

# City of Quincy

City Hall

404 West Jefferson Street

Quincy, Florida 32351

[www.myquincy.net](http://www.myquincy.net)



## COMMISSION MEETING

Tuesday, July 13, 2021

6:00 PM

City Hall

Commission Chambers

### City Commission

Mayor Ronte R. Harris ~ District III

Mayor Pro-Tem Keith A. Dowdell ~ District I

Commissioner Angela G. Sapp ~ District II

Commissioner Freida Bass-Prieto ~ District IV

Commissioner Anessa A. Canidate ~ District V

*"An All American City in the Heart of Florida's Future"*



**City of Quincy, Florida  
City Commission Meeting**

**AGENDA**

**July 13, 2021**

**6:00 P.M.**

**City Hall Commission Chambers**

**Call to Order**

**Invocation**

**Pledge of Allegiance**

**Roll Call**

**Approval of Agenda**

**Special Presentations**

1. Special Presentation to Hunter Harris
  - Mayor Ronte Harris, District 3

**Proclamations**

**Items for Consent by the Commission**

2. Approval of Minutes of the June 22, 2021 Regular Meeting
  - Janice Shackelford, City Clerk
3. Approval of Minutes of the June 30, 2021 Special Meeting
  - Janice Shackelford, City Clerk
4. Approval of Minutes of the June 30, 2021 Reorganization Meeting
  - Janice Shackelford, City Clerk
5. FDOT Small Counties Outreach Program (SCOP) – Stewart Street from Stewart St. School to US 90 – FPID-446065-1-54-01/Contract No. G1P08
  - Jack L. McLean Jr., City Manager
  - Reggie Bell, Public Works Director
  - Mo Cox, Assistant Utilities Director
6. City Operating Projects Report
  - Jack L. McLean Jr., City Manager
  - Marcia Carty, Finance Director
7. Quarterly Grants Progress Reports for Fiscal Year 2020 and 2021
  - Jack L. McLean Jr., City Manager
  - Marcia Carty, Finance Director

8. Budget Planning Process Calendar - Fiscal Year 2021-2022 Budget
  - Jack L. McLean Jr., City Manager
  - Marcia Carty, Finance Director
9. Approval of Independent Auditors Report for Year Ended September 30, 2020
  - Jack L. McLean Jr., City Manager
  - Marcia Carty, Finance Director

#### **Public Hearings and Ordinances as Scheduled or Agendaed**

10. Ordinance 1120-2021 – Amending the Alcohol Ordinance on First Reading
  - Jack L. McLean Jr., City Manager
  - Robert Nixon, CRA Manager
  - Charles Hayes, Interim Planning Director
  - Gary Roberts, City Attorney

#### **Public Opportunity to Speak on Commission Propositions – (Pursuant to Sec. 286.0114, Fla. Stat. and subject to the limitations of Sec. 286.0114(3)(a), Fla. Stat.)**

#### **Resolutions**

#### **Reports, Requests and Communications by the City Manager**

11. Appointment to Quincy – Gadsden Airport Authority
  - Jack L. McLean Jr., City Manager
12. Approval of Broadband Grant
  - Jack L. McLean Jr., City Manager
  - James McKenzie, IT Administrator
13. Status Update on Fiber
  - Jack L. McLean Jr., City Manager
  - James McKenzie, IT Administrator

#### **Reports by Boards and Committees**

#### **Other Items Requested to Be Agendaed by Commission Member(s), the City Manager and Other City Officials**

#### **Comments**

- a) City Manager
- b) City Clerk
- c) City Attorney
- d) Commission Members
- e) Comments from the Audience

#### **Adjournment**

*If a person decides to appeal any decision made by the City Commission with respect to any matter considered at this meeting, he/she may need a record of the proceedings, and for such purpose, he/she may need to ensure that verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. FS 286.0105. Persons with disabilities who require assistance to participate in City meetings are requested to notify the City Clerk's Office at (850) 618-0020 in advance.*

# **APPROVAL OF MINUTES**

**Regular Meeting**

**June 22, 2021**

**CITY COMMISSION**  
**Tuesday, June 22, 2021**  
**6:00 P.M. (Eastern)**

**REGULAR MEETING**  
**QUINCY, FLORIDA 32351**

**CITY COMMISSION REGULAR MEETING MINUTES**

The City of Quincy City Commission met in a regular in-person meeting on Tuesday, June 22, 2021, with **Mayor Ronte Harris** presiding and the following Commissioners present:

Mayor Pro Tem Angela G. Sapp - Absent  
Commissioner Anessa A. Canidate  
Commissioner Keith A. Dowdell  
Commissioner Freida Bass-Prieto

City Staff and Guests:

Jack L. McLean Jr., City Manager  
Marcia Carty, Finance Director  
Gary Roberts, City Attorney  
Janice Shackelford Clemons, City Clerk  
DeCody Fagg, Parks and Recreations Director  
Reggie Bell, Public Works Director  
Ann Sherman, Director of Human Resources and Customer Service  
Telly Mathews, Asst. Fire Chief  
Dr. Beverly Nash, Grant Writer  
Robin Ryals, Utilities Director  
Rob Nixon, CRA Manager  
Charles Hayes, Procurement Officer  
Jim Southerland Sr., WQTN-13 Administrator  
James McKenzie, IT Administrator  
Robert Mixson, Interim Police Chief

Anita Washington

The regular in-person meeting was recorded, televised, and transmitted by way of the City of Quincy's Facebook page and TV Channel (WQTN-13). (Note: Digital formatted documents/media are public records.)

• **Called to Order:**

Mayor Harris called the regular meeting to order at 6:00 pm., with the Rev. Robin Ryals providing the Invocation. Mayor Harris led the reciting of the Pledge of Allegiance and requested a roll call.

Commissioner Dowdell made the motion to excuse Mayor Pro Tem Sapp from the meeting. Commissioner Bass-Prieto seconded the motion.

<b>Commissioner</b>	<b>Vote</b>
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Absent
Mayor Harris	Yes

**The Motion carried 4 to 0.**

### **Approval of Agenda**

Commissioner Dowdell made a motion to approve the amended agenda as printed and pull Item #4, Arbor Crest Update. Mayor Harris seconded the motion.

<b>Commissioner</b>	<b>Vote</b>
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Absent
Mayor Harris	Yes

**The Motion carried 4 to 0.**

### **Special Presentations**

None

### **Proclamation**

1. Proclamation – Honoring the Honorable Governor Ronald D. Desantis
  - Mayor Ronte Harris, District 3

### **Summary of Discussion by Commission:**

#### **Item #1:**

Mayor Harris read in part the proclamation honoring Governor Ronald D. Desantis.

### **Items for Consent by the Commission:**

2. Approval of Minutes of the June 8, 2021, Regular Meeting
  - Janice Shackelford-Clemons, City Clerk

3. FDOT Small Counties Outreach Program (SCOP) – Stewart Street from Stewart St. School to US 90 – FPID-446065-1-54-01/Contract No. G1P08
  - Jack L. McLean Jr., City Manager
  - Marvin Cox, Assistant Utilities Director
  - Reginald Bell, Public Works Director
4. Human Resources/Customer Services Project Status Report
  - Jack L. McLean Jr., City Manager
  - Ann Sherman, Director Human Resources
5. Grants Monthly Reports May/June
  - Jack L. McLean Jr., City Manager
  - Dr. Beverly Nash, Grant Writer
  -
6. Customer Service Monthly Reports  
Jump Start| Fresh Start| Net New Customers| Deposit Report
  - Jack L. McLean Jr., City Manager
  - Ann Sherman, Human Resources Director
7. Police Monthly Reports  
Traffic Report| Monthly Crime Report
  - Jack L. McLean Jr., City Manager
  - Robert Mixson, Interim Police Chief
8. Fire Monthly Reports  
Monthly Activity Report| District Calls
  - Jack L. McLean Jr., City Manager
  - Anthony Baker, Interim Fire Chief
9. Finance Monthly Reports
  - Jack L. McLean Jr., City Manager
  - Marcia Carty, Finance Director

#### **Summary of the Discussion by Staff and the Commission**

Commissioner Bass-Prieto made a motion to approve items for consent, excluding Item #4 the Arbor Crest Updates. Commissioner Dowdell seconded the motion.

<b>Commissioner</b>	<b>Vote</b>
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Absent
Mayor Harris	Yes

**The motion carried 4 to 0.**

**Items #4:**

Commissioner Canidate led a discussion regarding Arbor Crest Apartments' meters (four) water usage and billing discrepancies. Commissioner Candidate requested that the four meters not be removed until after the completion of a fact-finding. Commissioner Bass-Prieto suggested an outside audit be conducted.

Commissioner Bass-Prieto made a motion not to approve Item #4 until Commissioner Canidate's request has been satisfied.

Commissioner Dowdell seconded the motion.

<b>Commissioner</b>	<b>Vote</b>
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Absent
Mayor Harris	Yes

**The motion carried 4 to 0.**

**Public Hearings and Ordinances as Scheduled or Agendaed:**

None

**Public Opportunity to Speak on Commission Propositions – (Pursuant to Sec. 286.0114, Fla. Stat. and subject to the limitations of Sec. 286.0114(3)(a), Fla. Stat):**

None

**Resolutions**

None

**Reports, Requests, and Communications by the City Manager:****10. Capital Operational Project Updates**

- Jack L. McLean Jr., City Manager
- Robins Ryals, Utilities Director
- Reginald Bell, Public Works Director
- James McKenzie, IT Administrator
- Josh Williams, Project Manager

**11. Anti-crime Grant Criteria/Family-Based Prevention/Community Program Application**

- Jack L. McLean Jr., City Manager
- Charles J. Hayes, Procurement Officer



12. Alcohol Ordinance “Walk and Sip”

- Jack L. McLean Jr., City Manager
- Robert Nixon, CRA Manager
- Gary Roberts, City Attorney

13. The Bradwell House

- Jack L. McLean Jr., City Manager

**Discussion by the Staff and the Commission:**

**Item #10:**

City Manager Jack L. McLean Jr. provided an overview of all opened projects and each one’s status for this fiscal year. Commissioner Canidate stated that the flooding on Flagler Street is an emergency because of hurricane season. No action taken.

**Item # 11:**

Procurement Officer Charles Hayes presented the Family-Based Prevention/Community Program Application grant in the amount of \$50,000.

The Commission would like to see the following four items added to the application:

- Inclusion of a tracking or measurement system;
- Budget no more than 25% of administrative costs;
- Applicant must be a 501C3 or a government entity; and
- Mid-year or final report submitted.

Commissioner Bass-Prieto made a motion to approve the grant application packet, with the four identified additions added by the Commission, in the amount of \$50,000. Commissioner Canidate seconded the motion.

<b>Commissioner</b>	<b>Vote</b>
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Absent
Mayor Harris	Yes

**The Motion carried 4 to 0.**

**Item #12:**

CRA Manager Robert Nixon provided the Commission an update since the June 8, 2021 Commission Meeting with revision to the local ordinance governing alcohol sales and use.

After a lengthy discussion, Mayor Harris made a motion to approve a draft ordinance that would remove proximity restrictions in the 9-block Downtown District and primary

commercial corridors of Highway 90 and Highway 267, and permit “walk-and-sip” special events. Commissioner Canidate seconded the motion.

<b>Commissioner</b>	<b>Vote</b>
Commissioner Bass-Prieto	No
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Absent
Mayor Harris	Yes

**The Motion carried 3 to 1.**

**Item #13:**

City Manager Jack L. McLean Jr. stated that on June 14, 2021, the CRA Board decided to appropriate \$20,000, for the repairs to the Bradwell House, which is a part of the City’s Housing Block Grant Program.

Commissioner Dowdell made a motion to approve the City’s transfer of funds to the CRA in the amount of \$20,000. Mayor Harris seconded the motion.

<b>Commissioner</b>	<b>Vote</b>
Commissioner Bass-Prieto	No
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Absent
Mayor Harris	Yes

**The Motion carried 3 to 1.**

**Reports by Boards and Committees:**

None

**Other Items Requested to Be Agendaed by Commission Member(s), the City Manager, and Other City Officials:**

None

**Comments**

**City Manager Jack L. McLean Jr.**

- An offer is imminent on the Code Enforcement Officer position.
- Crime Prevention Workshop is on June 29, 2021.

- The Aerial Ladder Truck event was a success.
- The City is not defunding the Police Department.
- The men and women are doing a fantastic job in the Police Department.
- The water metering, Tanyard Creek, and audit workshops are upcoming and provided several possible dates for workshops. (July 5, 6, 7, 12, 13, & 14.

#### **City Clerk Janice Shackelford**

- No comments

#### **City Attorney Gary Roberts**

- Still in negotiations with the New South vs. City of Quincy.
- Announced an Executive Session in Linda Ortega vs. the City of Quincy.

#### **Commission**

##### **Commissioner Bass-Prieto**

- Thanked the ladies of Shaw Quarters for feeding the children.
- Encouraged the Commission and staff to make this holiday season memorable because of the pandemic. She is willing to work with staff on holiday festivities.

##### **Commissioner Dowdell**

- 200-500 people attended the “Stop the Violence” rally and thanked Rolanda Jackson and the staff.

##### **Commissioner Canidate**

- Encouraged citizens to lock their car doors.

##### **Mayor Pro Tem Sapp**

- Absent

##### **Mayor Harris**

- Thanked the Fire Department for a job well done in hosting the aerial ladder truck unveiling and thanked Trulieve Corp, Senator Lorraine Ausley, and Representative Ramon Alexander for participating in the fire truck unveiling.
- Kiddos to Commissioner Dowdell on his ‘Stop the Violence’ Rally.
- Thanked all departments for the excellent work they are doing.

#### **Comments from the Audience**

Jennifer McGhee, Leonard Newton, and Erica Redding (no address provided) spoke on transitional and anti-crime programs they are launching throughout the City of Quincy. The name of their non-profit organization is Sunshine Inspirational Inc.

The adjournment was motioned by Mayor Harris and seconded by Commissioner Dowdell at 8:42 pm.

**Please Note:** The City Commission places the official copies of Commission Meeting Minutes on file with the City Clerk's Office upon approval.

Submitted by Janice Shackelford Clemons, City Clerk

**APPROVED:**

\_\_\_\_\_  
Ronte Harris, Mayor, and Presiding  
Officer of the City Commission and  
of the City of Quincy, Florida

**ATTEST:**

\_\_\_\_\_  
Janice Shackelford Clemons, City Clerk per  
Clerk of the of Quincy, Florida  
Clerk of the City Commission thereof

# **APPROVAL OF MINUTES**

**Special Meeting**

**June 30, 2021**

**CITY COMMISSION**  
**Wednesday, June 30, 2021**  
**12:00 P.M. (Eastern)**

**REORGANIZATION MEETING**  
**QUINCY, FLORIDA 32351**

**CITY COMMISSION REGULAR MEETING MINUTES**

The City of Quincy City Commission met in an in-person reorganization meeting on Wednesday, June 30, 2021, with **Mayor Ronte Harris** presiding and the following Commissioners present:

Mayor Pro Tem Angela G. Sapp  
Commissioner Anessa A. Canidate  
Commissioner Keith A. Dowdell  
Commissioner Freida Bass-Prieto

City Staff and Guests:

Jack L. McLean Jr., City Manager  
Marcia Carty, Finance Director  
Janice Shackelford Clemons, City Clerk  
DeCody Fagg, Parks and Recreations Director  
Reggie Bell, Public Works Director  
Vancheria Perkins, Executive Assistant to the City Manager  
Ann Sherman, Director of Human Resources and Customer Service  
Telly Mathews, Asst. Fire Chief  
Robin Ryals, Utilities Director  
Rob Nixon, CRA Manager  
Charles Hayes, Procurement Officer  
Jim Southerland Sr., WQTN-13 Administrator  
James McKenzie, IT Administrator  
Robert Mixson, Interim Police Chief

The Reorganization In-person Meeting was recorded, televised, and transmitted by way of the City of Quincy's Facebook page and TV Channel (WQTN-13). (Note: Digital formatted documents/media are public records.)

• **Called to Order:**

Mayor Harris called the Reorganization Meeting to order at noon. Rev. Robin Ryals provided the invocation. Mayor Harris led in the reciting of the Pledge of Allegiance.

**Summary of Discussion by Staff and the Commission:**

Mayor Harris offered a motion to elect City Manager Jack L. McLean Jr. as temporary chair over the Reorganization Meeting.

Mayor Pro Tem Sapp seconded the motion.

<b>Commissioner</b>	<b>Vote</b>
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Yes
Mayor Harris	Yes

**The motion carried 5 to 0.**

Mayor Harris passes the gravel to temporary chairperson City Attorney Jack L. McLean Jr., who stated that the meeting was a continuance of the Reorganization meeting held two months ago. Commissioner Dowdell made a motion to keep Mayor Harris as Mayor. Commissioner Canidate seconded the motion.

<b>Commissioner</b>	<b>Vote</b>
Commissioner Bass-Prieto	No
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Yes
Mayor Harris	Yes

**The motion carried 4 to 1.**

City Manager Jack L. McLean Jr. asked for nominations for Mayor Pro Tem. Mayor Harris offered a motion to elect Commissioner Keith Dowdell as Mayor Pro Tem. Commissioner Canidate seconded the motion.

<b>Commissioner</b>	<b>Vote</b>
Commissioner Bass-Prieto	No
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Yes
Mayor Harris	Yes

**The motion carried 4 to 1.**

The adjournment was motioned by Mayor Harris and seconded by Mayor Pro Tem Dowdell at 12:15 pm.

**Please Note:** The City Commission places the official copies of Commission Meeting Minutes on file with the City Clerk's Office upon approval.

Submitted by Janice Shackelford Clemons, City Clerk

**APPROVED:**

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Ronte Harris, Mayor, and Presiding  
Officer of the City Commission and  
of the City of Quincy, Florida

**ATTEST:**

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Janice Shackelford Clemons, City Clerk per  
Clerk of the of Quincy, Florida  
Clerk of the City Commission thereof



# **APPROVAL OF MINUTES**

## **Reorganization Meeting**

### **June 30, 2021**

**CITY COMMISSION**  
**Wednesday, June 30, 2021**  
**11:00 A.M. (Eastern)**

**SPECIAL MEETING**  
**QUINCY, FLORIDA 32351**

**CITY COMMISSION REGULAR MEETING MINUTES**

The City of Quincy City Commission met in a special in-person meeting on Wednesday, June 30, 2021, with **Mayor Ronte Harris** presiding and the following Commissioners present:

Mayor Pro Tem Angela G. Sapp  
Commissioner Anessa A. Canidate  
Commissioner Keith A. Dowdell  
Commissioner Freida Bass-Prieto

City Staff and Guests:

Jack L. McLean Jr., City Manager  
Marcia Carty, Finance Director  
Janice Shackelford Clemons, City Clerk  
DeCody Fagg, Parks and Recreations Director  
Reggie Bell, Public Works Director  
Vancheria Perkins, Executive Assistant to the City Manager  
Ann Sherman, Director of Human Resources and Customer Service  
Telly Mathews, Asst. Fire Chief  
Robin Ryals, Utilities Director  
Rob Nixon, CRA Manager  
Charles Hayes, Procurement Officer  
Jim Southerland Sr., WQTN-13 Administrator  
James McKenzie, IT Administrator  
Robert Mixson, Interim Police Chief

The special in-person meeting was recorded, televised, and transmitted by way of the City of Quincy's Facebook page and TV Channel (WQTN-13). (Note: Digital formatted documents/media are public records.)

• **Called to Order:**

Mayor Harris called the special meeting to order at 11:00 am., with the Rev. Robin Ryals providing the Invocation. Mayor Harris led the reciting of the Pledge of Allegiance and requested a roll call.

**Approval of Agenda**

Mayor Harris stated that there were two items on the agenda to be discussed. Executive Session would not be held.

- Aerial Ladder Fire Truck
- Sign Moratorium

**Summary of Discussion by Staff and the Commission:**

**Item #1: Aerial Ladder Fire Truck**

City Manager Jack L. McLean Jr. stated that the City was awarded \$755,000 for a new aerial ladder fire truck; the original aerial ladder fire truck was twenty-five feet shorter than the demo at the unveiling. The City would need \$205,000 to purchase the demo truck; Finance Director Marcia Carty stated that the trade-in value is approximately \$30,000, and the final price was \$960,000. \$85,000 would be taken from the contingency line item, and the remaining funds would need to be identified.

With no further discussion, Mayor Pro Tem Sapp offered a motion for the Fire Department to purchase a new 100 ft. aerial ladder truck. Commissioner Dowdell seconded the motion.

<b>Commissioner</b>	<b>Vote</b>
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Yes
Mayor Harris	Yes

**The motion carried 5 to 0.**

**Items #2: Sign Moratorium**

City Manager Jack L. McLean Jr. stated an ongoing dispute in the Federal Court regarding signs. City Attorney Gary Roberts prepared new language for a moratorium. Commissioner Dowdell offered a motion to approve the emergency ordinance with the changes to the fifth sentence striking 'large signs' and adding "off-premise," at the request of Commissioner Bass-Prieto. Mayor Pro Tem Sapp seconded the motion.

<b>Commissioner</b>	<b>Vote</b>
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Yes
Mayor Harris	Yes

**The Motion carried 5 to 0.**

The adjournment was motioned by Mayor Harris and seconded by Mayor Pro Tem Sapp at 11:37 am.

**Please Note:** The City Commission places the official copies of Commission Meeting Minutes on file with the City Clerk's Office upon approval.

Submitted by Janice Shackelford Clemons, City Clerk

**APPROVED:**

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Ronte Harris, Mayor, and Presiding  
Officer of the City Commission and  
of the City of Quincy, Florida

**ATTEST:**

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Janice Shackelford Clemons, City Clerk per  
Clerk of the of Quincy, Florida  
Clerk of the City Commission thereof

# **FDOT Small Counties Outreach Program Stewart Street**

**CITY OF QUINCY  
CITY COMMISSION  
AGENDA REQUEST**

**MEETING DATE:** July 13, 2021

**DATE OF REQUEST:** July 7, 2021

**TO:** Honorable Mayor and Members of the City Commission

**FROM:** Jack L. McLean Jr., City Manager

**SUBJECT:** FDOT Small Counties Outreach Program (SCOP) –  
Stewart Street from Stewart St. School to US 90 – FPID-  
446065-1-54-01/Contract No. G1P08

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**Statement of Issue:**

The information provided herein concerns the above mentioned SCOP program which will be continued in 2020-21 with additional allocations for municipal projects. Staff is looking for Commission approval of an agreement that staff is bringing back for CEI Services during the King Street SCOP Project for South Stewart Street.

**Background on the SCOP Project:**

Our current SCOP project for the above-mentioned section of Stewart Street, we are now at a point with design being 90% complete and about to be sent to FDOT for approval, to comply with the current agreement with FDOT to select a firm to provide construction inspection for the project. This project has a total budget of \$472,939 and has a total expenditure so far of \$46,520 for the purpose of survey and design by Dewberry signed earlier this year. The other two obligations remaining are the CEI portion and construction.

**Staff Recommendation:**

Based on talks with the top rated firm, Anchor CEI of Panama City, we are submitting their proposal for construction inspection on the project in the sum of \$18,578.57. In review of their proposal, we feel that it meets the required scope for construction inspection as well as the requirements of the FDOT within our agreement with them. With this added to project costs currently incurred, it leaves a total of \$407,840.43 for the milling and resurfacing of Stewart Street (construction). We look forward to your direction on this issue.

**Options:**

- 1. Vote to approve submitted agreement for CEI Services for the Stewart Street Resurfacing Project and direct the City Manager to sign said agreement with Anchor CEI as presented.**
- 2. Vote to have staff proceed with the SCOP Stewart Street Project as directed herein by the City of Quincy Commission.**

**Recommended Option**

**Option 1**

**Attachments:**

- Construction Engineering and Inspection Agreement with Anchor**

**July 7, 2021**

**Mr. Mo Cox**  
**City of Quincy**  
**Assistant Director of Utilities**  
404 West Jefferson Street  
Quincy, Florida 32351

Sent via email to: <mailto:mcox@myquincy.net>

**RE: CONSTRUCTING ENGINEERING AND INSPECTION SERVICES**  
**STEWART STREET RESURFACING SCOP PROJECT**  
**ACEI CLIENT NO.: 1710.001**

Dear Mr. Cox:




Anchor CEI, Inc. (ACEI) is pleased to submit this scope of services to the City of Quincy (CLIENT) for professional construction engineering and inspection services associated with the Stewart Street Resurfacing SCOP project.

It is anticipated that the Notice to Proceed for the Construction Contract will be set for September 1, 2021. Due to the extremely tight schedule, ACEI will work with the City on ensuring that all milestones are met. Per the City's RFP for this project, the anticipated date of final completion is within 60 days of the Notice to Proceed.

ACEI will perform the following tasks for this project:






#### **TASK A – CONSTRUCTION CONFERENCES**

Upon the Contractor's receipt of the NTP, ACEI will perform the following tasks associated with construction meetings throughout the duration of the project.

-  ACEI will schedule and conduct the Pre-Construction and Pre-Paving Meeting with the City, Contractor, FDOT, and other parties who have an interest in the construction of this project. ACEI will prepare and distribute minutes from the meeting to those in attendance as well as any others who require a copy.
-  ACEI will schedule and conduct Construction Conferences with the City, Contractor, FDOT and any other pertinent personnel/companies, as necessary. ACEI will address and resolve issues that arise at the meeting with appropriate offices, agencies and divisions. ACEI will prepare and distribute detailed minutes of the meeting and list of attendees.
-  ACEI will schedule and conduct a punch list meeting.










## **TASK B – PROJECT ADMINISTRATION**

-  Provide project administration and coordinate with the City.
-  Prepare for and attend, when requested, any periodic or in-depth City inspections that may be conducted on the project related to project work, progress or records.
-  Prepare for, cooperate with, and assist auditors that may be assigned to review project records, payments, reports, etc.
-  Provide ample inspectors and assistance to adequately oversee all work being done on the contract.
-  Obtain from the Contractor a list of contractor's personnel that will be responsible for any occurrence that may arise on the project for the life of the project.





## **TASK C – CONSTRUCTION INSPECTION**

ACEI will provide effective and qualified inspection services throughout the duration of the project which will include:



-  Effective and qualified inspectors who are certified in the applicable FDOT Certifications for Earthworks 1 and 2 as well as Asphalt Paving 1 and 2, who will ensure project is being constructed according to the plans and specifications.
-  Construction Field Inspection Reports will be generated by the Raken® software and copies will be provided the Construction Management Team weekly. These reports will include on site conditions, issues, project photos, etc.
-  Quantities will be observed, measured, and recorded within the inspection report.
-  When any deficiencies or problems are detected, ACEI will notify the Construction Contractor and City immediately.
-  Erosion control items will be observed daily for conformance to the plans as well as effectiveness in the field.
-  Substantial completion walk-through and punchlist will be generated by the substantial completion.
-  Final completion walk-through will be noted by the Contract deadline.

## **TASK D – SUPPLEMENTAL AGREEMENTS/CONSTRUCTION CHANGE**



ACEI does not anticipate change orders for this project and will monitor the contractor's progress against planning to ensure that the project is performing on time and within budget. However, if a Change Order is initiated, ACEI will provide the following tasks associated with the receipt of any change orders that may be received during the life of the project:

-  ACEI shall notify the Project Engineer of the necessity of any Supplemental Agreements/Construction Changes.
-  ACEI shall assist the City's efforts to negotiate prices for additional pay items with the Construction Contractor while adhering to the Construction Contract.
-  ACEI shall coordinate any and all construction changes with the Project Engineer, which must be approved by the City.
-  ACEI shall develop change orders as for the approval by the City and Project Engineer.

## **TASK E – APPLICATIONS FOR PAYMENT**






-  ACEI will confirm the quantities of materials and percentage of work completed for Monthly Progress Payments.
-  ACEI will review each application for payment to ensure accuracy of amounts and totals.

## **TASK F –AS-BUILTS AND PROJECT CLOSE-OUT**

-  ACEI will submit marked up Contract Plans to the City and FDOT.
-  ACEI will submit a copy of all required close-out documentation to FDOT and the City.

## **DELIVERABLES:**

ACEI will provide the following deliverables throughout the duration of the project:

-  Pre-Construction Meeting Minutes
-  Substantial Completion Letter and Punchlist
-  Final Completion Letter and Engineer's Certification of Compliance for the FDOT
-  As-Built mark-ups
-  Copy of all final records

**CONSTRUCTION ENGINEERING AND INSPECTION SERVICES  
STEWART STREET RESURFACING SCOP PROJECT  
JULY 7, 2021**

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**PROFESSIONAL SERVICES FEES**

The services listed above shall be performed for a total lump sum fee of **\$18,578.57** as broken down by each task below:

**SCHEDULE:**

ACEI anticipates that the Contractor will receive the NTP on September 1, 2021. The construction schedule is 60 days from the date of the NTP.

Final records would be submitted to the City and FDOT within 1 week following final completion of the project.

Sincerely,

**Anchor Consulting Engineering and Inspection, Inc.**



Brittany Trumbull, P.E.  
Vice President

**APPROVAL OF THIS CONTRACT**

---

**City of Quincy**

\_\_\_\_\_  
Jack L. McLean, Jr.  
City Manager

MOR/bt  
Attachments

COPY: Ms. Elizabeth Moore, P.E., President

# **CITY OF QUINCY**

## **Operating Projects**

### **Report**

**CITY OF QUINCY, FL**  
**CAPITAL AND OPERATING PROJECTS BUDGET**  
**FY 2021 as of July 9, 2021**

CAPITAL PROJECTS							
	ACTIVITY/PROJECT	DEPARTMENT	BUDGET LINE ITEM	PROJECT COST/BUDGET	SPENT & ENCUMBERED 07/09/2021	COST TO SPEND BY 09/30/2021	COMMENTS - CITY MANAGER, FINANCE DIRECTOR, & DIRECTORS' MEETING
1	Chamber Building Improvements	Commission	001-110-552-60620	\$220,000	\$35,500	\$184,500	Architectural designs in process
2	Stewart Street - SCOP Project	Public Works Road & Streets	001-430-541-60632	\$472,939	\$33,084	\$439,856	In process of ranking bidders
3	Hy 90 to Macon; N Shelfter to Sharon Streets	Public Works Road & Streets	001-430-541-60632	\$223,000	\$0	\$223,000	Additional paving of alternate streets during SCOP Project
4	Hurricane Sally	Public Works Road & Streets	001-430-541-60632	\$72,000	\$72,000	\$0	Being held up by the FEMA Project; no bidders after 2 attempts
5	Storm Water Facilities/Ditches	Public Works Road & Streets	001-430-541-60634	\$124,862	\$72,000	\$52,862	Hamilton Ditch #1 completed; Hamilton Ditch #2 materials order; expect to complete in 4 to 6 weeks
6	Land and Building Acquisition	Public Works Buildings	001-440-519-60610	\$178,500	\$4,168	\$174,332	Owner: awaiting board approval
7	Clean Water Grant - City's 1.5 MW Solar Array	Utilities - Sewer	402-531-535-60620	\$3,827,877	\$297,810	\$3,530,067	Solar Project; \$297,810 spent on planning and designed; Loan agreement has been executed. \$2,861,494 grant has been awarded. Advertising is expected to start June 29. Construction Contract awarding is expected during August 2021. Construction should be completed within 180 to 240 days after award.
8	\$100,000 backhoe loader tractor plus \$55,000 raising man holes and valve boxes Adam Street	Utilities - Sewer	402-531-535-60644	\$155,000	\$75,460	\$79,540	Backhoe loader tractor purchased; 50% completed on the manhole raising and the valve boxes
9	Federal Special Appropriation Grant, US EPA, CDBG, South Sewer Trunk Rehabilitation	Utilities - Sewer	402-540-535-30467	\$367,116	\$367,116	\$0	Completed - reimbursement in process

10	and in pressure line from 267 Joe Adams to Strong; \$90,000 skid steer with right of way attachments	Utilities - Sewer	402-540-535-60644	<b>\$170,000</b>	\$115,481	\$54,519	Skid steer equipment with right of way attachments purchased; reactivating force main in planning stage
11	EPA Grant	Utilities - Sewer	402-540-535-60644	<b>\$364,917</b>	\$364,917	\$0	Completed - reimbursement in process
12	State Hazard Mitigation, Gadsden County Local Mitigation Strategy (LMS), Florida Division of Emergency Management, 4399	Utilities - Water & Sewer	402-540-535-60646	<b>\$47,972</b>	\$0	\$47,972	Waiting on contract and scope of work from the State and FEMA - Virginia Street Lift Station
13	Fiber Optic Upgrade	Utilities - Water, Electric, Sewer	402-540-535-60646	<b>\$65,000</b>	\$8,534	\$56,466	"Refer to line 22"
14	\$10,000 Blanton; SCADA \$200,000 and replacement of 2 70 yr old breakers \$150,000	Utilities - Electric	403-591-531-30341	<b>\$360,000</b>	\$175,800	\$184,200	Awaiting delivery of breakers; SCADA will commence after Fiber optic upgrade is completed; Consultant has started providing services.
15	Bucket Truck	Utilities - Electric	403-591-531-60642	<b>\$150,000</b>	\$149,400	\$600	Bucket Truck purchased
16	Fiber Optic Upgrade	Utilities - Water, Electric, Sewer	403-591-531-60646	<b>\$305,000</b>	\$39,690	\$265,310	"Refer to line 22"
17	Digger Derrick Trucks U16 and Bucket TruckU10	Utilities - Electric	403-591-531-70733	<b>\$101,495</b>	\$0	\$101,495	Delivery expected in July & August 2021 (purchase order) and loan resolution executed by Mayor and loan application pending
18	Digger Derrick Trucks U16 and Bucket TruckU10	Utilities - Electric	403-591-531-70734	<b>\$14,088</b>	\$0	\$14,088	Delivery expected in July & August 2021 (purchase order) and loan resolution executed by Mayor and loan application pending
19	County Local Mitigation Strategy (LMS), Florida Division of Emergency Management, 4399	Utilities - Water & Sewer	404-530-533-60644	<b>\$47,972</b>	\$0	\$47,972	Waiting on contract and scope of work from the State and FEMA - Virginia Street Lift Station
20	Fiber Optic Upgrade	Utilities - Water, Electric, Sewer	404-539-533-60646	<b>\$65,000</b>	\$17,962	\$47,038	"Refer to line 22"
21	Fiber Optic Upgrade	Utilities - Water, Electric, Sewer	405-561-532-60646	<b>\$65,000</b>	\$8,534	\$56,466	"Refer to line 22"
22	Fiber Optic Upgrade						Purchase orders will be released amounting to \$59,623 for cabinet upgrading, new cabinets, software, firewall, and tripp lite (apc). Cost is to be allocated between <b>lines 22 thru 25.</b>

**Total**

**\$6,704,798**

**\$1,768,872**

**\$4,712,926**

# OPERATING PROJECTS

	ACTIVITY/PROJECT	DEPARTMENT	BUDGET LINE ITEM	PROJECT COST	SPENT 06/14/2021	COST TO SPEND BY 09/30/2021	
1	Community Outreach - Anti Crime	Commission	001-110-511-30436	100,000	0	100,000	Anti-crime; \$10K appropriated;
2	Buildings and Other Improvements - Repair Roof Leaks, Carpet, Table and Chairs	Fire Department	001-210-522-60620	80,000	79,895	105	improvements completed
3	Vehicle	Police Department	001-220-521-60642	59,000	49,235	9,765	Vehicles purchased
4	Equipment	Police Department	001-220-521-60644	154,723	135,851	18,872	Most equipment purchased
5	Equipment	Fire Department	001-230-522-60644	71,500	50,461	21,039	Purchased SCBA Air packets and kitchen remodeling completed
6	Vehicle	Building & Planning	001-284-515-60642	30,000	0	30,000	Budget modificaton moved to FireTruck Purchase
7	2 Supervisor Trucks	Public Works Road and Streets	001-430-541-60643	50,605	50,602	3	Trucks purchased
8	Vehicle	Public Works Road & Streets	001-430-541-60642	26,000	25,695	305	Vehicle purchased
9	Repairs in City Hall Building	Public Works Building & Grounds	001-440-519-30463	40,000	14,672	25,328	City Hall Security completed
10	Chamber Furniture	Public Works Building & Grounds	001-440-519-60641	10,000	720	9,280	Chairs for commissioners
11	Joyland Water Meters	Water Department	404-539-533-60610	55,272	55,272	0	Purchase order issued
12	Video System	IT Department	508-539-539-60644	35,490	32,174	3,316	Video system purchased

Totals

\$712,590

\$494,576

\$218,014

# **QUARTERLY GRANTS**

**Progress Reports**

**Fiscal Year 2020 and 2021**



**City of Quincy, FL**  
**FY2020 Quarterly Grants Progress Report**  
As of June 30, 2021

Cost Reimbursable

	Agency	Grant Name/Quincy Director/Job #	Fiscal Year	Grant Amount in Budget	Amount Expended	Amount Not Spent	Amount Received	Grant Receivable	Comments
<b>1</b>	Florida DEO	Rural Infrastructure Fund (RIF) Joe Adams Road -Dr. Nash--107							
		<b>FY2020</b>	9/30/2020	\$ 297,800.00	\$ 49,283.32	N/A - year ended	\$ 24,641.66	\$ 24,641.66	Reimb. #1 Rec'd 4/1/2021-Resubmit Reimbursable Submission #2-Deliverables this week.
<b>2</b>	Florida DEP	Hillside Park Grant- Charles Hayes- 113							
		<b>FY2020</b>	9/30/2020	\$ 50,000.00	\$ 50,000.98	N/A - year ended		\$ 50,000.98	Receivable expected within 30 days.
		<b>Grant Totals - FY2020</b>		N/A - year ended	\$ 99,284.30	N/A - year ended	\$ 24,641.66	\$ 74,642.64	

**City of Quincy, FL**  
**FY2021 Quarterly Grants Progress Report**  
As of June 30, 2021

Cost Reimbursable

	Agency	Grant Name/Quincy Director/Job #	Fiscal Year	Grant Amount in Budget	Amount Expended	Amount Not Spent	Amount Received	Grant Receivable	Comments
1	Florida DEO	Upgrade Structures Damaged by Hurricane Michael--Mo Cox--101							
		FY2021	9/30/2021	\$ 75,000.00	\$ 55,000.00	\$ -	\$ 75,000.00	\$ -	Reimb. Rec'd 6/17/2021
2	Florida DEO	CDBG Small Cities Community Development Block Grant--Dr. Nash--103							
		FY2021	9/30/2021	\$ 384,115.86	\$ 401,110.11	\$ (6,994.25)	\$ 397,815.86	\$ 10,000.00	Paid Allowable - \$6,994.25
3	Florida DEP	Clean Water State Revolving Grant - 1.5 MW Solar Array -Robin Ryals - 104							
		FY2021	9/30/2021	\$ 3,576,868.00	\$ -	\$ 3,576,868.00			Awarded 6/16/2021
4	Florida DEO	Rural Infrastructure Fund (RIF) Joe Adams Road -Dr. Nash--107							
		FY2021	9/30/2021	\$ 248,516.48	\$ 34,195.00	\$ 214,321.68		\$ 34,195.00	Need to Submit Reimbursement
5	US EPA	Special Appropriation Grant (CDBG Grant) -- Dr. Nash--111							
		FY2021	9/30/2021	\$ 364,917.00	\$ 364,917.00	\$ -	\$ -	\$ 364,917.00	Awarded. Working with Deborah Belcher/Dr. Nash to submit online upon Dr. Nash's return to work.
6	Florida DOT	DOT SCOP-2 (Stewart Street Resurfacing)--Mo Cox--112							
		FY2021	9/30/2021	\$ 470,941.50	\$ 33,083.50	\$ 437,858.00	\$ 24,957.50	\$ 8,126.00	Bid Advertisement Done/90 Day Project-Completion by 9/30/2021/\$21,412.50-Rec'd 6/16/2021. Report not due yet.
7	Florida DEM	Hazard Mitigation Grant Program--Mo Cox/Dr. Nash--114							
		FY2021	9/30/2021	\$ 95,943.00	\$ -	\$ 95,943.00	\$ -	\$ -	Waiting on Contract & Scope of Work. PO to be generated before 9/30/2021.
8	FDLE (Florida Dept. of Law Enforcement)	FIBRS Grant--Captain Mixson--118							McKenzie-configuration done(6/14/21). USA Software will complete. Grant end date extended to 6/30/2022.(6/16/2021)
		FY2021	9/30/2021	\$ 33,298.00	\$ 33,298.00	\$ -	\$ 11,409.00	\$ 21,889.00	\$11,409-Reimb. Rec'd 4/29/21-- Submit \$14,995 reimb. by 7/15/2021 --Budget Revision- 6.28.2021(+\$6,845)
9	Florida DLE	Coronavirus Emergency Suppl. Grant--Captain Mixson--120							Expense Documentation sent 6/17/2021.
		FY2021	9/30/2021	\$ 50,000.00	\$ 45,704.70	\$ 4,295.30	\$ 45,704.70	\$ -	Will use remaining funds to buy inverters. (5/13/2021) \$45,705.00- Rec'd 6/29/2021
		<b>Grant Totals - FY2021</b>		<b>\$ 5,299,599.84</b>	<b>\$ 967,308.31</b>	<b>\$ 4,322,291.73</b>	<b>\$ 554,887.06</b>	<b>\$ 439,127.00</b>	

# **BUDGET PLANNING**

## **Process Calendar**

### **Fiscal Year 2021-2022 Budget**

**City of Quincy  
Budget Planning Process  
FY 2021-2022 Budget**

<b>Date</b>	<b>Task</b>	<b>Responsible Party</b>
July 12, 2021	Develop Preliminary Budget Assumptions	City Manager & Finance Director
July 13, 2021	Preliminary Budgets By Departments	Department Director
July 14 - 15, 2021	Discussion of Department Budget with each Department	City Manager Finance Director Department Directors
July 15, 2021	Review of Overall Budget before presenting to Commissioners	City Manager Finance Director
July 12 - 16, 2021	Start of TRIM Process – Certification of Taxable Values Received from Property Appraiser	Property Appraiser
July 19, 2021, 4:30 – 6:00 pm July 20, 2021, 5:30 – 7:00 pm July 26, 2021, 5:30 – 7:00 pm July 27, 2021, 4:30 – 6:00 pm (as needed)	Workshops to Discuss Preliminary Department Budgets with Commission	Commissioners City Manager Department Directors
July 27, 2021	Commission Approve the Tentative Millage Rate and Report Back to Property Appraiser	Commission
July 30, 2021	Advise Property Appraiser of tentative millage rate	Finance Director
August 14, 2021	Property Appraiser mail out to the City and property owners a TRIM Notice	Property Appraiser
August 16 – 20, 2021	Additional Budget Workshops (if needed)	Commission
September 14, 2021	First Reading to Adopt Millage Rate and Budget (tentative date)	Commission
September 28, 2021	Second Reading to Adopt Millage Rate and Budget (tentative date)	Commission
October 1, 2021	Implement Adopted Budget by inputting changes to ADG	Finance Dept.
October 31, 2021	Completion of Documentation and Reporting for TRIM Process	Finance Dept.

**APPROVAL OF**  
**Independent Auditors Report**  
**Year Ended September 30, 2020**

**City of Quincy  
City Commission  
Agenda Request**

Date of Meeting: July 13, 2021  
Date of Submittal: July 8, 2021

**To:** Honorable Mayor and Members of the Commission  
**From:** Jack McLean, City Manager  
Marcia Carty, Director, Finance  
**Subject:** Independent Auditors Report for the Year Ended  
September 30, 2020

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**Statement of Issue:**

Audited Financial Statements and Management Letter was provided and discussed in final form at the special meeting on July 8, 2021. This final report has been completed by the auditors (Moran & Smith, LLP) and is recommended for acceptance.

**Option:**

Commission accept the Independent Auditors Report for the year ended September 30, 2020.

# **ORDINANCE 1120-2021**

**Amending the Alcohol Ordinance  
On First Reading**

**CITY OF QUINCY  
CITY COMMISSION  
AGENDA REQUEST**

**DATE OF MEETING:** July 13, 2021

**DATE SUBMITTED:** July 10, 2021

**TO:** Honorable Mayor and Members of the City Commission

**FROM:** Jack L. McLean Jr., City Manager  
Gary Roberts, City Attorney  
Charles Hayes, Interim Building and Planning Director  
Rob Nixon, QCRA Manager

**SUBJECT:** ***Ordinance No. 1120-2021: Alcohol Ordinance Changes on First Reading***

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**Statement of Issue:**

This agenda item involves the request for first reading of Ordinance 1120-2021 to revise the City's alcohol ordinance. The intent of the recommended changes is to ensure that the City of Quincy's local alcohol ordinance is not more restrictive than the State's regulations governing alcohol sales and use. City staff did review local ordinances from vibrant communities in Florida and South Georgia.

In its current form, the City of Quincy's alcohol ordinance, due to proximity restrictions and outdated clauses, does not allow certain establishments to sell alcoholic beverages and spirits in key sectors of our marketplace, notably in Downtown Quincy and along the primary commercial corridors of highway 267 and Highway 90.

The City Commission reviewed prospective language changes included in this proposal in May and June, 2021. Presently, City's staff is requesting that the City Commission to approve Ordinance 1120-2021 on first reading. Please see attached Ordinance 1120-2021.

**Summary of the Proposed Alcohol Ordinance Changes:**

There are two primary recommendations for the proposed revisions to the alcohol ordinance. The recommendations are:

1. **Repeal the separation requirements for establishments selling alcoholic beverages.** Repealing the separation requirement will allow legally organized establishment which have secure a state license to serve alcohol within the 9-block downtown district and in appropriately zoned areas along the primary commercial corridors of Highway 267 and Highway 90.
2. **Amend the provisions regarding the consumption of alcohol in public places.** Amending the provision on the consumption of alcohol in public places will allow the public to consume alcohol in the targeted geographic areas of the 9-blocks of Downtown Quincy and select venues during special events with the approval of the Office of the City Manager.

The recommended changes will not authorize public consumption in area outside of the targeted areas or at times other than approved special events.





**Consistency with the State's Regulations on Alcohol Sales and Use:**

The proposed changes to Quincy's Alcohol ordinance are consistent with the State of Florida's Regulations governing the sale and use of alcohol. Legally-organized establishments seeking to sell alcoholic beverages and spirits must be appropriately licensed by the State of Florida and have a current business license from the City of Quincy.

**OPTIONS:**

- Option 1: Adopt Ordinance No. 1120-2021 on first reading making changes to the local alcohol ordinance.
- Option 2: Do not approve Ordinance No. 1120-2021 on first reading making changes to the local alcohol ordinance.

**Staff Recommendation:**

Option 1

**ATTACHMENTS:**

1. Ordinance 1120-2021

## **ATTACHMENT 1**

### **ORDINANCE NUMBER 1120-2021**

**AN ORDINANCE OF THE CITY OF QUINCY, FLORIDA, AMENDING THE CITY CODE OF ORDINANCES; PROVIDING FOR FINDINGS; PROVIDING FOR AMENDMENTS TO CODE OF ORDINANCES CHAPTER 6 REPEALING THE SEPARATION REQUIREMENTS FOR ESTABLISHMENTS SELLING ALCOHOLIC BEVERAGES; AMENDING THE PROVISIONS REGARDING THE CONSUMPTION OF ALCOHOL IN PUBLIC PLACES; PROVIDING FOR SEVERABILITY; PROVIDING FOR COPY ON FILE; AND PROVIDING FOR AN EFFECTIVE DATE.**

#### **SECTION 1. Findings.**

**WHEREAS**, as provided in Section 2(b), Article VIII of the Constitution of the State of Florida, and Section 166.021(1), Florida Statutes, the City of Quincy, Florida, a municipal corporation, enjoys all governmental, corporate, and proprietary powers necessary to conduct municipal government, perform municipal functions, and render municipal services, and may exercise any power for municipal purposes, except as expressly prohibited by law; and

**WHEREAS**, as provided in Section 166.021(3), Florida Statutes, the governing body of each municipality in the state has the power to enact legislation concerning any subject matter upon which the state legislature may act, except when expressly prohibited by law; and

**WHEREAS**, City Code of Ordinances Sec. 6-1 establishes, among other things, separation distances between business establishments selling alcoholic beverages and other land uses in the City including churches, schools, County Courthouse, City Hall, cemeteries, day care centers and other like kind establishments including package stores; and

**WHEREAS**, City Code of Ordinances Sec. 6-4 establishes, prohibited public places for the consumption of alcoholic beverages; and

**WHEREAS**, the City Commission has carefully weighed and considered the concern for limiting the proliferation of businesses selling alcoholic beverages as compared to the need for greater flexibility in the location of businesses to promote and encourage economic development and investment; and

**WHEREAS**, this Ordinance is consistent with, and in the interest of, protecting and promoting the public health, safety and welfare.

**NOW THEREFORE, BE IT ENACTED BY THE CITY OF QUINCY, FLORIDA, AS FOLLOWS:**

**SECTION 2. Amendments of Code of Ordinances Chapter 6, Sections 6-1 and 6-4.** Code of Ordinances Chapter 6, Sections 6-1 and 6-4 are hereby amended as follows:

**Chapter 6 – ALCOHOLIC BEVERAGES**

**Sec. 6-1. - Location of alcohol-related business.**

- (a) It shall be unlawful for any person licensed under the state beverage law to conduct, operate or carry on any place of business for the sale of alcoholic beverages within the following places:

All parts of the city except those portions thereof lying along the commercial transportation corridors of U.S. Highway 90, State Road 267, the nine (9) block downtown district and Crawford Street located within the Quincy Community Redevelopment District and or on lands zoned C-1, C-2, LC-1 (subject to section 46-172: Special Uses) and M-1 as shown upon and according to the present official zoning map of the city that exists on ~~August 28, 2012~~ July 1, 2021 (attached as exhibit A; provided, however, that no subsequent change, addition or alteration of any such zone shall in any way enlarge, alter, restrict or change any area within the city insofar as the provisions of this chapter are concerned, unless otherwise provided by ordinance. The distance requirements set forth below are applicable to all establishments except in the case of restaurants located on the corridor which shall be subject to only paragraphs ~~(1) (churches)~~, ~~(2) (1)~~ (schools), and ~~(5) (distance from another alcohol-related business)~~ (2) (city hall).

- ~~(1) No package store, lounge, convenience store (selling alcohol beverage of any kind) or establishment selling any alcoholic beverage that does not exist on the effective date of the ordinance from which this chapter derives shall be located 150 feet of an existing established church, which distance shall be measured along the shortest straight line from the nearest point of the property on which the place of business is located to the nearest point of the property on which the church is located and in use for religious purposes~~
- ~~(2) (1) No package store, lounge, convenience store (selling alcohol beverage of any kind) or establishment selling any alcoholic beverage shall operate 750 500 feet of a school, which distance shall be measured along the shortest straight line from the nearest point of the property on which the place of business is located to the nearest point of the school grounds in use as part of the school facilities.~~
- ~~(3) No package store, lounge, convenience store (selling alcohol beverage of any kind) or establishment selling any alcoholic beverage shall operate 150 feet of the county courthouse, which distance shall be measured along the shortest straight line from the nearest point of the property on which the place of business is located to the nearest point of the property on which the county courthouse is located, except for bona fide restaurants, and special events when a permit has been approved and issued by the city commission.~~
- ~~(4) (2) No change~~

~~(5) No lounge, convenience store (selling alcoholic beverage of any kind) or establishment selling any alcoholic beverage shall operate (however see subsection (8), package stores below) 150 feet of any other established, location in the city for which a license has been issued under the state beverage law, which distance shall be measured along the shortest straight line between the nearest point of the respective properties on which the places of business are located, except for bona fide restaurants located in the downtown district area and special events when a permit has been approved and issued by the city commission.~~

~~(6)~~ (3) No change

~~(7) No lounge, convenience store (selling alcoholic beverage of any kind) or establishment selling any alcoholic beverage shall operate on all portions of those blocks adjoining the courthouse square or those blocks within one block of the courthouse square, which portions are beyond 150 feet of the county courthouse, except bona fide restaurants, and special events when a permit has been approved and issued by the city commission.~~

~~(8) No package stores location in the city for which a license has been issued under the state beverage law shall be within one mile of each other, which distance shall be measured along the shortest straight line between the nearest point of the respective properties on which the place of business are located. All package stores must be located along the identified commercial transportation corridor within the City of Quincy indicated in paragraph (a) above.~~

~~(9)~~ (4) No change

(b)-(e) No change.

#### Sec. 6-4. - Consumption in public places.

~~No person shall partake of any alcoholic beverage upon the public streets or alleys, parks, recreation areas, sidewalk, cemeteries, playgrounds or athletic stadiums of the city. Except to the extent otherwise specifically permitted, no person shall consume any alcoholic beverage while such person is located in or upon any public street, road, alley, lane or sidewalk of the city or upon the premises of any building owned or leased by the city or upon the premises of any other property, either real or personal, owned or leased by the city. Functions sponsored by the city, Quincy CRA, any other governmental unit or any not-for-profit (as designated by the Internal Revenue Service and Florida Division of Corporations) approved by the Quincy City Manager.~~

### SECTION 3. Severability.

If any portion of this Ordinance is deemed by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then the remaining provisions and portions shall remain in full force and effect.

### SECTION 4. Copy on File.

A certified copy of this Ordinance shall be filed with the City Clerk of the City of Quincy.

**SECTION 5. Effective Date.**

This Ordinance shall take effect upon passage.

**INTRODUCED** on first reading in open session of the City Commission of the City of Quincy, Florida, on this \_\_\_\_\_ day of July, A.D. 2021.

**PASSED** on second and final reading in open session of the City Commission of the City of Quincy, Florida, on this \_\_\_\_\_ day of July 2021.

APPROVED:

\_\_\_\_\_  
Ronte R. Harris, Mayor  
Presiding Officer of the City Commission and  
The City of Quincy, Florida

ATTEST:

\_\_\_\_\_  
Janice Y. Shackelford  
Clerk of the City of Quincy and  
Clerk of the City Commission thereof

# **APPOINTMENT TO**

## **Quincy - Gadsden**

### **Airport Authority**

**City of Quincy  
City Commission  
Agenda Request**

Date of Meeting: July 13, 2021

Date Submitted: July 9, 2021

To: Honorable Mayor and Members  
of the Commission

From: Jack L. McLean Jr., City Manager

Subject: **Request for Appointment of Airport Authority  
Representative**

---

**Statement of Issue:**

This is a request for the appointment of Mr. Glenn Weber as a City of Quincy representative on the Quincy-Gadsden Airport Authority.

**Background:**

The Quincy Municipal Airport is a public-use airport located 2 miles northeast of the central business district of the City of Quincy. The airport is publicly owned and provides services to business, industrial, and recreational activities. The airport is an independently chartered entity that is ran by the Quincy-Gadsden Airport Authority. The Authority is a local unit of special purpose government created by Chapter 88-439, Laws of Florida. The Authority was established to provide sound planning for and development and maintenance of the airport, and for managing airport facilities in Gadsden County.

The Quincy-Gadsden Airport Authority is composed of five volunteer members. Two members are appointed by the City of Quincy, two members are appointed by the Gadsden County Board of County Commissioners and one member is appointed by the four appointed members.

The Quincy-Gadsden Airport Authority has recommended appointing Mr. Glenn Weber to the Authority.



**Recommendation:**

**Option 1.** Vote to appoint Mr. Glenn Weber as a City of Quincy Representative on the Quincy - Gadsden Airport Authority.

**Option 2.** Do not appoint Mr. Glenn Weber as a City of Quincy representative on the Quincy - Gadsden Airport Authority.

**Staff Recommendation:**

**Option 1.**

**Attachment:**

1. Quincy-Gadsden Airport Authority Letter of Recommendation



**QUINCY-GADSDEN AIRPORT AUTHORITY**  
**Quincy Municipal Airport (2J9)**  
Post Office Box 1905  
Quincy, Florida 32353  
850-627-2112 [quincyairport@tds.net](mailto:quincyairport@tds.net)

June 8, 2021

The Honorable Ronte Harris, Mayor  
City of Quincy  
404 W. Jefferson Street  
Quincy, Florida 32351

Dear Mayor Harris:

This letter is in support of the appointment of Glenn Weber as one of the City of Quincy's representatives on the Quincy-Gadsden Airport Authority (QGAA). Lee Woodruff is currently serving in this capacity and in accordance with the enabling legislation of the QGAA, Mr. Woodruff is not eligible to serve another consecutive term.

Mr. Weber is a Gadsden County resident and the owner and manager of Quality Discount Meats, in the City of Quincy. He has been actively volunteering in the activities and meetings of the Quincy-Gadsden Airport Authority over the last two years. Mr. Weber will bring a welcome addition of business management and financial expertise to the QGAA Board and a continued commitment to the best interests of the City of Quincy in the current operations and future development of the Quincy Municipal Airport.

At its meeting on May 10, 2021, the QGAA voted unanimously to recommend Glenn Weber as one of the City of Quincy's appointees to the Quincy-Gadsden Airport Authority for a three-year term beginning on July 1, 2021.

The QGAA would like to take this opportunity to thank the Quincy City Commission for its continued commitment to the general aviation community of Gadsden County and looks forward to the continued partnership in this endeavor.

Sincerely,

Janice Watson  
Administrator

cc: The Hon. Freida Bass-Prieto, City Commissioner District 4  
Jack McLean, Quincy City Manager  
Glenn Weber

# **APPROVAL OF**

## **Broadband Grant**

**CITY OF QUINCY  
CITY COMMISSION  
AGENDA REQUEST**

**MEETING DATE:** July 13, 2021

**DATE OF REQUEST:** July 10, 2021

**TO:** Honorable Mayor and Members of the City Commission

**FROM:** Jack L. McLean Jr., City Manager  
Robin Ryals, Utilities Director  
James McKenzie, IT Administrator

**SUBJECT:** Broadband Application

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**Statement of Issue:**

The National Telecommunication and Information Administration (NTIA), the US Department of Commerce, is providing funding opportunities entitled the Broadband Infrastructure Program. On December 27, 2020, Congress passed a consolidated appropriations act 2021 to provide funding for Broadband in rural and difficult access areas. The application date is August 17, 2021. All application packages must be completed, and all supporting documents filed by the due date.

**Background:**

The County Board Chairman, Brenda Holt, and the County Administrator, Ed Dixon, hosted a meeting of all governmental entities in the County to discuss the joint submission of a broadband infrastructure grant on or before August 17, 2021. Present at the meeting were the chief legislative official and chief administrative official for the governmental entities. (All governmental entities were represented except the Sheriff's office and the clerk of court.) It was a highly informative and collaborative meeting. The discussions broadly centered on greater collaboration and joint planning for the County as a whole. The assembly recognized that municipal residents were also residents of the County and that if the County succeeded, Quincy and the other municipalities succeed and vice versa. The grant opportunities discussion focused on the value of collaboration and provided clarity to the possibility for greater community involvement on major infrastructure needs facing Gadsden County.

The school board chairman, Leroy McMillan, and Superintendent of schools, Elijah Key, along with the IT director, John Thomas, stated that the objective of the school system was to make available broadband access for all parents and students in the school system. Mount Pleasant, Concorde, Sawdust, Greensboro, Wetumpka, Aspalanga, Juniper, and Hardaway are remote and have limited broadband access.

The City of Quincy has significant experience in the broadband space and submitted a federal grant application with Honeywell in 2009 for funding to build broadband infrastructure for Gadsden County. The City Commission approved a request for the City to create a Fiber to the Home network in January 2003. The IT department was tasked to design, provide project management, and operate a 79-mile aerial and underground fiber plant delivering broadband data services to the citizens of Quincy. The design specified a Passive Optical Network (PON) infrastructure would deliver up to 1gigabit of bandwidth on the fiber ring. The project went online live in January 2005 and had been running since that time.

The grant requires for mandatory Covered Partnership. Covered Partnership is defined as (a) a State (Florida), or one or more political subdivisions (Gadsden County or any of its municipalities or School Board) of a State; and (b) a provider of fixed Broadband service. Applications may include more than one Broadband provider, and Broadband providers may participate in more than one Covered Partnership.

Gadsden County will be a Covered Partner and will be the lead local government partner. The County is preparing for issuance this week a request for proposal for the fixed Broadband.

Each unit of government in the County committed to supporting the project application.

Two hundred eighty-eight million dollars (\$288,000,000.00) is available nationwide for this funding opportunity. Up to \$50,000 can be used for grant preparation services.

The County's identified The Integrity Group to prepare the grant application and to provide grant administration.

### **Staff Recommendation:**

Staff recommends that City be a Covered Partner in the grant application and that the City Commission approve the City Covered Partnership and the submission of the grant application. The time horizon for grant submission is short, hence the need for quick action by the City Commission.

### **Options:**

1. Vote to approve the City as a Covered Partner in the County's broadband application and approve the grant submission.
2. Vote to deny the City above request.

### **Recommended Option**

#### **Option 1**

# **STATUS UPDATE**

## **On Fiber**