additional \$13,352.50 out of the LOG account to match with Franklin County additional cost, Commissioner Allen seconds, all in favor, motion carried.

Email from FDOT needing to execute new a new Resolution 10-2021

Commissioner Millender motions to amend the agenda to add Resolution 10-2021, Commissioner Brown seconds, all in favor, motion carried.

Continue to review Personnel Policy recommendations from the Krizner Group.

**Resolution 10-2021**

Commissioner Millender motions to approve, Commissioner Allen seconds, all in favor, motion carried.

City Clerk:

CRA Budget Workshop; August 10<sup>th</sup> at 1:30 p.m.

CRA Regular Meeting; August 17<sup>th</sup> at 1:30 p.m.

P&Z meeting; August 19<sup>th</sup> at 2:00 p.m.

Schedule General Fund and W&S Budget Workshop in late August

1<sup>st</sup> Budget Hearing; September 14<sup>th</sup> at 5:01 p.m.

2<sup>nd</sup> Budget Hearing; September 27<sup>th</sup> at 5:01 p.m.

Need to schedule:

CRA Special Meeting for 1<sup>st</sup> Reading September 14<sup>th</sup> at 4:30

General Fund and W&S Budget Workshop August 25<sup>th</sup> 1:30

Commissioner Millender motions to approve both meetings, Commissioner Brown seconds, all in favor, motion carried.

Inovia: Reviews submitted report

**PUBLIC HEARING**

**Public Hearing For 2021 CDBG Disaster Recovery Application for Hurricane Michael  
Round 2**

Commissioner Brown motions to submit the applications of the four project applications,  
Commissioner Allen, all in favor motion carried.

**Resolution 09-2021**

Commissioner Millender motions to approve, Commissioner Allen seconds, all in favor motion carried.

**NEW BUSINESS**

- Item 1. Presentation of Carrabelle Economic Development Strategy of 2021 by Caroline Smith of ARPC  
Commissioner Millender motions to table for next meeting, Commissioner Allen seconds, all in favor, motion carried.

- Item 2.           **Convene quasi-judicial hearing.**  
Discussion and possible action concerning a special exception at 304 Hwy 98 E., to allow a residential use in a C-1 zoning. Requested by Kevin and Rena Bodo  
**Quasi-judicial hearing is adjourned.**  
Commissioner Millender motions to approve, Commissioner Allen seconds, all in favor motion carried.
- Item 3.           Discussion and possible action regarding Tower Site Agreement – Assignment of Lease from L3Harris to Department Management Services (DMS).  
Commissioner Millender motions to approve, Commissioner Brown seconds, all in favor motion carried.
- Item 4.           Discussion and possible action regarding hiring two full-time police officers.  
Commissioner Millender motions to approve hiring Jacob Rieben, Commissioner Allen seconds, all in favor motion carried.  
Commissioner Millender motions to approve hiring Doug Scarabin, Commissioner Brown seconds, all in favor motion carried.
- Item 5.           Discussion and possible action regarding requesting RFP from Evergreen Solutions and Krizner Group to develop a Minimum Wage Implementation Plan for the City.  
Commissioner Allen motions to approve requesting RFP, Commissioner Brown seconds, all in favor motion carried.
- Item 6.           Discussion and possible action regarding approval of the “Four-Factor Analysis for Limited English Proficiency Persons”  
Commissioner Brown motions to approve, Commissioner Millender seconds, all in favor motion carried.

**OLD BUSINESS: NONE**

## **REQUEST FOR PROPOSALS:**

1. Marine Salvage Company to Remove Two Derelict Vessels in Carrabelle River.  
Approve/Disapprove Bid Award.  
Live Wire  
Commissioner Millender motions to approve low bidder Live Flyer contingent upon FWC approval and funding availability, Commissioner Allen seconds, all in favor motion carried.

Recess 7:17

Reconvene 7:26

2. Disaster Debris Removal and Disposal Services  
Approve/Disapprove request to open proposal packages.  
Commissioner Allen motions to approve, Commissioner Millender seconds, all in favor motion carried.
3. Disaster Debris Monitoring Services  
Approve/Disapprove request to open proposal packages.  
Commissioner Brown motions to approve, Commissioner Millender seconds, all in favor motion carried.
4. Approve/Disapprove Scoring Committee to evaluate disaster debris proposal packages.  
Commissioner Brown motions to approve Administrators recommendation of Administrator, City Clerk, and St/Rds. Supervisor, Commissioner Allen seconds, all in favor motion carried.

## **PUBLIC COMMENT**

*(Comments are kept at a maximum of 3 minutes. You may comment on a non-agenda item or a non-action item for up to 3-minutes when recognized by the Mayor. Items brought forth during "Public Comment" requiring a Commission vote will be requested to be placed on the upcoming meeting agenda. If you would like to speak during "Public Comment," complete a speaker card which must be submitted to City Administrative personnel prior to the start of the meeting in order for you to speak.)*

Mark Melcher with CGJ new building now complete

Commissioner Allen motions to adjourn, Commissioner Millender seconds, all in favor, motion carried. 7:43

**NOTE: Anyone needing action taken by the Commission needs to be placed on the agenda and all required paperwork submitted by Wednesday, 8 days prior to meeting.**

If an individual decides to appeal any decision made by the City Commission with respect to this meeting, a verbatim transcript may be required. If so, the individual should make provision for a transcript to be made at the meeting. (RE: Florida Statute 286.0105). Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodation to participate in this meeting is asked to advise the city at least 48 hours before the meeting by contacting Keisha Messer at the above address or phone number.

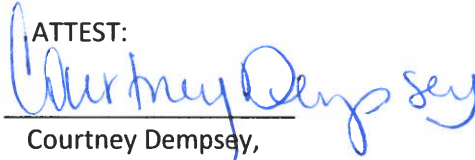
APPROVED BY: The City of Carrabelle Commission in Regular Session on September 2, 2021

SIGNED:



Brenda La Paz,  
Mayor

ATTEST:



Courtney Dempsey,  
City Administrator