

City of Quincy

City Hall

404 West Jefferson Street

Quincy, Florida 32351

www.myquincy.net



COMMISSION MEETING

Tuesday, May 25, 2021

6:00 PM

City Hall

Commission Chambers

City Commission

Mayor Ronte R. Harris ~ District III

Mayor Pro-Tem Angela G. Sapp ~ District II

Commissioner Keith A. Dowdell ~ District I

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

May 25, 2021

6:00 P.M.

City Hall Commission Chambers

Call to Order

Invocation

Pledge of Allegiance

Roll Call

Approval of Agenda

Special Presentations

Proclamations

Items for Consent by the Commission

1. Approval of Minutes of the April 29, 2021 Reorganization Meeting
 - Janice Shackelford, City Clerk
2. Approval of Minutes of the May 11, 2021 Regular Meeting
 - Janice Shackelford, City Clerk
3. Grants Monthly Report
 - Jack L. McLean Jr., City Manager
 - Dr. Beverly Nash, Grant Writer
4. Human Resources Monthly Report
 - Jack L. McLean Jr., City Manager
 - Ann Sherman, Human Resources Director
5. Customer Service Monthly Reports
Jump Start | Fresh Start | Net New Customers | Deposit Report
 - Jack L. McLean Jr., City Manager
 - Ann Sherman, Human Resources Director
6. Police Monthly Reports
Traffic Report | Monthly Crime Report
 - Jack L. McLean Jr., City Manager
 - Robert Mixson, Interim Police Chief

7. Fire Monthly Reports

Monthly Activity Report | District Calls

- Jack L. McLean Jr., City Manager
- Anthony Baker, Interim Fire Chief

8. Finance Monthly Reports

P-Card Statements | Allocations | Arrearage Report | Cash Requirements | Financial Report| Budget Transfer

- Jack L. McLean Jr., City Manager
- Marcia Carty, Finance Director

Public Hearings and Ordinances as Scheduled or Agendaed

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

9. Resolution Number 1412-2021 – Agreement Pertaining to Loan and Grant from the Florida Department of Environmental Protection for the Solar Array Project

- Jack L. McLean Jr., City Manager
- Marcia Carty, Finance Director

Reports, Requests and Communications by the City Manager

10. Hamilton Street Storm Drainage System Improvements

- Jack L. McLean Jr., City Manager
- Reggie Bell, Public Works Director

11. Policy on Event Rental of City Property

- Jack L. McLean Jr., City Manager
- DeCody Fagg, Parks and Recreation Director

12. Status Update on Joyland

- Jack L. McLean Jr., City Manager

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.

CITY COMMISSION
Thursday, April 29, 2021
6:00 P.M. (Eastern)

REORGANIZATION MEETING
QUINCY, FLORIDA 32351

CITY COMMISSION REORGANIZATION MEETING MINUTES

The City of Quincy City Commission met in an in-person reorganizational meeting on Thursday, April 29, 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
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
Anthony Baker, Interim Fire Chief
Dr. Beverly Nash, Grants
Vancheria Perkins, Executive Assistant to the City Manager
Robin Ryals, Utilities Director
Charles Hayes, Procurement Officer
Jim Southerland Sr., WQTN-13 Administrator
James McKenzie, IT Administrator
Robert Mixson, Police Captain

The reorganization meeting was recorded, televised, and transmitted by way of the TV Channel (WQTN-13). (Note: Digital formatted documents/media are public records.)

• **Called to Order:**

Mayor Harris called the reorganization 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.

Summary of the Discussion by the Commission

City Clerk Janice Shackelford-Clemons administered the oath of office to Commission Elect Ronte Harris, District 3.

Commissioner Harris passed the gavel to City Attorney Gary Roberts, temporary chairman of the reorganization meeting.

City Attorney Gary Roberts opened the floor for nominations for Mayor.

City Attorney Gary Roberts recognized Commissioner Sapp.

Commissioner Sapp stated that Commissioner Harris is short two months from fulfilling a one-year term as Mayor.

Commissioner Sapp stated that it would be befitting that he's allowed to complete a full 12-month term as Mayor.

Commissioner Dowdell stated that Mayor Pro Tem should also remain the same.

Commissioner Sapp made a motion to continue the Mayoral ship of Ronte Harris and Mayor Pro Tem Angela Sapp for two months and continue the reorganizational meeting after the two months have expired.

Commissioner Dowdell seconded the motion.

Commissioner	Vote
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Yes
Mayor Harris	Yes

The Motion carried 5 to 0.

Comments

City Manager

City Manager Jack L. McLean Jr.

- Congratulations to Mayor Ronte Harris.
- Congratulations to Mayor Pro Tem Angela Sapp, and welcome back to both of them.

City Clerk Janice Shackelford

- Welcome back to Mayor Ronte Harris and Mayor Pro Tem Angela Sapp.

City Attorney Gary Roberts

- Congratulations, Mayor Harris, and welcome back to you and Mayor Pro Tem Sapp.

Commission

Commissioner Bass-Prieto

- Welcomed back and congratulations to Mayor Ronte Harris.

Commissioner Dowdell

- Welcome back Mayor Harris and Mayor Pro Tem Sapp.

Commissioner Canidate

- Congratulations Mayor Harris and welcome back.
- Congratulations Mayor Pro Tem Sapp.

Mayor Pro Tem Sapp

- Congratulations Mayor Harris.
- Enjoyed working alongside knowledgeable people.

Mayor Harris

- Thanked you to the citizen in District 3 for their vote of confidence.
- Happy to be back.

The adjournment was motioned by Mayor Harris and seconded by Mayor Pro Tem Sapp at 6:15 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:

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

CITY COMMISSION
Tuesday, May 11, 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 on Tuesday, May 11, 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
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
Anthony Baker, Interim Fire Chief
Dr. Beverly Nash, Grants
Vancheria Perkins, Executive Assistant to the City Manager
Robin Ryals, Utilities Director
Rob Nixon, CRA Manager
Charles Hayes, Procurement Officer
Jim Southerland Sr., WQTN-13 Administrator
James McKenzie, IT Administrator
Josh Williams, Project Manager
Robert Mixson, Police Captain

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.

• **Approval of Agenda**

Mayor Harris asked the Commission to approve the printed Agenda. Mayor Pro Tem Sapp offered a motion to approve the printed Agenda and Commissioner Bass-Prieto seconded the motion.

Commissioner	Vote
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Yes
Mayor Harris	Yes

The Motion carried 5 to 0.

Special Presentations

None

Proclamations

None

Items for Consent by the Commission

1. Approval of Minutes of April 20, 2021, Special Meeting
 - Janice Shackelford-Clemons, City Clerk
2. Approval of Minutes of April 27, 2021, Regular Meeting
 - Janice Shackelford-Clemons, City Clerk
3. City of Quincy 2021 Summer Youth Program
 - Jack L. McLean Jr., City Manager
 - Ann Sherman, Human resources Director
4. Request to Purchase North Substation Main Transformer Switches
 - Jack L. McLean Jr., City Manager
 - Robin Ryals, Utilities Director
5. Decommissioning of Old Substation Transformers
 - Jack L. McLean Jr., City Manager
 - Robin Ryals, Utilities Director
6. Status Update on Report on SmartGrid
 - Jack L. McLean Jr. City Manager
 - James McKenzie, IT Administrator

Summary of the Discussion by Staff and the Commission.

Commissioner Bass-Prieto asked that items #4, Request to Purchase North Substation Main Transformer Switches and #6, Status Update on Report on SmartGrid be pulled for discussion.

Mayor Pro Tem Sapp offered a motion to approve the items for consent, removing items #4, Request to Purchase North Substation Main Transformer Switches and #6, Status Update on Report on SmartGrid for discussion.

Commissioner Bass-Prieto seconded the motion.

Commissioner	Vote
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Yes
Mayor Harris	Yes

The motion carried 5 to 0.

Utilities Director Robin Ryals provided the GL numbers 403-591-531-30341 and stated that the bid upon approval would be locked.

With there being no further discussion, Commissioner Bass-Prieto made a motion to approve item#4, Request to Purchase North Substation Main Transformer Switches and approve the breakers needed to support the new transformers.

Commissioner Dowdell seconded the motion.

Commissioner	Vote
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Commissioner Canidate	Yes
Mayor Pro Tem Sapp	Yes
Mayor Harris	Yes

The motion carried 5 to 0.

Item #6: Status Update on Report on SmartGrid.

City Manager Jack L. McLean Jr. stated that the report given would show the breakout on how the monies were spent for two fiscal years.

IT Administer James McKenzie provided an overview of what was spent through March 31, 2021.

Finance Director Marcia Carty stated that, in the fiscal year 2020, the budget for fiber optic was \$800,000.

Finance Director Marcia Carty stated that the budget could be viewed on the website.

Finance Director Marcia Carty stated to Commissioner Bass-Prieto that she would be happy to sit with her to further discuss the budget.

IT Administrator James McKenzie provided a status report on what is completed, partially completed, and in progress.

Mayor Harris stated that at the end of this process, he would like to see a user-friendly product that customers can utilize and appreciate.

Commissioner Bass-Prieto suggested utilizing the pre-pay as one of the options.

Commissioner Dowdell asked if the fiber project is all hurricane-related.

City Manager Jack L. McLean Jr. stated “yes,” and documentation was provided to FEMA to substantiate the reimbursement of \$800,000.

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

None

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

City Manager Jack L. McLean Jr.

- Stated that a check for \$15,000 was issued to Gadsden County for the Youth Initiative Project.

City Clerk Janice Shackelford

- No comment

City Attorney Gary Roberts

- Announced an Executive Session for the next Regular Meeting of the Commission.

Commission

Commissioner Bass-Prieto

- Applauded Penny O'Connell and Porch Fest.
- Thanked City Manager Jack L. McLean Jr. for helping with Porch Fest.
- Congratulated Pastor Kenneth Frame for being recognized as a volunteer.
- Asked for a flyer of incentive the City offers.
- Big thank-you to Public Works Director Reggie Bell for debris clean-up.
- Encourage everyone not to litter.

Commissioner Dowdell

- Asked about completion of the audit.
- Asked if City Hall was completely back opened.
- Thanked the entire staff for working together during the pandemic.

Commissioner Canidate

- No comment.

Mayor Pro Tem Sapp

- Thanked the staff for all they did during the pandemic to assist the citizens.
- Thanked Public Works Director Reggie Bell for his continued efforts in keeping District 2 clean.
- Thanked Utilities Director Robin Ryals for fixing a street leak.
- Asked the City Manager to place a speed device on MLK between Pat Thomas and Adams Street.
- Commended Main Street on Porch Fest.

- Recognized the passing of Mrs. Dorothy Williams, owner of Williams Funeral Home.
- Thanked the Clerk for the Resolutions.
- Stated that the Code Enforcer's position needs to be filled.
- Asked how slum landlords can be reported.
- Will get with the City Manager on the Crime Prevention meeting agenda.
- Asked if everything was in order for the Car Show.

Mayor Harris made the following comments:

- Light at MLK and Stewart Street is too long.
- Thanked Finance Director Marcia Carty for the security upgrade at City Hall.
- Asked to place Joyland on the next agenda.
- Asked for a status update on the 2020-21 budgeted projects.
- Thanked staff for doing an excellent job during the pandemic.
- Asked for weekly updates from the City Manager.

Comments from the Audience

None

The adjournment was motioned by Mayor Harris and seconded by Mayor Pro Tem Sapp at 8:10 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

City of Quincy, Florida
PROJECT MANAGEMENT – GRANTS
Dr. Beverly A. Nash
April 2021 – Monthly Report

Mission: to maximize funding opportunities with the City of Quincy.

Goals: securing additional funding opportunities; providing greater coordination of grant activities within the City, and facilitating grant activities throughout the City.

- **Federal - Presidential Declarations – FEMA Public Assistance Program**
 - Contract management in consultation with Rostan Solutions, LLC
 - Hurricane Michael (4399DR-FL) – Discussions with Rostan Solutions, LLC regarding contract. Fiber Optic project has not been completed.
 - Hurricane Sally (4564DR-FL) – weekly conference calls with FEMA and State staff regarding deadlines, requirements and regulations – South Stewart Street damages.
 - CARES ACT – COVID-19 – working with the Finance Department to assemble necessary paperwork, proof of payment and other documentation.
- **State - Florida Department of Economic Opportunity, Rural Infrastructure Grant (RIF), Planning and Preparation Grant, Agreement Number: D0150** (Vendors/Contractors: Beth Cicchetti (Kirkland), Executive Director, Gadsden County Development Council (GCDC) and Dewberry Engineers)
 - Submitted quarterly report to FL Department of Economic Opportunity.
 - Submitted financial/reimbursement request to DEO.
 - Worked on payment and documentation/task orders for Dewberry Engineers.
- **State and Federal - Rebuild Florida – Hometown Revitalization Program, Florida Department of Economic Opportunity (DEO) and US Department of Housing and Urban Development (HUD) Community Development Block Grant**
 - Conference calls and zoom meetings with application development team/partners on task orders/work plan/assignments – twice weekly to ensure deadline completion.
 - Funds Requested: \$3,628,906.28.
 - Application submittal deadline: April 16, 2021 – Application for Funding submitted on April 15, 2021.
- **Federal - R2P2 Partnership Program, FEMA/US EPA, Region 4 – Part 2 – The Florida Panhandle Regional Recreation Economy – Building an Alliance for Long-Term Resilience and Economic Recovery.**
 - Weekly zoom conference meetings with alliance and R2P2 team on regional recreational economy alliance activities, funding and initiatives.
 - Market Value to the City of Quincy = \$40,000 – \$50,000.00 (free technical assistance and marketing).
- **Federal - AmeriCorps/VISTA/BRACE**
 - Presented to City Commission the continuation, Year 2, of the volunteer services of Hunter Harris, market value = \$59,740.00 (federal share); \$6,500.00 (City of Quincy share).
 - Site Visit and review by BRACE/VISTA personnel.
 - Hunter's quarterly performance review completed.
- **State – Hazard Mitigation Grant Program (HMGP), Gadsden County Local Mitigation Strategy (LMS), Florida Division of Emergency Management, Project 4399 (278).**
 - Worked on FDEM, Recovery Bureau, Risk Assessment Questionnaire and Federally Funded Agreement for applicant (City of Quincy), \$95,943.75 (Virginia Street Lift Station), cost reimbursement, 75/25 match.
 - Waiting on final results, scope of work and costs (2) from RFP process.
- **Florida Legislative 2021 Appropriation Process** – Submitted appropriation requests/projects (5) to the House and Senate – Quincy Fire Truck and Aerial Ladder Replacement is in final committee for approval. Amount = \$755,340.00. Submitted written narrative and other documentation to House and Senate staff. Committees approved full funding of fire truck. Waiting on final budget approval by Governor.

HUMAN REOSOURCES
MONTHLY REPORT
April 21, 2021– May 21, 2021

NEW HIRES

Name	Department	Ethnicity	Gender
RaShad Baker	Public Works	B	M
Christopher Highman	Parks & Recreation	B	M
Brian Johnson	Utilities	B	M
Raymond Brown	Utilities	W	M
Nicholas Finuff	Utilities	W	M
Ana Centeno	Police	H	F
Stacey Dilmore	Police	W	M
Adam Hartin	Police	W	M
Christopher Canceco	Police	W	M

PROMOTIONS

Department	Ethnicity	Gender

RESIGNATIONS

Name	Department	Ethnicity	Gender
Toren Wood	Public Works	B	M
Brian Barnes	Fire	B	M

TERMINATIONS

Name	Department	Ethnicity	

RETIREMENT

Name	Department	Ethnicity	Gender

**CUSTOMER SERVICE
MONTHLY REPORT
April 22, 2021 – May 19, 2021**

New Accounts

Account #	Address
8575002	1824 Inlet St
8246016	Arbor Crest Apt 2314
2841020	1031 MLK Blvd
5743011	635 Strong Rd Apt 82
6561003	810 Arlington Circle
5410008	542 N Adams St
6619014	Arbor Crest Apt 3202
8219015	Arbor Crest Apt 2207
2421012	1001 4 th St
543012	115 E Crawford St
850015	607 W King St
1734023	416 W Crawford St
2825015	771 Pat Thomas Pkwy
8565002	100 Hillside Dr
538024	106 S Duval St Apt B
1919029	218 S 10 th St
4578026	Parkview Gardens Apt D-116
5026021	Parkview Gardens Apt A-201
4607029	Parkview Gardens Apt K-145
3919032	28 Milliken Dr
4495019	Gadsden Arms Apt 33
6511004	417 6 th St
8206022	Arbor Crest Apt 2105
4108025	944 Strong Rd Apt 23
8593001	175 Oak Grove Ln
5285009	200 Greenwood Cir Apt 215
2547018	122 N Cleveland St Apt 5-B
5269010	200 Greenwood Cir Apt 234
4426035	1333 E Jefferson St Lot 7
3779017	948 Attapulugus Hwy

6723015	Arbor Crest Apt 1205
4530025	Gadsden Arms Apt 74
5873007	1131-C Live Oak St
205018	803 E. Jefferson St
2545035	122 N Cleveland St Apt 4-B
4854020	Parkview Gardens Apt L-147
410018	212 N. Duval St
4487019	Gadsden Arms Apt 26
Total: 38	

Closed Accounts

Account #	Address
8575001	1824 Inlet St
8246015	Arbor Crest Apt 2314
6561002	810 Arlington Circle
5410007	542 N Adams St
543011	115 E Crawford St
850014	607 W King St
1734022	416 W Crawford St
2825014	771 Pat Thomas Pkwy
1919028	218 S 10th St
4578025	Parkview Gardens Apt D-116
5026020	Parkview Gardens Apt A-201
4607028	Parkview Gardens Apt K-145
4495018	Gadsden Arms Apt 33
8206021	Arbor Crest Apt 2105
4108024	944 Strong Rd Apt 23
2547017	122 N Cleveland St Apt 5-B
439013	420 N Madison St
4530024	Gadsden Arms Apt 74
5491010	122 Circle Dr
5309016	104 E Washington St
4528016	Gadsden Arms Apt 64
2841020	1032 MLK Jr Blvd
4988021	1922 W Jefferson St
4520018	Gadsden Arms Apt 48

5624011	437 S Cleveland St
3919031	28 Milliken
6313004	405 Strong Rd Apt 5-A
4561016	Gadsden Arms Apt 95
1418021	501 W Washington St
30012	11 McArthur St
1170016	338 N 11 th St
6561002	810 Arlington Cir
8219014	Arbor Crest Apt 2207
6619013	Arbor Crest Apt 3202
3779016	948 Attapulugus Hwy
6723014	Arbor Crest Apt 1205
5873006	1131-C Live Oak St
2545034	122 N Cleveland St Apt 4-B
1681203	1209 W Crawford St
6626017	Arbor Crest Apt 3303
410017	212 N. Duval St
4676011	922 Sikes St
4854016	Parkview Gardens Apt L-147
410017	212 N Duval St
4487018	Gadsden Arms Apt 26
2352013	310 S Bay St
56670058	1606 W Jefferson St
4548019	Gadsden Arms Apt 66
5528005	2017 Flagler St
5630025	852 S. Virginia St
Total: 50	

Fresh Start Program

Account #	Address

Jump Start Program

Account #	Address
4426035	1333 E Jefferson St Lot 7

Net New Customer Program

Account #	Address

Monthly Cash Reports

Month	Cash	Checks	Point & Pay	Totals
January	\$285,933.16	\$694,896.00	\$407,956.08	\$1,388,785.24
February	\$251,641.24	\$1,135,533.40	\$447,196.11	\$1,834,370.75
March	\$273,497.31	\$948,916.60	\$574,549.81	\$1,796,963.72
April	\$205,143.89	\$978,641.23	\$370,146.66	\$1,553,931.78

Monthly Extensions

Date	Account #	Address
4/22/2021	56670458	524 Williams St
4/22/2021	2063005	546 Lincoln St
4/22/2021	647012	18 S Adams St
4/22/2021	2603019	400 S Adams St
4/22/2021	5219005	905 Sikes St
4/26/2021	3138011	85 Reed St
4/26/2021	8259003	517 – A Main St
4/26/2021	4146010	45 New Bethel Rd
4/26/2021	5130013	500 S Atlanta St K-144
4/27/2021	276014	527 B W Roberts St
4/27/2021	1093018	1107 N Magnolia Dr
4/27/2021	5896007	1029 W Clark St
4/28/2021	1403016	621 W Franklin St
4/27/2021	2573040	122 N Cleveland St Apt 19
4/28/2021	40041	16 Patton St
4/28/2021	1079012	915 E. Magnolia St
5/3/2021	2347021	602 Cooper St
5/3/2021	244017	318 Stanley St
5/3/2021	1724029	411 W Crawford St
5/6/2021	5177015	317 W Franklin St

5/7/2021	2962011	781 S Duval St
5/7/2021	4566020	Parkview Gardens Apt A-103
5/10/2021	4632018	Parkview Gardens Apt Q-169
5/10/2021	3752028	37 Carrol Hopkins Ln
5/10/2021	3340013	733 S Shelfer St
5/10/2021	3140021	62 Cumming Ln
5/10/2021	4628022	Parkview Gardens Apt P-165
5/11/2021	2677013	19 Wallace Dr
5/11/2021	5678006	635 Strong Rd Apt 27
5/12/2021	3384016	1029 Flagler St
5/12/2021	4661031	Parkview Gardens Apt N-227
5/12/2021	1896017	312 Cooper St
5/12/2021	2603019	400 S Adams St
5/12/2021	4055020	426 Circle Dr
5/12/2021	5688010	635 Strong Rd Apt 35
5/17/2021	5171003	41 N Shelfer St
5/18/2021	1812024	337 S Key St
5/18/2021	4538015	Gadsden Arms Apt 81
5/19/2021	15016	363 E Crawford St
Total: 39		

Quincy Police Department
Monthly Traffic Enforcement Report
APRIL 2021

For the month of APRIL 2021, the Quincy Police
Department reports:

Citations

13

Warnings

61

Quincy Police Department
Monthly Traffic Enforcement Report
APRIL 2021

District 1

VIOLATION	DATE	LOCATION	WARNING	CITATION
Unlawful Speed				
Unlawful speed	04/01/2021	MLK BLVD/Shelfer St	X	
Unlawful speed	04/01/2021	MLK BLVD/Willie Ruth St	X	
Unlawful speed	04/07/2021	Live Oak/Pat Thomas Pkwy	X	
Unlawful speed	04/13/2021	S Cleveland St/Stevens Dr	X	
Unlawful speed	04/23/2021	MLV BLVD/Cleveland St	X	
Unlawful speed	04/29/2021	Pat Thomas Pkwy/WalMart	X	
Aggressive Driving				
DUI				
Other Moving				
Viol of right way	04/16/2021	Jefferson St/Cleveland St	X	
Infractions				
Non-Moving				
Stop Sign Viol	04/15/2021	W Jefferson St/Cleveland St		X
Stop Sign Viol	04/18/2021	Eml St/Cleveland St	X	
Stop Sign Viol	04/19/2021	MLK BLVD/Virginia St	X	
Expired tag	04/27/2021	Pat Thomas PKWY		X
Infractions				
No tag	04/06/2021	ELM St/Pat Thomas Pkwy	X	
Faultily Equipment	04/07/2021	14 th St/Jefferson St	X	
No DL	04/07/2021	Pat Thomas Pkwy/Crawford St		X
Faultily Equipment	04/09/2021	W Jefferson St	X	
Faultily Equipment	04/13/2021	Live Oak/Lincoln St	X	
Blue light displayed	04/17/2021	W Jefferson St	X	

Quincy Police Department
Monthly Traffic Enforcement Report
APRIL 2021

District 2

VIOLATION	DATE	LOCATION	WARNING	CITATION
Unlawful Speed				
Unlawful Speed	04/09/2021	Jefferson St/Calhoun St		X
Unlawful Speed	04/09/2021	Jefferson St/Stewart St		X
Unlawful Speed	04/13/2021	MLK BLVD/11 th Street	X	
Unlawful speed	04/15/2021	Jefferson St/ Stewart St	X	
Unlawful speed	04/15/2021	S Key St/4 th St	X	
Unlawful speed	04/16/2021	MLK BLVD/11 th Stewart St	X	
Aggressive Driving				
Passing on DBL Yellow line	04/26/2021	Laura St/Clay St		X
DUI				
Other Moving				
Infractions				
Faultily Equipment	04/07/2021	Jefferson St/Adams St	X	
Stop Sign Viol	04/19/2021	MLK BLVD/ Track Field		X
Stop sign viol	04/19/2021	MLK BLVD/Track Field	X	
Non-Moving				
Infractions				
Expired tag	04/01/2021	N Betlinet/W Betlinet St		X
No Headlight	04/14/2021	Adams St/Davis St	X	
Expired DL	04/24/2021	Cooper St/Brumby St	X	
Seat Belt viol	04/29/2021	Laura St/Clay St	X	

District 3

[illegible]

Quincy Police Department
Monthly Traffic Enforcement Report
APRIL 2021

District 4

VIOLATION	DATE	LOCATION	WARNING	CITATION
Unlawful Speed				
Unlawful speed	04/05/2021	Calhoun St/Washington St	X	
Unlawful Speed	04/05/2021	W King St	X	
Unlawful Speed	04/06/2021	Jefferson St/Adams St	X	
Unlawful Speed	04/06/2021	Jefferson St/Adams St		X
Unlawful speed	04/14/2021	E Jefferson St	X	
Unlawful speed	04/15/2021	Jefferson St/Monroe St	X	
Unlawful speed	04/19/2021	E Jefferson St/Adams St	X	
Unlawful speed	04/23/2021	Love St/Jefferson St	X	
Unlawful speed	04/27/2021	Jefferson St/Marshall St	X	
Unlawful speed	04/29/2021	14 th St/King St		X
Unlawful speed	04/29/2021	Jefferson St/Malcom St	X	
Aggressive Driving				
DUI				
Other Moving				
Improper passing	04/07/2021	Washington/Key St		
Careless driving	04/24/2021	King St/Adams St	X	
Infractions				
Stop Sign Viol	04/02/2021	Franklin St/Steward St	X	
Stop Sign Viol	04/05/2021	Franklin St/Stewart St	X	
Stop sign viol	04/20/2021	W King St/Ward Lot	X	
Stop sign viol	04/21/2021	King St/Monroe St	X	
Stop sign viol	04/21/2021	King St/9 th St	X	
Non-Moving				
No seat belt	04/07/2021	Ward lot	X	
No Headlight	04/16/2021	W Jefferson St	X	
No Headlight	04/23/2021	Jefferson St/Madison St	X	
Broken Headlight	04/23/2021	Jefferson St/Ward St	X	
Infractions				
Weight limit	04/06/2021	King St/Camilla St	X	
Weight limit	04/20/2021	Jefferson St/Ward Lot	x	

Quincy Police Department
Monthly Traffic Enforcement Report
APRIL 2021

District 5

VIOLATION	DATE	LOCATION	WARNING	CITATION
Unlawful Speed				
Unlawful speed	04/13/2021	W Jefferson St	X	
Unlawful speed	04/19/2021	Jefferson St/PTP		X
Aggressive Driving				
DUI				
Other Moving				
Infractions				
Non-Moving				
Infractions				

Quincy Police Department

Citywide Incident Summary

April 2021

	District One	District Two	District Three	District Four	District Five
Assault	1	0	0	0	2
Battery	1	6	4	1	4
Residential Burglary	4	4	0	2	1
Vehicle Burglary	0	1	1	1	2
Stolen Vehicle	3	2	0	1	0
Shooting Incident	2	1	0	0	1
House/Business Checks	317	317	195	194	358
Foot Patrols	11	5	10	2	22
Escorts, funeral	1	3	5	2	1
Escorts, business	1	1	5	36	5
Suspicious Incidents	14	17	13	10	15
Alarm Activations	3	4	6	12	4
Verbal Disturbance	14	31	8	7	19
Loud Noise/Music	9	7	2	6	4
Animal Complaint	0	2	0	2	2
Baker Act	1	5	2	3	2
Trespassing	1	8	2	2	2
Missing Person	0	0	1	1	0
Wanted Person	1	0	0	0	0
Lost/Stolen Tag	1	0	0	0	0
Bomb Threat	0	0	0	0	0
Fire	1	1	0	0	3



Quincy Fire Dept. Monthly Report April 2021



	<u>2021</u>	<u>2020</u>
Total Fire Calls	73	36
City	27	16
County	46	20
Total Man Hours	144 hrs	79 hrs 46 mins
City	54 hrs 25 mins	23 hrs 8 mins
County	89 hrs 35 mins	56 hrs 38 mins
Type Fire Calls - City		
Structure Fire	1	0
Vehicle Fire	6	0
False Alarm	5	5
Hazard	3	6
Rescue	1	0
Wood & Grass	5	0
Other	11	5
Type Fire Calls - County		
Structure Fire	4	3
Vehicle Fire	9	2
False Alarm	1	1
Hazard	2	3
Rescue	0	0
Woods & Grass	4	6
Other	18	4
Fire Causes		
Accidental	12	7
Undetermined	7	5
Suspicious	0	0
Arson	1	0
Average Response Time		
City	5 mins	4.8 mins
County	9.27 mins	11 mins
Average Firefighters per Call		
City	3.43	4.4
County	2.96	3.15
Average Time Spent per Call		
City	30.40 mins	14.93 mins
County	29.91 mins	40.52 mins

	<u>2021</u>	<u>2020</u>
Responses Out of District	0	1
Mutual Aid Responses *	2	2
Deaths	1	0
Injuries	0	0
Fire Prevention Programs	1	0
Fire Safety Inspection	25	4
Fire Investigation	0	0
Plans Review	0	0
Training Man Hours	314 hrs	343 hrs
Hydrants Serviced/Painted	589	0
Utility Turn Ons	3	1
Smoke Detector/Battery Installs	10	0



Quincy Fire Dept. District Fire Calls April 2021



<u>District</u>	<u>Location</u>	<u>Type of Incident</u>
District 1		
4/1/2021	610 Hogan Lane	Arcing, shorted electrical equipment
4/10/2021	1509 Hardin Street	Tree limb fire
4/16/21	790 S. Virginia Street	Smoke detector activated/malfunction
4/17/2021	1830 W. King Street	Smoke detector activated/malfunction
4/18/2021	871 Arlington Street	False alarm
District 2		
4/1/2021	411 W. Crawford Street	Trash fire
District 3		
4/8/2021	339 E. Jefferson Street	Stalled elevator
4/9/2021	220 E. Clark Street	Alarm system activation, no fire
4/13/2021	238 S. Lowe Street	High angle rescue
4/4/2021	21 W. King Street	Vehicle fire
4/4/2021	21 W King Street	Vehicle fire
4/18/2021	329 N. Jackson Street	CO Detector activation
4/24/2021	604 W. Washington Street	Smoke detector activation
District 5		
4/1/2021	510 N 14th Street	Electrical problems
4/13/2021	807 W. Franklin Street	Electrical wiring/equip problem
4/21/2021	1820 W. Jefferson Street	Fire in structure
4/21/2021	122 N. Graves Street	EMS call
4/23/2021	1215 W. Franklin Street	Outside rubbish fire



FL CITY OF QUINCY
XXXX-XXXX-XXXX-5777
April 05, 2021 - May 04, 2021

Purchasing Card

Company Statement

Account Information	Payment Information	Account Summary
Mail Billing Inquiries to: BANKCARD CENTER PO Box 660441 Dallas, TX 75266-0441 TTY Hearing Impaired: Dial "711" Outside the U.S.: 1.509.353.6656 24 Hours For Lost or Stolen Card: 1.888.449.2273 24 Hours	Statement Date 05/04/21 Payment Due Date 05/18/21 Days in Billing Cycle 30 Credit Limit \$250,000 Cash Limit \$50,000 Total Payment Due \$7,236.21	Previous Balance \$12,358.99 Payments -\$12,358.99 Credits -\$40.00 Cash \$0.00 Purchases \$7,276.21 Other Debits \$0.00 Overlimit Fee \$0.00 Late Payment Fee \$0.00 Cash Fees \$0.00 Other Fees \$0.00 Finance Charge \$0.00 Current Balance \$7,236.21

Important Messages

Please do not send payment. Your automatic payment is scheduled to be credited to this account on 05/18/21.

Global Card Access - your card information whenever, wherever and however you need it. From the dashboard, you can quickly check your credit limit, balance, available credit and recent card activity. Other features like View PIN, Change PIN, Lock Card and Alerts help you keep your card secure. For added convenience, you can easily view or download your current statement up to 12 months of past statements. Visit www.bofa.com/globalcardaccess to register your card and start using Global Card Access today.

Cardholder Activity Summary

Account Number	Credits	Cash	Purchases and Other Debits	Total Activity
<i>Credit Limit</i>				

1235899 0723621 0723621 4715290003775777

BANK OF AMERICA
PO BOX 15731
WILMINGTON, DE 19886-5731

FL CITY OF QUINCY
404 W JEFFERSON ST
QUINCY, FL 32351-2328

Account Number: XXXX-XXXX-XXXX- 5777
April 05, 2021 - May 04, 2021

Total Payment Due \$7,236.21
Payment Due Date 05/18/21

Enter payment amount

\$

Mail this coupon along with your check payable to:
BANK OF AMERICA

FL CITY OF QUINCY
XXXX-XXXX-XXXX-5777
April 05, 2021 - May 04, 2021
Page 3 of 4

Cardholder Activity Summary

Account Number	Credits	Cash	Purchases and Other Debits	Total Activity
BELL, REGINALD XXXX-XXXX-XXXX-5834				
5,000	0.00	0.00	2,065.00	2,065.00
DEPARTMENT, FIRE XXXX-XXXX-XXXX-1137				
5,000	0.00	0.00	124.10	124.10
FAGG, DECODY XXXX-XXXX-XXXX-9825				
5,000	0.00	0.00	979.93	979.93
JR., JACK L. MCLEAN XXXX-XXXX-XXXX-6847				
5,000	0.00	0.00	2,795.85	2,795.85
PENNINGTON, MICHAEL XXXX-XXXX-XXXX-3251				
5,000	0.00	0.00	130.21	130.21
SAPP, GLENN H XXXX-XXXX-XXXX-2285				
5,000	0.00	0.00	521.70	521.70
SHERMAN, ANN XXXX-XXXX-XXXX-0634				
5,000	0.00	0.00	39.26	39.26
TECHNOLOGY, INFORMATION XXXX-XXXX-XXXX-5776				
5,000	40.00	0.00	620.16	580.16

Transactions

Posting Transaction Date Date	Description	Reference Number	MCC	Charge	Credit
FL CITY OF QUINCY					Total Activity
Account Number: XXXX-XXXX-XXXX-5777					-\$12,358.99
04/16 04/16	AUTO PAYMENT DEDUCTION		0071		12,358.99
BELL, REGINALD					Total Activity
Account Number: XXXX-XXXX-XXXX-5834					2,065.00
04/23 04/22	AMZN Mktp US*2H96V3X23 Amzn.com/billWA	24692161112100463030508	5942	81.26	
04/26 04/23	AMZN Mktp US*ZB4RM4SB3 Amzn.com/billWA	24692161113100925826013	5942	32.18	
04/26 04/23	AMZN Mktp US*XJ5YH3N13 Amzn.com/billWA	24692161113100961336430	5942	1,099.00	
04/27 04/26	AMZN Mktp US*X98QA9XG3 Amzn.com/billWA	24692161116100355432545	5942	129.98	
04/28 04/27	AMZN Mktp US*TA7XA2I33 Amzn.com/billWA	24692161117100833696371	5942	51.94	
04/30 04/29	WASTE UNIV. 352-682-4007 FL	24492151120852104755702	8249	511.10	
05/03 04/30	MARATHON PETRO250035 LIVE OAK FL	24034541120004288571763	5542	37.01	
05/03 04/30	GADSEN COUNTY TAX COLL QUINCY FL	24427331120740277357406	9311	122.53	
DEPARTMENT, FIRE					Total Activity
Account Number: XXXX-XXXX-XXXX-1137					124.10
04/21 04/20	WM SUPERCENTER #488 QUINCY FL	24445001111400165950154	5411	87.65	
04/26 04/23	THE HOME DEPOT #6374 TALLAHASSEE FL	24943011114010183118479	5200	36.45	
FAGG, DECODY					Total Activity
Account Number: XXXX-XXXX-XXXX-9825					979.93
04/07 04/06	ACADEMY SPORTS #112 TALLAHASSEE FL	24493981097400669000086	5941	49.95	
04/29 04/28	DICK'S SPORTING GOODS TALLAHASSEE FL	24941351119761043442411	5941	929.98	
JR., JACK L. MCLEAN					Total Activity
Account Number: XXXX-XXXX-XXXX-6847					2,795.85
04/05 04/02	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	24492151092637292934282	4814	149.90	
04/05 04/02	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	24492151092637287443422	4814	1,589.50	
04/12 04/08	FLORIDA POLICE CHIEFS 850-2193631 FL	24559301099900012255386	8398	200.00	
04/14 04/13	INT'L CODE COUNCIL INC 888-422-7233 IL	24692161103100491488513	8999	348.00	
04/14 04/13	ROSES EXPRSS STORE #665 QUINCY FL	24941441104091770000018	5651	89.85	
04/19 04/16	THE GREENERY FLORAL AND QUINCY FL	24055231107091469000034	5992	194.98	
04/19 04/18	WM SUPERCENTER #1223 TALLAHASSEE FL	24445001109400175284119	5411	30.44	
04/20 04/19	PUBLIX #1306 TALLAHASSEE FL	24137461110001298722229	5411	131.80	
04/20 04/19	PUBLIX #1306 TALLAHASSEE FL	24137461110001298722302	5411	21.38	
05/03 05/02	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	24011341122000050220530	4814	40.00	
PENNINGTON, MICHAEL					Total Activity
Account Number: XXXX-XXXX-XXXX-3251					130.21
04/28 04/27	GADSEN COUNTY TAX COLL QUINCY FL	24427331117740270232569	9311	130.21	
SAPP, GLENN H					Total Activity
Account Number: XXXX-XXXX-XXXX-2285					521.70

Transactions

Posting Transaction

Date	Date	Description	Reference Number	MCC	Charge	Credit
04/07	04/06	IDI 561-757-4000 FL	24431061097700905031084	8999	5.50	
04/08	04/06	PLATINUM AUTO SPA EXPRESSQUINCY FL	24269791097500667782547	7542	27.00	
04/12	04/09	TALON TACTICAL OUTFITT MIDWAY FL	24388941099939144082193	5941	149.95	
04/15	04/14	4TE*SONITROL OF TALLAHASSTALLAHASSEE FL	24445001104200099894901	7393	110.00	
04/19	04/17	LOWES #00417* 850-386-5022 FL	24692161108100019350059	5200	43.80	
04/19	04/18	WAL-MART #4427 TALLAHASSEE FL	24226381109400005831171	5411	3.47	
04/21	04/20	AMZN Mktp US*FB7678Z53 Amzn.com/billWA	24692161110100803771367	5942	45.99	
04/23	04/21	PLATINUM AUTO SPA EXPRESSQUINCY FL	24269791112500673671495	7542	20.00	
04/26	04/24	GADSDEN MINI STORAGE 850-875-1077 FL	24194331115017048400197	4225	75.00	
04/27	04/26	AUTOZONE #2455 QUINCY FL	24137461117001303112021	5533	29.99	
05/03	04/30	PLATINUM AUTO SPA EXPRESSQUINCY FL	24269791121500896739045	7542	11.00	

SHERMAN, ANN

Account Number: XXXX-XXXX-XXXX-0634

Total Activity
39.26

04/16	04/15	BELL AND BATES HOME CNTR QUINCY FL	24801971106091424000201	5251	39.26	
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TECHNOLOGY, INFORMATION

Account Number: XXXX-XXXX-XXXX-5776

Total Activity
580.16

04/05	04/01	IN *ZOEYBJ 850-5906513 FL	24692161092100263844722	7372	75.00	
04/12	04/09	ADOBE PHOTOGRAPHY PLAN 408-536-6000 CA	24943001099700546917878	5734	9.99	
04/15	04/14	AMAZON.COM*8J7HI0HY3 AMZNAMZN.COM/BILLWA	24431061105083712534792	5942	34.11	
04/22	04/21	CITY OF QUINCY UTILITIES QUINCY FL	74377351112000002977447	4900		20.00
04/22	04/21	CITY OF QUINCY UTILITIES QUINCY FL	74377351112000002977629	4900		20.00
04/28	04/27	eBay O*22-06972-03589 San Jose CA	24204291117005143388724	5311	37.99	
04/28	04/27	AMZN Mktp US*RC1F88SX3 Amzn.com/billWA	24692161117100161617254	5942	16.99	
04/30	04/29	AMZN Mktp US*C44513YK3 Amzn.com/billWA	24692161119100513262930	5942	371.08	
05/03	05/01	IN *ZOEYBJ 850-5906513 FL	24692161122100479599700	7372	75.00	

Finance Charge Calculation

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	0.00%	\$0.00	\$0.00
CASH	0.00%	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

P-Card Allocations for APRIL 2021

BANK OF AMERICA			Vendor# 11646	5-Apr		April 5, 2021 - May 4, 2021
Department	Date	Amount	Vendor Name	GL Number	COVID	Justification
FIRE	4/20/2021	\$ 87.65	Walmart	001-230-522-30522	No	Building Maintenance and Hydrant Paint
FIRE	4/23/2021	\$ 36.45	Home Depot	001-210-522-30463	No	Kitchen Blinds
POLICE	4/6/2021	\$ 5.50	IDI	001-210-521-30492	No	Investigative Function
POLICE	4/6/2021	\$ 27.00	Platinum Auto Spa	001-220-521-30522	No	Car Wash for Patrol Car
POLICE	4/9/2021	\$ 149.95	Talon Tactical Outfitt	001-210-521-30521	No	Glock Magazines for Firearms
POLICE	4/14/2021	\$ 110.00	Sonitrol	001-210-521-30492	No	Security Service for Police Department
POLICE	4/17/2021	\$ 43.80	Lowes	001-210-521-30521	No	Surge Protectors/Blank Plates for Switch
POLICE	4/18/2021	\$ 3.47	Walmart	001-210-521-30491	No	Door Stop to Prevent Holes in Walls
POLICE	4/20/2021	\$ 45.99	Amazon	001-210-521-30491	No	Ink for ID Cards
POLICE	4/21/2021	\$ 20.00	Platinum Auto Spa	001-210-521-30491	No	Car Wash for Patrol Car
POLICE	4/24/2021	\$ 75.00	Gadsden Mini Storage	001-210-521-30406	No	Shed for Records
POLICE	4/26/2021	\$ 29.99	Autozone	001-210-521-30404	No	Oil for Vehicle 123
POLICE	4/30/2021	\$ 11.00	Platinum Auto Spa	001-220-521-30407	No	Car Wash for Patrol Car
HUMAN RESOURCE	4/15/2021	\$ 39.26	Bell and Bates	400-274-513-30511	No	Postage to Return Money Counter
CITY MANAGER	4/2/2021	\$ 149.90	Zoom	508-539-539-60644	No	Zoom Subscription
CITY MANAGER	4/2/2021	\$ 1,589.50	Zoom	508-539-539-60644	No	Zoom Room
CITY MANAGER	4/8/2021	\$ 200.00	Florida Police Chiefs	001-260-513-30343	No	Police Chief Position Advertisement
CITY MANAGER	4/13/2021	\$ 348.00	Int'l Code Council	001-260-513-30343	No	Police Chief Position Advertisement
CITY MANAGER	4/13/2021	\$ 89.85	Roses	001-110-511-30491	No	Frames for Proclamations and Resolutions
CITY MANAGER	4/18/2021	\$ 194.98	The Greenery	001-110-511-30491	No	Floral Arrangements for Citizens' Funerals
CITY MANAGER	4/18/2021	\$ 30.44	Walmart	001-210-521-30520	No	Items for Police Chief Retirement
CITY MANAGER	4/19/2021	\$ 131.80	Publix	001-210-521-30521	No	Items for Police Chief Retirement
CITY MANAGER	4/19/2021	\$ 21.38	Publix	001-210-521-30521	No	Items for Police Chief Retirement
CITY MANAGER	5/2/2021	\$ 40.00	Zoom	508-539-539-60644	No	Zoom Monthly Subscription
PARKS & REC	4/6/2021	\$ 49.95	Academy Sports	001-310-572-30540	No	Kickballs for Coed Kickball League
PARKS & REC	4/28/2021	\$ 929.98	Dick's Sporting Goods	001-310-572-30540	No	Basketball Goal for Hillside Park

PUBLIC WORKS	4/23/2021	\$	81.26	Amazon	407-422-536-30493	Yes	Asurion 3 Year Electronics Protection Plan
PUBLIC WORKS	4/23/2021	\$	32.18	Amazon	001-440-519-60644	Yes	Social Distancing Floor Decals
PUBLIC WORKS	4/23/2021	\$	1,099.00	Amazon	001-440-519-60644	Yes	Face Recognition-Body Temperature Scanner
PUBLIC WORKS	4/26/2021	\$	129.98	Amazon	001-440-519-60644	Yes	2 Crowd Control Barrier for City Hall
PUBLIC WORKS	4/27/2021	\$	51.94	Amazon	001-440-519-60644	Yes	Stainless Steel Sign Holders
PUBLIC WORKS	4/29/2021	\$	511.10	Waste University	407-422-536-30493	No	Spotter Training for 2 Employees
PUBLIC WORKS	4/30/2021	\$	37.01	Marathon Petro	001-430-541-30403	No	Fuel for Public Works Vehicle
PUBLIC WORKS	4/30/2021	\$	122.53	Gadsden Co. Tax Collector	001-410-539-30521	No	Tag for City Vehicle
UTILITIES	4/27/2021	\$	130.21	Gadsden Co. Tax Collector	403-520-531-30491	No	Tag for City Vehicle
INFO TECH	4/1/2021	\$	75.00	ZoeyBJ	508-539-539-30430	No	Monthly Website Hosting
INFO TECH	4/9/2021	\$	9.99	Adobe	508-539-539-60644	No	Monthly Subscription
INFO TECH	4/14/2021	\$	34.11	Amazon	508-539-539-30491	No	Batteries for IT
INFO TECH	4/21/2021	\$	(20.00)	City of Quincy Utilities	508-539-539-30491	No	Point and Pay Refund
INFO TECH	4/21/2021	\$	(20.00)	City of Quincy Utilities	508-539-539-30491	No	Point and Pay Refund
INFO TECH	4/27/2021	\$	37.99	Ebay	508-539-539-60644	No	Power Supply for QPD
INFO TECH	4/27/2021	\$	16.99	Amazon	508-539-539-30491	No	Equipment for SmartGrid
INFO TECH	4/29/2021	\$	371.08	Amazon	508-539-539-30491	No	Equipment for SmartGrid
INFO TECH	5/1/2021	\$	75.00	ZoeyBJ	508-539-539-30491	No	Monthly Website Hosting
		\$	7,236.21				

Aged Accounts Receivable

Utility Accounts Current and 30 Days Past Due (or with Payment Plans)

APRIL 2021

Account Number	Current 04.30.2021	30 Day 03.31.2021	60 Day 02.28.2021	90 Day 1.31.2021	Account Balance	STATUS	DATE
Cycle 1 Minimum Balance 50.00							
56670058	4,341	2,403	866	6,715	14,324	NP	5/19/2021
3223012	3,635	1,714	564	7,921	13,834	NP	5/19/2021
1520014	6,864	220	0	0	7,085	NC	5/19/2021
8564001	3,463	1,796	1,255	0	6,515	NC	5/19/2021
5477003	2,240	1,146	0	0	3,387	NP	5/19/2021
546014	1,666	926	782	0	3,374	NC	5/19/2021
976015	884	509	349	879	2,621	PP	5/19/2021
155016	344	1,204	663	0	2,211	NP	5/19/2021
1946025	394	1,555	179	0	2,128	PP	5/19/2021
1010020	265	338	296	682	1,582	NP	5/19/2021
1268006	694	335	245	255	1,529	NC	5/19/2021
1911011	769	263	280	0	1,312	NP	5/19/2021
2147016	659	565	0	0	1,224	NC	5/19/2021
285016	352	203	190	474	1,219	PP	5/19/2021
4931007	633	301	273	0	1,207	NP	5/19/2021
654015	417	583	206	0	1,207	NC	5/19/2021
1024014	419	344	311	0	1,074	NC	5/19/2021
687012	415	245	409	0	1,069	NP	5/19/2021
8520001	344	60	56	566	1,025	NC	5/19/2021
1029012	639	271	0	0	911	PP	5/19/2021
710012	286	282	272	0	840	PP	5/19/2021
4671041	577	233	0	0	811	NP	5/19/2021
152017	491	293	0	0	784	NC	5/19/2021
4828016	486	293	0	0	779	NC	5/19/2021
6459002	667	85	0	0	752	NC	5/19/2021
492024	415	311	0	0	727	NP	5/19/2021
554031	324	169	179	21	693	NP	5/19/2021
4770017	349	332	0	0	681	NP	5/19/2021
1252019	434	202	30	0	665	NC	5/19/2021
163023	522	116	0	0	639	NC	5/19/2021
204015	517	53	0	0	570	NC	5/19/2021
1510016	420	128	0	0	548	NC	5/19/2021
1826011	179	105	257	0	540	NP	5/19/2021
2159025	376	164	0	0	540	NC	5/19/2021
262017	313	137	82	0	532	NC	5/19/2021
1768008	379	148	5	0	532	NC	5/19/2021
335015	373	73	0	0	446	NC	5/19/2021
1629014	324	102	0	0	426	NC	5/19/2021
8211024	271	141	0	0	412	NC	5/19/2021
676012	160	84	85	0	329	NP	5/19/2021
85015	220	85	0	0	305	NC	5/19/2021
8240013	124	138	0	0	262	NP	5/19/2021
8236023	174	71	0	0	245	NP	5/19/2021
2186012	117	90	0	0	207	NC	5/19/2021
58021	92	107	0	0	198	NC	5/19/2021
146025	0	0	0	87	87	C	5/19/2021
4973004	0	0	0	81	81	C	5/19/2021
Total in Arrears	38,028	18,923	7,834	17,680	82,465		
Arrears Percentages	46.1%	22.9%	9.5%	21.4%	100.0%		
Total Billed	1,257,788	1,352,824	1,350,541	1,426,907	5,388,060		
Total Arrears' Percentage	3.0%	1.4%	0.6%	1.2%	1.5%		
Total Percentage Collected	97.0%	98.6%	99.4%	98.8%	98.5%		

Aged Accounts Receivable
 Utility Accounts Current and 30 Days Past Due (or with Payment Plans)
APRIL 2021

Account Number	Current 04.30.2021	30 Day 03.31.2021	60 Day 02.28.2021	90 Day 1.31.2021	Account Balance	STATUS	DATE
Cycle 2 Minimum Balance 50.00							
3924011	35	20	18	14	86	NP	5/19/2021
8577001	41	19	19	13	93	NP	5/19/2021
8576001	63	23	23	11	119	NP	5/19/2021
8197001	68	34	27	0	129	NP	5/19/2021
3797014	70	89	0	0	159	NC	5/19/2021
6570004	45	26	22	68	161	NP	5/19/2021
4577024	72	49	31	11	163	NP	5/19/2021
4146010	168	39	21	0	229	NP	5/19/2021
56670065	69	33	34	100	237	NP	5/19/2021
4595031	108	74	59	39	280	NP	5/19/2021
4488019	167	137	0	0	305	NP	5/19/2021
4453023	278	58	0	0	337	NC	5/19/2021
4922002	0	0	0	348	348	C	5/19/2021
2694011	174	90	90	0	355	NP	5/19/2021
3169012	96	51	51	177	376	NP	5/19/2021
9294012	156	83	82	82	403	NP	5/19/2021
5459008	295	170	0	0	464	CURRENT	5/19/2021
5276012	346	183	0	0	529	NC	5/19/2021
2716011	419	117	0	0	536	NC	5/19/2021
5863006	239	371	0	0	610	NC	5/19/2021
3134012	409	358	18	0	785	NC	5/19/2021
2626011	301	76	119	344	839	NP	5/19/2021
6405001	580	271	0	0	851	NC	5/19/2021
5784008	295	176	158	225	854	PP	5/19/2021
2659018	660	320	0	0	980	PP	5/19/2021
4707014	234	134	197	456	1,020	NP	5/19/2021
8424003	698	326	0	0	1,024	NC	5/19/2021
2678012	739	367	0	0	1,106	PP	5/19/2021
4362002	760	355	0	0	1,115	NC	5/19/2021
5424003	679	437	0	0	1,116	NC	5/19/2021
2745020	153	172	203	721	1,249	NP	5/19/2021
8436002	746	649	322	184	1,901	PP	5/19/2021
4229013	893	448	635	364	2,341	PP	5/19/2021
Total in Arrears	<u>10,057</u>	<u>5,756</u>	<u>2,131</u>	<u>3,158</u>	<u>21,101</u>		
Arrears Percentages	<u>47.7%</u>	<u>27.3%</u>	<u>10.1%</u>	<u>15.0%</u>	<u>100.0%</u>		
Total Billed	<u>510,008</u>	<u>542,002</u>	<u>551,804</u>	<u>666,986</u>	<u>2,270,800</u>		
Total Arrears' Percentage	<u>2.0%</u>	<u>1.1%</u>	<u>0.4%</u>	<u>0.5%</u>	<u>0.9%</u>		
Total Percentage Collected	<u>98.0%</u>	<u>98.9%</u>	<u>99.6%</u>	<u>99.5%</u>	<u>99.1%</u>		

LEGEND MEANING	
BA	Bankruptcy
B	Budget Plan
C	Current
CM	City Manager Discussion
DH	Door Hanger
F	Final
G	Gas, issue not resolved
N	NEW ACCOUNT
NA	No Activity
NC	Not Current, will set up payment plan
NP	Not Paying
P	Payment Plan
TRNSFR	Prior Bill Transferred
W	Water Issue
CA	COMMUNITY ACTION

CITY OF QUINCY
Cash Requirements Report

By Vendor No

Vendor/ Invoice No	Vendor Name/ Invoice Date	Due Date 03.31.2021	Due Date 04.30.2021	Due Date 05.31.2021	Due Date 06.30.2021	Future Date	Retainage Amount	Invoice Amount
10	UTILITY REFUNDS							
	Vendor Total	0.00	517.46	0.00	0.00	0.00	0.00	517.46
18	AMERICAN FUNDS							
	Vendor Total	0.00	24,216.61	0.00	0.00	0.00	0.00	24,216.61
21	THE EQUITABLE							
	Vendor Total	0.00	105.00	0.00	0.00	0.00	0.00	105.00
23	PRE-PAID LEGAL SERVICES, INC.							
	Vendor Total	0.00	82.71	0.00	0.00	0.00	0.00	82.71
26	FLORIDA POLICE BENEVOLENT							
	Vendor Total	0.00	435.00	0.00	0.00	0.00	0.00	435.00
28	UNITED WAY OF BIG BEND							
	Vendor Total	24.50	49.00	0.00	0.00	0.00	0.00	73.50
34	AFLAC WORLDWIDE HEADQUARTERS							
	Vendor Total	0.00	6,504.81	0.00	0.00	0.00	0.00	6,504.81
36	STATE OF FLA DISBURSEMENT UNIT							
	Vendor Total	55.50	111.00	0.00	0.00	0.00	0.00	166.50
39	AMERICAN GENERAL INSURANCE							
	Vendor Total	342.88	342.88	0.00	0.00	0.00	0.00	685.76
426	CONTINENTAL AMERICAN INSURANCE							
	Vendor Total	5.52	23.40	0.00	0.00	0.00	0.00	28.92
987	BEARD EQUIPMENT CO							
	Vendor Total	0.00	1,126.31-	0.00	0.00	0.00	0.00	1,126.31-
5603	ALLSTATE AMERICAN HERITAGE LIF							
	Vendor Total	0.00	241.08	0.00	0.00	0.00	0.00	241.08
6004	ERIC HOWELL							
	Vendor Total	0.00	677.54	0.00	0.00	0.00	0.00	677.54
8741	FLORIDA DEPARTMENT OF FINANCIAL SERVICES							
	Vendor Total	0.00	2,992.38	0.00	0.00	0.00	0.00	2,992.38
9998	DEPARTMENT OF THE TREASURY							
	Vendor Total	0.00	53,945.95	0.00	0.00	0.00	0.00	53,945.95
144958	CAPITAL HEALTH PLAN							
	Vendor Total	0.00	89,780.01	0.00	0.00	0.00	0.00	89,780.01
146884	THE STANDARD INSURANCE COMPANY							
	Vendor Total	0.00	1,213.34	0.00	0.00	0.00	0.00	1,213.34
146886	THE STANDARD INSURANCE COMPANY							
	Vendor Total	0.12	3,760.66	0.00	0.00	0.00	0.00	3,760.78
147043	THE STANDARD							
	Vendor Total	329.99	327.70	0.00	0.00	0.00	0.00	657.69

CITY OF QUINCY
Cash Requirements Report

By Vendor No

Vendor/ Invoice No	Vendor Name/ Invoice Date	Due Date 03.31.2021	Due Date 04.30.2021	Due Date 05.31.2021	Due Date 06.30.2021	Future Date	Retainage Amount	Invoice Amount
147049	APPLIED COM-TEK, LLC							
	Vendor Total	23,391.00	0.00	0.00	0.00	0.00	0.00	23,391.00
147243	VECTOR SECURITY INC							
	Vendor Total	0.00	0.00	168.72	0.00	0.00	0.00	168.72
	REPORT TOTAL	24,149.51	184,200.22	168.72	0.00	0.00	0.00	208,518.45

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021 BUDGET	7 MONTH YTD BUDGET	7 MONTHS YTD 4/30/2021	BUDGET BALANCE	58% BUDGET GOAL		PRIOR YTD AMOUNT 4/30/2020	PRIOR YTD% 4/30/2020
GENERAL FUND EXPENSES									
	CITY COMMISSION								
001-110-511-10110	SALARIES & WAGES	85,428	49,833	54,510	30,918	64%		44,227	53%
001-110-511-10210	FICA TAXES	6,025	3,515	4,014	2,011	67%		3,237	53%
001-110-511-10220	RETIREMENT CONTRIBUTIONS	9,865	5,755	6,314	3,551	64%		5,307	53%
001-110-511-10230	LIFE & HEALTH INSURANCE	10,572	6,167	6,953	3,619	66%		6,167	57%
001-110-511-30343	PROFESSIONAL SERVICES	70,000	40,833	11,550	58,450	17%		31,092	60%
001-110-511-30402	TRAVEL	5,914	3,450	0	5,914	0%		2,306	99%
001-110-511-30435	JUNIOR COMMISSION	13,405	7,820	0	13,405	0%		0	0%
001-110-511-30436	COMMUNITY OUTREACH - CRIME & C	100,000	58,333	0	100,000	0%		0	0%
001-110-511-30491	OTHER EXPENSES	24,012	14,007	5,605	18,407	23%		3,194	21%
001-110-511-31000	OTHER OPERATING IT SUPPORT	8,400	4,900	4,900	3,500	58%		4,669	164%
001-110-511-80820	AID TO PRIVATE ORGANIZATIONS	80,000	46,667	67,000	13,000	84%		31,526	41%
001-110-552-60620	CHAMBER BUILDING IMPROVEMENTS	220,000	128,333	0	220,000	0%		0	0%
001-110-552-60641	OFFICE FURNITURE & EQUIPMENT	12,500	7,292	0	12,500	0%		1,830	34%
	TOTAL CITY COMMISSION	646,121	376,904	160,846	485,275	25%		133,556	45%
	CITY MANAGER								
001-160-512-10110	SALARIES & WAGES	75,704	44,161	42,806	32,898	57%		39,577	53%
001-160-512-10120	REGULAR SALARIES & WAGES	49,425	28,831	27,985	21,440	57%		19,492	53%
001-160-512-10210	FICA TAXES	9,894	5,772	5,253	4,641	53%		5,804	60%
001-160-512-10220	RETIREMENT CONTRIBUTIONS	15,521	9,054	8,492	7,029	55%		9,209	60%
001-160-512-10230	LIFE & HEALTH INSURANCE	16,066	9,372	5,790	10,276	36%		3,524	56%
001-160-512-30341	CONTRACTUAL SERVICES	31,126	18,157	15,128	15,998	49%		0	0%
001-160-512-30343	PROFESSIONAL SERVICES	10,465	6,105	5,075	5,390	48%		0	0%
001-160-512-30402	TRAVEL EXPENSE	1,317	768	111	1,206	8%		1,047	95%
001-160-512-30403	GAS	657	383	268	389	41%		120	48%
001-160-512-30410	TELEPHONE	7,359	4,293	5,047	2,312	69%		4,389	51%
001-160-512-30461	REPAIR & MAINTENANCE OFFICE EQ	382	223	0	382	0%		293	37%
001-160-512-30491	OTHER OPERATING EXPENSE	1,887	1,101	1,639	248	87%		1,834	58%
001-160-512-30493	TRAINING	520	303	0	520	0%		0	0%
001-160-512-30511	OFFICE SUPPLIES GENERAL	714	417	711	3	100%		508	85%
001-160-512-31000	OTHER OPERATING EXP - IT SUPPO	8,400	4,900	4,900	3,500	58%		4,669	164%
001-160-519-00001	ADMINISTRATIVE EXPENSE	19,550	11,404	0	19,550	0%		8,697	99%
	TOTAL CITY MANAGER	248,987	145,242	123,205	125,782	49%		99,162	56%
	CITY ATTORNEY								
001-120-514-30341	CONTRACTUAL SERVICES	164,000	95,667	54,543	109,457	33%		31,318	17%
001-120-514-30343	PROFESSIONAL SERVICES	1,000	583	0	1,000	0%		0	0%
001-120-514-30402	TRAVEL	1,000	583	0	1,000	0%		0	0%
001-120-514-30491	OTHER OPERATING EXPENSE	515	300	339	176	66%		0	0%
001-120-514-30540	PUBLICATIONS,SUBSCRIP,& MEMBER	1,485	866	0	1,485	0%		0	0%
001-120-514-31000	OTHER OPERATING EXP - IT SUPPO	8,400	4,900	4,900	3,500	58%		4,669	164%
	TOTAL CITY ATTORNEY	176,400	102,900	59,782	116,618	34%		35,987	19%
	CITY CLERK								
001-130-519-10110	SALARIES & WAGES	45,000	26,250	27,756	17,244	62%		36,024	66%
001-130-519-10210	FICA TAXES	3,443	2,008	2,204	1,239	64%		2,562	65%
001-130-519-10220	RETIREMENT CONTRIBUTIONS	5,399	3,149	3,327	2,072	62%		4,320	66%
001-130-519-10230	LIFE & HEALTH INSURANCE	4,500	2,625	1,167	3,333	26%		3,926	81%
001-130-519-30341	CONTRACTUAL SERVICES	2,060	1,202	0	2,060	0%		0	0%
001-130-519-30343	PROFESSIONAL SERVICES	1,594	930	1,393	201	87%		1,225	59%
001-130-519-30410	TELEPHONE	3,109	1,814	3,109	0	100%		926	43%
001-130-519-30461	REPAIR & MAINT - OFFICE EQUIPM	103	60	0	103	0%		0	0%
001-130-519-30491	OTHER OPERATING EXPENSE	1,376	803	363	1,013	26%		899	41%
001-130-519-30500	LEGAL ADS AND RECORDING FEES	1,656	966	1,335	321	81%		839	49%
001-130-519-30511	OFFICE SUPPLIES-GENERAL	119	69	45	74	38%		91	18%
001-130-519-31000	OTHER OPERATING EXP - IT SUPPO	8,400	4,900	4,900	3,500	58%		4,669	164%
	TOTAL CITY CLERK	76,759	44,776	45,599	31,160	59%		55,480	67%
	NON-DEPARTMENTAL								
001-001-519-10272	INVESTMENT EXPENSE	11,000	6,417	0	11,000	0%		0	0%
001-001-519-30320	ACCOUNTING & AUDITING SERVICES	26,562	15,495	24,960	1,602	94%		28,900	99%
001-001-519-30341	CONTRACTUAL SERVICES	23,000	13,417	22,709	292	99%		0	0%
001-001-519-30342	RECORDING OF THE COMMISSION MT	43,350	25,288	24,500	18,850	57%		21,035	50%
001-001-519-30343	PROFESSIONAL SERVICES	3,000	1,750	140	2,861	5%		0	0%
001-001-519-30390	CONTINGENCIES	181,192	105,695	1,150	180,042	1%		0	0%
001-001-519-30410	TELEPHONE	2,300	1,342	0	2,300	0%		0	0%
001-001-519-30440	SUMMER YOUTH WORK PROGRAM	10,300	6,008	0	10,300	0%		324	13%
001-001-519-30451	INSURANCE	526,064	306,871	391,416	134,648	74%		359,900	75%
001-001-519-30465	COPIER PAYMENT	2,119	1,236	1,129	990	53%		1,121	51%
001-001-519-30490	INTEREST EXPENSE	500	292	290	210	58%		0	0%
001-001-519-30491	OTHER OPERATING EXPENSE	33,695	19,655	2,042	31,653	6%		6,431	16%
001-001-519-30512	POSTAGE	3,976	2,319	2,604	1,372	65%		1,740	42%
001-001-519-70730	TRANSFER DEBT SVC CAP IMP BOND	365,130	212,993	210,000	155,130	58%		210,000	58%
001-001-519-70731	HONEWELL LOAN PRINCIPAL	20,421	11,912	8,953	11,468	44%		8,423	50%
001-001-519-70732	HONEYWELL LOAN INTEREST	2,307	1,346	1,258	1,049	55%		1,653	50%
001-001-519-90000	TRANSFER TO INTERNAL SERVICE F	61,800	36,050	36,050	25,750	58%		35,000	0%
001-001-552-30645	CRA TIF: ECONOMIC ENVIRON.	171,576	100,086	170,756	820	100%		168,102	100%
	TOTAL NON-DEPARTMENTAL	1,488,292	868,170	897,955	590,337	60%		842,631	73%
	PERSONNEL								
001-260-513-10110	EXE SALARIES & WAGES	32,445	18,926	18,359	14,086	57%		16,962	53%
001-260-513-10120	REGULAR SALARIES & WAGES	51,200	29,867	23,956	27,244	47%		21,934	53%
001-260-513-10130	OTHER SALARIES & WAGES - P/T	15,450	9,013	1,862	13,588	12%		2,687	42%
001-260-513-10140	OVERTIME	668	390	0	668	0%		0	0%
001-260-513-10210	FICA TAXES	7,632	4,452	3,230	4,402	42%		2,826	51%
001-260-513-10220	RETIREMENT CONTRIBUTIONS	11,972	6,984	5,045	6,927	42%		4,519	50%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021 BUDGET	7 MONTH YTD BUDGET	7 MONTHS YTD 4/30/2021	BUDGET BALANCE	58% BUDGET GOAL		PRIOR YTD AMOUNT 4/30/2020	PRIOR YTD% 4/30/2020
001-260-513-10230	LIFE & HEALTH INSURANCE	9,910	5,781	3,981	5,929	40%		3,687	58%
001-260-513-30314	PSYCHIATRIC EVALUATIONS	4,500	2,625	2,880	1,620	64%		2,025	74%
001-260-513-30315	EMPLOYEE QUALITY OF LIFE	5,000	2,917	0	5,000	0%		2,500	78%
001-260-513-30319	TUITION REIMBURSEMENT	5,000	2,917	0	5,000	0%		0	0%
001-260-513-30341	CONTRACTUAL SERVICES	14,000	8,167	6,523	7,477	47%		3,587	33%
001-260-513-30343	PROFESSIONAL SERVICES	8,500	4,958	6,769	1,732	80%		3,699	52%
001-260-513-30345	VOLUNTEER SERVICES PROGRAM EXP	1,545	901	0	1,545	0%		0	0%
001-260-513-30402	TRAVEL EXPENSE	1,500	875	0	1,500	0%		0	0%
001-260-513-30410	TELEPHONE	5,211	3,040	4,155	1,056	80%		3,116	48%
001-260-513-30461	REPAIR AND MAINTENANCE OFFICE	1,000	583	0	1,000	0%		116	58%
001-260-513-30491	OTHER OPERATING EXPENSE	2,000	1,167	167	1,833	8%		80	18%
001-260-513-30493	TRAINING	2,000	1,167	0	2,000	0%		0	0%
001-260-513-30511	OFFICE SUPPLIES GENERAL	1,545	901	246	1,299	16%		0	0%
001-260-513-31000	OTHER OPERATING EXP - IT SUPPO	8,400	4,900	4,900	3,500	58%		4,669	164%
	TOTAL PERSONNEL	189,478	110,529	82,073	107,405	43%		72,406	53%
	FINANCE								
001-271-513-10110	EXE SALARIES & WAGES	24,978	14,571	14,128	10,850	57%		12,555	52%
001-271-513-10120	REGULAR SALARIES & WAGES	42,451	24,763	23,949	18,502	56%		20,846	51%
001-271-513-10140	OVERTIME	1,000	583	838	162	84%		151	41%
001-271-513-10210	FICA TAXES	5,175	3,019	2,787	2,388	54%		2,405	51%
001-271-513-10220	RETIREMENT CONTRIBUTIONS	8,118	4,736	4,554	3,564	56%		4,008	52%
001-271-513-10230	LIFE & HEALTH INSURANCE	13,530	7,893	5,228	8,302	39%		5,289	59%
001-271-513-30343	PROFESSIONAL SERVICES	24,000	14,000	17,589	6,411	73%		15,404	85%
001-271-513-30402	TRAVEL EXPENSE	3,811	2,223	0	3,811	0%		3,535	96%
001-271-513-30410	TELEPHONE	6,059	3,534	5,378	681	89%		3,649	51%
001-271-513-30491	OTHER OPERATING EXPENSE	1,545	901	394	1,151	26%		259	5%
001-271-513-30493	TRAINING	2,060	1,202	0	2,060	0%		0	0%
001-271-513-30511	OFFICE SUPPLIES GENERAL	5,322	3,105	4,309	1,013	81%		3,132	44%
001-271-513-30512	POSTAGE	150	88	26	124	17%		0	0%
001-271-513-30521	OPERATING SUPPLIES	1,545	901	876	669	57%		734	88%
001-271-513-30540	DUES, PUBLICATIONS, & MEMBERSH	2,500	1,458	0	2,500	0%		0	0%
001-271-513-31000	OTHER OPERATING EXP - IT SUPPO	8,400	4,900	4,900	3,500	58%		4,669	164%
001-271-513-60000	Software	2,575	1,502	0	2,575	0%		0	0%
001-271-513-60641	OFFICE FURNITURE & EQUIPMENT	5,525	3,223	0	5,525	0%		3,427	6854%
	TOTAL FINANCE	158,744	92,601	84,955	73,789	54%		80,064	55%
	GENERAL SERVICES ADM								
001-276-513-10110	EXE SALARY & WAGES	45,000	26,250	14,080	30,920	31%		6,497	53%
001-276-513-10210	FICA	3,443	2,008	1,109	2,334	32%		458	52%
001-276-513-10220	RETIREMENT	5,400	3,150	1,478	3,922	27%		779	51%
001-276-513-10230	LIFE & HEALTH INSURANCE	6,750	3,938	356	6,394	5%		940	57%
	TOTAL GEN SERVICES ADM	60,593	35,346	17,023	43,570	28%		8,674	53%
	LAW ENFORCEMENT ADM								
001-210-521-10110	EXE SALARIES & WAGES	80,000	46,667	63,565	16,435	79%		40,694	52%
001-210-521-10120	REGULAR SALARIES & WAGES	105,174	61,352	61,957	43,217	59%		56,603	53%
001-210-521-10150	SPEC PAY-INCENTIVE,HOL,LV BUYB	1,522	888	826	697	54%		845	52%
001-210-521-10210	FICA TAXES	14,282	8,331	8,952	5,330	63%		7,259	53%
001-210-521-10220	RETIREMENT CONTRIBUTIONS	22,404	13,069	15,153	7,251	68%		11,769	53%
001-210-521-10230	LIFE & HEALTH INSURANCE	26,138	15,247	21,117	5,021	81%		14,993	55%
001-210-521-30341	CONTRACTUAL SERVICES	54,995	32,080	3,346	51,649	6%		433	1%
001-210-521-30402	TRAVEL EXPENSE	1,500	875	0	1,500	0%		405	81%
001-210-521-30403	GAS & DIESEL	4,000	2,333	728	3,272	18%		2,303	63%
001-210-521-30404	OIL & GREASE	361	211	180	181	50%		0	0%
001-210-521-30405	TIRES	824	481	95	729	12%		0	0%
001-210-521-30406	VEHICLE PARTS ONLY	3,750	2,188	798	2,952	21%		15	15%
001-210-521-30407	VEHICLE REPAIRTS	1,500	875	1,001	499	67%		243	21%
001-210-521-30410	TELEPHONE	36,820	21,478	22,519	14,301	61%		24,667	57%
001-210-521-30430	UTILITIES	9,000	5,250	2,219	6,781	25%		929	55%
001-210-521-30464	REPAIRS & MAINTENANCE-RADIO	2,000	1,167	0	2,000	0%		0	0%
001-210-521-30491	OTHER OPERATING EXPENSE	2,000	1,167	1,145	855	57%		1,207	46%
001-210-521-30492	INVESTIGATIVE FUNDS	2,960	1,727	358	2,602	12%		2,269	89%
001-210-521-30493	TRAINING	3,800	2,217	874	2,926	23%		281	33%
001-210-521-30511	OFFICE SUPPLIES-GENERAL	3,611	2,106	2,135	1,476	59%		1,791	49%
001-210-521-30521	OPERATING MATERIALS & SUPPLIES	910	531	902	8	99%		314	18%
001-210-521-30522	OPERATING SUPPLIES-UNIFORMS	500	292	0	500	0%		58	29%
001-210-521-30540	PUBLICATIONS, SUBSCRIP. & MEMB	930	543	927	3	100%		190	76%
001-210-521-31000	OTHER OPERATING EXP - IT SUPPO	8,400	4,900	4,900	3,500	58%		5,101	179%
001-210-521-60620	BUILDINGS	1,187	692	347	840	29%		0	0%
001-210-521-60641	OFFICE FURNITURE & EQUIPMENT	13,458	7,851	12,611	847	94%		912	0%
001-210-521-60644	EQUIPMENT	0	0	0	0	0%		1,678	112%
	TOTAL LAW ENFORCEMENT ADM	402,026	234,515	226,655	175,371	56%		174,957	49%
	LAW ENFORCEMENT OPERATIONS								
001-220-521-10120	REGULAR SALARIES & WAGES	1,250,676	729,561	705,230	545,446	56%		663,684	52%
001-220-521-10130	OTHER SALARIES & WAGES - P/T	35,314	20,600	25,710	9,604	73%		21,342	61%
001-220-521-10140	OVERTIME	158,101	92,226	130,551	27,550	83%		104,207	53%
001-220-521-10150	SPEC PAY-INCENTIVE,HOL, LV BUY	15,561	9,077	8,448	7,113	54%		8,760	54%
001-220-521-10210	FICA TAXES	110,898	64,691	64,002	46,896	58%		58,692	53%
001-220-521-10220	RETIREMENT CONTRIBUTIONS	173,958	101,476	149,684	24,274	86%		99,560	28%
001-220-521-10230	LIFE & HEALTH INSURANCE	277,565	161,913	163,826	113,739	59%		158,478	55%
001-220-521-30341	CONTRACTURAL SERVICES	1,071	625	0	1,071	0%		0	0%
001-220-521-30402	TRAVEL EXPENSE	1,000	583	0	1,000	0%		19	19%
001-220-521-30403	GASOLINE & DIESEL	31,000	18,083	17,999	13,001	58%		19,876	52%
001-220-521-30404	OIL & GREASE	2,750	1,604	2,681	69	97%		79	9%
001-220-521-30405	TIRES	3,724	2,172	1,814	1,910	49%		1,632	47%
001-220-521-30406	VEHICLE PARTS ONLY	16,750	9,771	16,732	18	100%		3,354	58%
001-220-521-30407	OTHER AUTO EXPENSE	1,605	936	259	1,346	16%		596	22%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021 BUDGET	7 MONTH YTD BUDGET	7 MONTHS YTD 4/30/2021	BUDGET BALANCE	58% BUDGET GOAL		PRIOR YTD AMOUNT 4/30/2020	PRIOR YTD% 4/30/2020
001-220-521-30435	YOUTH DEVELOPMENT ACADEMY & PR	2,000	1,167	0	2,000	0%		500	94%
001-220-521-30462	REPAIR & MAINT.-EQUIPMENT & TO	600	350	0	600	0%		86	86%
001-220-521-30464	REPAIR & MAINTENANCE - RADIOS	500	292	0	500	0%		0	0%
001-220-521-30491	OTHER OPERATING EXPENSE	7,610	4,439	1,915	5,695	25%		10,719	72%
001-220-521-30493	TRAINING	6,000	3,500	4,558	1,442	76%		300	9%
001-220-521-30499	CANINE EXPENSE	1,500	875	242	1,258	16%		581	83%
001-220-521-30511	OFFICE SUPPLIES	1,500	875	1,409	91	94%		393	19%
001-220-521-30514	HUMAN INTELLIGENCE - REWARDS	20,000	11,667	0	20,000	0%		0	0%
001-220-521-30521	OPERATING MATERIALS & SUPPLIES	22,559	13,159	22,559	0	100%		10,423	75%
001-220-521-30522	OPERATING SUPPLIES - UNIFORMS	18,229	10,634	12,190	6,039	67%		18,959	79%
001-220-521-60641	OFFICE FURNITURE & EQUIPMENT	1,377	803	390	987	28%		330	236%
001-220-521-60642	VEHICLES	59,000	34,417	34,548	24,452	59%		816	2%
001-220-521-60644	EQUIPMENT	154,723	90,255	129,000	25,723	83%		2,826	34%
	TOTAL LAW ENFORCEMENT OPERAT	2,375,571	1,385,750	1,493,748	881,823	63%		1,186,211	48%
	FIRE CONTROL ADM								
001-210-522-10110	EXE SALARIES & WAGES	73,347	42,786	63,887	9,460	87%		35,587	53%
001-210-522-10120	REGULAR SALARIES & WAGES	46,870	27,341	24,535	22,335	52%		23,947	54%
001-210-522-10150	SPEC PAY-INCENTIVE,HOL,LV BUYB	2,874	1,677	696	2,179	24%		845	53%
001-210-522-10210	FICA TAXES	9,774	5,702	6,506	3,268	67%		4,170	54%
001-210-522-10220	RETIREMENT CONTRIBUTIONS	40,579	23,671	18,477	22,102	46%		13,865	53%
001-210-522-10230	LIFE & HEALTH INSURANCE	25,362	14,795	12,029	13,333	47%		13,970	55%
001-210-522-30410	TELEPHONE	19,089	11,135	11,993	7,096	63%		11,785	58%
001-210-522-30430	UTILITIES	22,317	13,018	10,945	11,372	49%		15,178	68%
001-210-522-30461	REPAIR & MAINTENANCE-OFFICE EQ	1,548	903	1,225	323	79%		1,190	92%
001-210-522-30463	REPAIR & MAINT.-BUILDINGS & GR	7,077	4,128	1,963	5,114	28%		5,890	75%
001-210-522-30464	REPAIR & MAINTENANCE-RADIO	1,915	1,117	0	1,915	0%		1,262	81%
001-210-522-30465	COPIER PAYMENT	2,119	1,236	1,129	990	53%		1,121	52%
001-210-522-30491	OTHER OPERATING EXPENSE	500	292	346	154	69%		181	36%
001-210-522-30494	FIRE PREVENTION AND EDUCATION	3,424	1,997	1,753	1,671	51%		2,631	54%
001-210-522-30511	OFFICE SUPPLIES-GENERAL	700	408	660	40	94%		461	61%
001-210-522-30521	OPERATING MATERIALS & SUPPLIES	1,208	705	1,116	92	92%		486	23%
001-210-522-30522	OPERATING SUPPLIES - UNIFORMS	2,616	1,526	2,484	132	95%		227	23%
001-210-522-31000	OTHER OPERATING EXP -IT SUPPOR	8,400	4,900	4,900	3,500	58%		4,669	164%
001-210-522-60620	Buildings and Other Improvemen	80,000	46,667	79,895	105	100%		0	0%
001-210-522-60641	OFFICE FURNITURE & EQUIPMENT	5,150	3,004	1,855	3,295	36%		888	44%
	TOTAL FIRE CONTROL ADM	354,869	207,007	246,393	108,476	69%		138,353	34%
	FIRE CONTROL OPERATIONS								
001-230-522-10120	REGULAR SALARIES & WAGES	710,005	414,170	409,542	300,463	58%		365,495	51%
001-230-522-10130	OTHER SALARIES & WAGES - P/T	21	12	0	21	0%		0	0%
001-230-522-10140	OVERTIME	49,572	28,917	25,094	24,479	51%		37,127	78%
001-230-522-10150	SPEC PAY-INCENTIVE,HOL,LV BUYB	14,695	8,572	7,286	7,409	50%		8,240	55%
001-230-522-10210	FICA TAXES	62,140	36,248	32,433	29,707	52%		29,698	53%
001-230-522-10220	RETIREMENT CONTRIBUTIONS	191,836	111,904	146,175	45,661	76%		99,163	29%
001-230-522-10230	LIFE & HEALTH INSURANCE	170,582	99,506	105,772	64,810	62%		97,649	54%
001-230-522-30402	TRAVEL EXPENSE	1,500	875	0	1,500	0%		0	0%
001-230-522-30403	GASOLINE & DIESEL	8,500	4,958	5,621	2,879	66%		4,680	58%
001-230-522-30404	OIL & GREASE	1,000	583	845	155	85%		317	58%
001-230-522-30405	TIRES	3,090	1,803	23	3,068	1%		231	15%
001-230-522-30406	VEHICLE PARTS ONLY	1,766	1,030	383	1,383	22%		996	50%
001-230-522-30462	REPAIR & MAINT. - EQUIPMENT &	9,422	5,496	9,099	323	97%		4,347	50%
001-230-522-30464	REPAIRS TURNKEY - HURRICANE MI	0	0	0	0	0%		18,771	100%
001-230-522-30491	OTHER OPERATING EXPENSE	1,200	700	866	334	72%		384	55%
001-230-522-30493	TRAINING	5,019	2,928	3,492	1,527	70%		3,858	96%
001-230-522-30511	OFFICE SUPPLIES	1,000	583	70	930	7%		151	43%
001-230-522-30521	OPERATING MATERIALS & SUPPLIES	1,560	910	859	701	55%		1,134	25%
001-230-522-30522	OPERATING SUPPLIES - UNIFORMS	15,283	8,915	13,380	1,903	88%		8,622	55%
001-230-522-60644	EQUIPMENT	71,500	41,708	15,815	55,685	22%		17,060	40%
	TOTAL FIRE CONTROL OPERATIONS	1,319,691	769,820	776,755	542,936	59%		697,924	47%
	BUILDING & PLANNING								
001-284-515-10110	EXE SALARIES & WAGES	74,213	43,291	42,831	31,382	58%		35,732	53%
001-284-515-10120	REGULAR SALARIES & WAGES	74,079	43,213	25,692	48,387	35%		40,613	55%
001-284-515-10130	OTHER SALARIES & WAGES - P/T	15,000	8,750	0	15,000	0%		0	0%
001-284-515-10140	OVERTIME	1,247	727	609	638	49%		630	49%
001-284-515-10210	FICA TAXES	12,587	7,342	5,119	7,468	41%		5,634	53%
001-284-515-10220	RETIREMENT CONTRIBUTIONS	19,244	11,226	8,187	11,057	43%		8,138	51%
001-284-515-10230	LIFE & HEALTH INSURANCE	24,681	14,397	8,363	16,318	34%		12,676	55%
001-284-515-30341	CONTRACTUAL SERVICES	288,158	168,092	56,845	231,313	20%		26,350	28%
001-284-515-30342	CONTRACTUAL SERVICES HOUSING D	30,000	17,500	0	30,000	0%		3,000	100%
001-284-515-30402	TRAVEL EXPENSE	2,000	1,167	0	2,000	0%		0	0%
001-284-515-30403	GAS & DIESEL	200	117	63	137	32%		354	51%
001-284-515-30404	OIL & GREASE	200	117	0	200	0%		0	0%
001-284-515-30405	TIRES	1,000	583	0	1,000	0%		0	0%
001-284-515-30406	VEH PARTS ONLY	1,000	583	278	722	28%		3	3%
001-284-515-30407	VEH REPAIRS	500	292	225	275	45%		0	0%
001-284-515-30410	TELEPHONE	7,178	4,187	4,635	2,543	65%		4,275	49%
001-284-515-30461	REPAIR & MAINT. OFFICE EQUIPME	1,000	583	295	705	30%		228	46%
001-284-515-30491	OTHER OPERATING EXPENSE	2,000	1,167	796	1,204	40%		600	26%
001-284-515-30493	TRAINING	4,540	2,648	348	4,192	8%		3,489	129%
001-284-515-30500	ADVERTISEMENTS	1,900	1,108	900	1,000	47%		364	22%
001-284-515-30511	OFFICE SUPPLIES GENERAL	1,500	875	878	622	59%		1,029	79%
001-284-515-31000	OTHER OPERATING EXP - IT SUPPO	8,400	4,900	4,900	3,500	58%		4,669	164%
001-284-515-60641	OFFICE FURNITURE & EQUIPMENT	8,000	4,667	478	7,522	6%		705	45%
001-284-515-60642	VEHICLES	30,000	17,500	0	30,000	0%		0	0%
	TOTAL BUILDING & PLANNING	608,627	355,032	161,441	447,186	27%		148,491	47%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021 BUDGET	7 MONTH YTD BUDGET	7 MONTHS YTD 4/30/2021	BUDGET BALANCE	58% BUDGET GOAL		PRIOR YTD AMOUNT 4/30/2020	PRIOR YTD% 4/30/2020
	RECREATIONAL ACTIVITY								
001-310-572-10110	EXE SALARIES & WAGES	52,000	30,333	27,569	24,431	53%		23,261	52%
001-310-572-10120	REGULAR SALARIES & WAGES	214,551	125,155	101,463	113,088	47%		116,968	53%
001-310-572-10130	OTHER SALARIES & WAGES - P/T	41,541	24,232	552	40,989	1%		5,855	88%
001-310-572-10140	OVERTIME	675	394	81	594	12%		519	77%
001-310-572-10210	FICA TAXES	24,080	14,047	9,295	14,785	39%		10,345	54%
001-310-572-10220	RETIREMENT CONTRIBUTIONS	37,772	22,034	15,326	22,446	41%		16,814	53%
001-310-572-10230	LIFE & HEALTH INSURANCE	66,101	38,559	36,551	29,550	55%		41,643	57%
001-310-572-30341	CONTRACTUAL SERVICES	5,000	2,917	1,925	3,075	39%		168	7%
001-310-572-30390	CONTINGENCY	10,000	5,833	0	10,000	0%		0	0%
001-310-572-30402	TRAVEL EXPENSE	1,000	583	0	1,000	0%		0	0%
001-310-572-30403	GAS & DIESEL	5,998	3,499	3,840	2,158	64%		3,580	47%
001-310-572-30404	OIL & GREASE	468	273	450	18	96%		231	46%
001-310-572-30405	TIRES	485	283	475	10	98%		41	5%
001-310-572-30406	VEH PARTS ONLY	693	404	310	383	45%		517	52%
001-310-572-30407	VEHICLE REPAIRS	158	92	28	131	18%		121	20%
001-310-572-30410	TELEPHONE	9,765	5,696	4,506	5,259	46%		5,896	60%
001-310-572-30440	RENTAL OF EQUIPMENT & BUILDING	400	233	271	129	68%		305	61%
001-310-572-30441	SWIMMING POOL REPAIRS	7,000	4,083	4,800	2,200	69%		0	0%
001-310-572-30462	REPAIR & MAINT-EQUIPMENT & TOO	5,150	3,004	996	4,154	19%		809	40%
001-310-572-30464	REPAIRS TURNKEY - HURRICANE MI	0	0	0	0	0%		74,700	100%
001-310-572-30491	OTHER OPERATING EXPENSES	19,875	11,594	9,886	9,989	50%		10,203	67%
001-310-572-30492	MAINTENANCE OF TANYARD CREEK P	5,850	3,413	5,824	26	100%		292	6%
001-310-572-30511	OFFICE SUPPLIES - GENERAL	1,648	961	1,075	573	65%		234	19%
001-310-572-30521	OPERATING MATERIALS & SUPPLIES	2,060	1,202	1,730	330	84%		83	3%
001-310-572-30522	OPERATING SUPPLIES - UNIFORMS	3,614	2,108	2,302	1,312	64%		2,074	55%
001-310-572-30523	OPERATING SUP - CHEM	515	300	63	452	12%		0	0%
001-310-572-30524	SWIMMING POOL SUPPLIES	515	300	250	265	49%		0	0%
001-310-572-30525	ATHLETIC EQUIPMENT - FOOTBALL	23,934	13,962	0	23,934	0%		18,396	100%
001-310-572-30526	ATHLETIC EQUIP BASEBALL & SOFT	2,060	1,202	323	1,737	16%		13	43%
001-310-572-30528	ATHLETIC EQUIPMENT - BASKETBAL	6,010	3,506	528	5,482	9%		4,619	92%
001-310-572-30529	ATHLETIC EQUIPMENT - OTHER	1,790	1,044	1,197	593	67%		679	14%
001-310-572-30540	OTHER RECREATIONAL ACTIVITIES	10,649	6,212	1,260	9,389	12%		10,883	78%
001-310-572-31000	OTHER OPERATING EXP - IT SUPPO	8,400	4,900	4,900	3,500	58%		4,669	164%
001-310-572-60641	OFFICE FURNITURE & EQUIPMENT	4,120	2,403	796	3,324	19%		705	0%
001-310-572-60642	VEHICLES	0	0	0	0	0%		25,668	58%
	TOTAL RECREATIONAL ACTIVITY	573,877	334,762	238,572	335,305	42%		380,292	61%
	PARKS								
001-440-572-30341	CONTRACTUAL SERVICES	19,880	11,597	18,859	1,021	95%		2,563	33%
001-440-572-30391	PARKS & FACILITY	25,120	14,653	25,115	5	100%		2,080	14%
001-440-572-30430	UTILITIES	17,395	10,147	17,248	147	99%		9,148	38%
001-440-572-30440	RENTAL OF EQUIPMENT & BUILDING	2,000	1,167	0	2,000	0%		1,121	75%
001-440-572-30462	REPAIR & MAINT.-EQUIPMENT & TO	4,000	2,333	390	3,610	10%		99	20%
001-440-572-30463	REPAIR & MAINTENANCE-BLDGS. &	10,000	5,833	8,354	1,646	84%		5,072	78%
001-440-572-30464	REPAIRS TURNKEY - HURRICANE MI	0	0	0	0	0%		24,393	100%
001-440-572-30491	OTHER OPERATING EXPENSES	3,000	1,750	0	3,000	0%		0	0%
001-440-572-60610	HILLSIDE PARK DEVELOPMENT	6,000	3,500	5,975	25	100%		0	0%
001-440-572-60644	EQUIPMENT	8,000	4,667	40	7,960	1%		0	0%
	TOTAL PARKS	95,395	55,647	75,982	19,413	80%		44,476	30%
	PUBLIC WORKS ADM								
001-410-539-10110	EXE SALARIES & WAGES	45,489	26,535	28,276	17,213	62%		24,480	53%
001-410-539-10120	REGULAR SALARIES & WAGES	10,608	6,188	10,400	208	98%		4,068	53%
001-410-539-10140	OVERTIME	500	292	35	465	7%		120	87%
001-410-539-10210	FICA TAXES	4,100	2,392	2,760	1,340	67%		1,993	52%
001-410-539-10220	RETIREMENT CONTRIBUTIONS	6,432	3,752	3,997	2,435	62%		3,433	53%
001-410-539-10230	LIFE & HEALTH INSURANCE	11,255	6,565	7,255	4,000	64%		6,387	57%
001-410-539-30410	TELEPHONE	8,775	5,119	4,013	4,762	46%		5,018	55%
001-410-539-30430	UTILITIES	65,000	37,917	36,944	28,056	57%		40,492	60%
001-410-539-30440	REPAIR & MAINT BUILDING	1,500	875	247	1,253	16%		0	0%
001-410-539-30491	OTHER OPERATING EXPENSE	10,041	5,857	8,770	1,271	87%		7,346	85%
001-410-539-30493	TRAINING	3,000	1,750	1,480	1,520	49%		0	0%
001-410-539-30511	OFFICE SUPPLIES	400	233	216	184	54%		109	27%
001-410-539-30521	OPERATING MATERIALS & SUPPLIES	2,000	1,167	1,868	132	93%		624	50%
001-410-539-30522	OPERATING EXPENSE - UNIFORMS	15,000	8,750	8,459	6,541	56%		5,480	44%
001-410-539-30524	OPERATING SUPPLIES - TOOLS	500	292	120	380	24%		80	80%
001-410-539-31000	OTHER OPERATING EXP - IT SUPPO	8,400	4,900	4,900	3,500	58%		4,669	158%
001-410-539-60641	OFFICE FURNITURE & EQUIPMENT	918	536	350	568	38%		705	1410%
	TOTAL PUBLIC WORKS ADM	193,918	113,119	120,091	73,827	62%		105,003	59%
	ROADS & STREETS								
001-430-541-10110	SALARIES & WAGES	15,835	9,237	4,039	11,796	26%		4,866	60%
001-430-541-10120	REGULAR SALARIES & WAGES	304,003	177,335	186,479	117,524	61%		160,754	53%
001-430-541-10140	OVERTIME	5,000	2,917	1,958	3,042	39%		4,052	50%
001-430-541-10210	FICA TAXES	24,850	14,496	14,140	10,710	57%		12,123	53%
001-430-541-10220	RETIREMENT CONTRIBUTIONS	38,982	22,740	21,910	17,072	56%		21,606	57%
001-430-541-10230	LIFE & HEALTH INSURANCE	63,842	37,241	54,379	9,463	85%		36,030	51%
001-430-541-30341	CONTRACTUAL SERVICES	50,000	29,167	29,639	20,361	59%		2,174	6%
001-430-541-30343	PROFESSIONAL SERVICES	30,000	17,500	7,550	22,450	25%		0	0%
001-430-541-30403	GASOLINE & DIESEL	49,395	28,814	25,917	23,478	52%		29,697	58%
001-430-541-30462	REPAIR & MAINT - HEAVY EQUIPME	5,000	2,917	1,254	3,746	25%		0	0%
001-430-541-30524	OPERATING SUPPLIES - SMALL TOO	5,000	2,917	961	4,039	19%		1,708	53%
001-430-541-30530	ROAD MATERIALS & SUPPLIES	37,000	21,583	29,586	7,414	80%		15,519	52%
001-430-541-60632	RESURF & SIDEWALKS	842,629	491,534	20,101	822,528	2%		627,208	138%
001-430-541-60634	STORM WATER FACILITIES	227,002	132,418	138	226,863	0%		242,315	58%
001-430-541-60642	VEHICLES	26,000	15,167	25,695	305	99%		0	0%
001-430-541-60643	HEAVY EQUIPMENT	50,605	29,520	50,602	3	100%		36,169	55%
	TOTAL ROADS & STREETS	1,775,143	1,035,500	474,348	1,300,794	27%		1,194,220	66%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021 BUDGET	7 MONTH YTD BUDGET	7 MONTHS YTD 4/30/2021	BUDGET BALANCE	58% BUDGET GOAL		PRIOR YTD AMOUNT 4/30/2020	PRIOR YTD% 4/30/2020
	CEMETERIES & GROUNDS								
001-431-542-10120	REGULAR SALARIES & WAGES	75,266	43,905	43,501	31,765	58%		30,950	49%
001-431-542-10140	OVERTIME	2,122	1,238	519	1,603	24%		803	39%
001-431-542-10210	FICA TAXES	6,215	3,625	3,110	3,105	50%		2,237	45%
001-431-542-10220	RETIREMENT CONTRIBUTIONS	5,005	2,920	5,002	3	100%		4,448	56%
001-431-542-10230	LIFE & HEALTH INSURANCE	16,248	9,478	11,337	4,911	70%		7,499	54%
001-431-542-30521	OPERATING SUPPLIES	1,000	583	42	958	4%		9	9%
	TOTAL CEMETERIES & GROUNDS	105,856	61,749	63,511	42,345	60%		45,946	49%
	BUILDINGS & GROUNDS								
001-440-519-10120	REGULAR SALARIES & WAGES	169,608	98,938	89,687	79,921	53%		83,347	53%
001-440-519-10140	OVERTIME	3,000	1,750	691	2,309	23%		1,200	45%
001-440-519-10210	FICA TAXES	13,205	7,703	6,408	6,797	49%		5,970	53%
001-440-519-10220	RETIREMENT CONTRIBUTIONS	20,713	12,083	10,415	10,298	50%		11,125	56%
001-440-519-10230	LIFE & HEALTH INSURANCE	34,522	20,138	23,134	11,388	67%		20,648	57%
001-440-519-30341	CONTRACTUAL SERVICES	64,375	37,552	25,716	38,659	40%		33,492	99%
001-440-519-30463	REPAIR & MAINT.-BUILDINGS & GR	80,000	46,667	44,334	35,666	55%		24,028	64%
001-440-519-30464	REPAIRS TURNKEY - HURRICANE MI	0	0	0	0	0%		2,841	100%
001-440-519-30491	OTHER OPERATING EXPENSE	20,625	12,031	20,619	6	100%		11,054	70%
001-440-519-60610	LAND	178,500	104,125	4,168	174,332	2%		0	0%
001-440-519-60641	OFFICE FURNITURE & EQUIPMENT	10,000	5,833	720	9,280	7%		4,796	100%
001-440-519-60644	EQUIPMENT	12,000	7,000	1,313	10,687	11%		2,688	179%
	TOTAL BUILDINGS & GROUNDS	606,548	353,820	227,206	379,342	37%		201,190	40%
	FLEET MAINTENANCE								
001-450-541-10120	REGULAR SALARIES & WAGES	60,000	35,000	37,020	22,980	62%		22,032	47%
001-450-541-10140	OVERTIME	1,000	583	60	940	6%		118	51%
001-450-541-10210	FICA TAXES	4,667	2,722	2,694	1,973	58%		1,522	48%
001-450-541-10220	RETIREMENT CONTRIBUTIONS	7,320	4,270	4,351	2,969	59%		2,641	48%
001-450-541-10230	LIFE & HEALTH INSURANCE	12,200	7,117	6,834	5,366	56%		5,884	51%
001-450-541-30404	OIL & GREASE	4,000	2,333	2,062	1,938	52%		1,724	36%
001-450-541-30405	TIRES	6,500	3,792	5,319	1,181	82%		5,009	61%
001-450-541-30406	VEH PARTS ONLY	35,000	20,417	14,316	20,684	41%		16,947	55%
001-450-541-30407	VEHICLE REPAIRS	20,000	11,667	19,684	316	98%		9,840	80%
001-450-541-30491	OTHER OPER EXPENSE	8,500	4,958	5,290	3,210	62%		3,884	67%
	TOTAL FLEET MAINT	159,187	92,859	97,632	61,555	61%		69,602	54%
	TOTAL GEN FUND EXPENDITURES	11,616,082	6,776,048	5,673,772	5,942,309	49%		5,714,626	54%
	COMMUNITY REDEVELOPMENT AGENCY								
002-250-552-10110	EXECUTIVE SALARIES & WAGES	68,705	40,078	37,181	31,524	54%		35,452	53%
002-250-552-10120	REGULAR SALARIES & WAGES	15,000	8,750	6,207	8,794	41%		0	0%
002-250-552-10210	FICA	6,438	3,756	2,696	3,742	42%		2,645	42%
002-250-552-10220	RETIREMENT CONTRIBUTIONS	10,044	5,859	4,458	5,586	44%		1,826	23%
002-250-552-10230	LIFE & HEALTH INSURANCE	7,346	4,285	7,057	289	96%		2,643	36%
002-250-552-30341	CONTRACTUAL SERVICES	15,000	8,750	7,850	7,150	52%		3,568	14%
002-250-552-30343	PROFESSIONAL SERVICES	41,200	24,033	4,234	36,966	10%		6,120	15%
002-250-552-30390	CONTINGENCIES - TANYARD CREEK	3,700	2,158	0	3,700	0%		0	0%
002-250-552-30402	TRAVEL EXPENSES	500	292	0	500	0%		0	0%
002-250-552-30403	GAS & DIESEL	250	146	0	250	0%		0	0%
002-250-552-30410	TELEPHONE	1,500	875	0	1,500	0%		353	63%
002-250-552-30463	RENTAL EXPENSE	0	0	0	0	0%		3,000	60%
002-250-552-30490	BANK CHARGES	500	292	144	356	29%		399	67%
002-250-552-30491	OTHER OPERATING EXPENSES	5,000	2,917	1,522	3,478	30%		0	0%
002-250-552-30493	TRAINING	1,000	583	0	1,000	0%		175	18%
002-250-552-30500	LEGAL ADS & RECORDINGS	800	467	0	800	0%		0	0%
002-250-552-30512	POSTAGE	100	58	0	100	0%		0	0%
002-250-552-30521	OPERATING SUPPLIES	5,250	3,063	1,129	4,121	22%		2,258	53%
002-250-552-31000	OTHER OPERATING EXPENSE- IT SU	4,000	2,333	2,333	1,667	58%		581	58%
002-250-552-32000	ADMINISTRATIVE SUPPORT SERVICE	20,000	11,667	11,674	8,326	58%		11,669	58%
002-250-552-60000	SENIOR ENERGY EFF PROGRAM	32,040	18,690	32,040	0	100%		7,300	98%
002-250-552-60010	BEAUTIFICATION PROJECTS	5,000	2,917	0	5,000	0%		0	0%
002-250-552-60040	CRA CATALYST PROJECTS	302,062	176,203	155,451	146,611	51%		104,904	38%
002-250-552-60641	OFFICE FURNITURE & EQUIPMENT	1,000	583	0	1,000	0%		0	0%
002-250-552-70710	CRA LINE OF CREDIT PRINCIPAL	64,100	37,392	64,100	0	100%		0	0%
002-250-552-70711	CRA LINE OF CREDIT INTEREST	1,500	875	1,094	406	73%		1,107	38%
	TOTAL CRA	612,035	357,020	339,170	272,865	55%		183,999	23%
	ENTERPRISE FUND								
	FINANCIAL SERVICES								
400-271-513-10110	EXECUTIVE SALARIES & WAGES	74,933	43,711	42,383	32,550	57%		35,155	51%
400-271-513-10120	REGULAR SALARIES & WAGES	127,355	74,290	74,356	52,999	58%		65,495	52%
400-271-513-10210	FICA TAXES	15,475	9,027	8,359	7,116	54%		7,213	51%
400-271-513-10220	RETIREMENT CONTRIBUTIONS	24,274	14,160	13,660	10,614	56%		12,024	53%
400-271-513-10230	LIFE & HEALTH INSURANCE	28,320	16,520	15,682	12,638	55%		15,865	59%
400-271-513-30341	CONTRACTUAL SERVICES	26,500	15,458	15,152	11,348	57%		5,569	40%
	TOTAL FINANCIAL SERVICES	296,857	173,167	169,592	127,265	57%		141,321	52%
	CUSTOMER SERVICES								
400-274-513-10110	EXE SALARIES & WAGES	32,445	18,926	18,359	14,086	57%		16,989	53%
400-274-513-10120	REGULAR SALARIES & WAGES	100,243	58,475	43,364	56,879	43%		39,332	55%
400-274-513-10140	OVERTIME	2,947	1,719	2,138	809	73%		311	28%
400-274-513-10210	FICA TAXES	10,376	6,053	4,860	5,516	47%		3,983	53%
400-274-513-10220	RETIREMENT CONTRIBUTION	16,276	9,494	7,368	8,908	45%		7,201	56%
400-274-513-10230	LIFE & HEALTH INSURANCE	20,345	11,868	5,947	14,398	29%		9,887	65%
400-274-513-30280	Credit Card Processing Charges	96,436	56,254	83,606	12,830	87%		65,315	60%
400-274-513-30410	TELEPHONE	7,499	4,374	4,930	2,569	66%		4,450	51%
400-274-513-30461	REPAIR & MAINTAIN OFFICE EQUIP	2,119	1,236	1,129	990	53%		1,121	51%
400-274-513-30491	OTHER OPERATING EXPENSES	1,030	601	984	46	96%		142	95%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021 BUDGET	7 MONTH YTD BUDGET	7 MONTHS YTD 4/30/2021	BUDGET BALANCE	58% BUDGET GOAL		PRIOR YTD AMOUNT 4/30/2020	PRIOR YTD% 4/30/2020
400-274-513-30493	TRAINING	2,000	1,167	348	1,652	17%		0	0%
400-274-513-30511	OFFICE SUPPLIES-GENERAL	750	438	39	711	5%		400	80%
400-274-513-31000	OTHER OPERATING EXPENSE IT SUP	8,400	4,900	4,900	3,500	58%		4,669	58%
400-274-513-60641	OFFICE FURNITURE & EQUIPMENT	4,230	2,468	1,063	3,167	25%		3,116	130%
	TOTAL CUSTOMER SERVICES	305,096	177,973	179,035	126,061	59%		156,916	55%
	SEWER ADMINISTRATION								
402-520-535-10110	EXE SALARIES & WAGES	14,901	8,692	8,259	6,642	55%		7,564	51%
402-520-535-10120	REGULAR SALARIES & WAGES	112,426	65,582	36,559	75,867	33%		31,621	51%
402-520-535-10140	OVERTIME	4,474	2,610	2,180	2,294	49%		1,946	41%
402-520-535-10210	FICA TAXES	9,241	5,391	3,181	6,060	34%		2,843	51%
402-520-535-10220	RETIREMENT CONTRIBUTIONS	14,495	8,455	5,319	9,176	37%		4,614	51%
402-520-535-10230	LIFE & HEALTH INSURANCE	24,160	14,093	14,465	9,695	60%		12,707	56%
402-520-535-30320	ACCOUNTING & AUDITING SERVICES	8,583	5,007	8,580	3	100%		4,950	62%
402-520-535-30341	CONTRACTUAL SERVICES	45,669	26,640	2,215	43,454	5%		2,372	35%
402-520-535-30343	PROFESSIONAL SERVICES	49,125	28,656	10,271	38,854	21%		18,403	34%
402-520-535-30390	CONTINGENCY	41,000	23,917	0	41,000	0%		0	0%
402-520-535-30402	TRAVEL EXPENSE	200	117	0	200	0%		30	15%
402-520-535-30403	GAS & DIESEL	200	117	0	200	0%		0	0%
402-520-535-30404	OIL & GREASE	400	233	0	400	0%		0	0%
402-520-535-30405	TIRES	200	117	0	200	0%		0	0%
402-520-535-30410	TELEPHONE	14,000	8,167	7,554	6,446	54%		7,567	54%
402-520-535-30440	RENTALS & LEASES	3,000	1,750	354	2,646	12%		226	23%
402-520-535-30451	INSURANCE - PROPERTY LIABILITY	38,041	22,191	29,188	8,853	77%		26,303	73%
402-520-535-30491	OTHER OPERATING EXPENSE	4,239	2,473	2,483	1,756	59%		2,143	31%
402-520-535-30511	OFFICE SUPPLIES	300	175	0	300	0%		227	57%
402-520-535-30521	OPERATING SUPPLIES	300	175	31	269	10%		0	0%
402-520-535-30522	OPERATING SUPPLIES - UNIFORMS	300	175	143	157	48%		102	34%
402-520-535-31000	OTHER OPERATING EXP - IT SUPPO	8,400	4,900	4,900	3,500	58%		4,669	58%
402-520-535-60644	EQUIPMENT	10,000	5,833	0	10,000	0%		0	0%
402-520-535-70031	2003 BOND DEBT SERVICE PRINCIP	97,096	56,639	97,096	(0)	100%		106,394	100%
402-520-535-70032	2003 BOND DEBT SERVICE INTERES	20,373	11,884	20,373	(0)	100%		35,596	53%
402-520-535-70111	2011 BOND DEBT SERVICE PRINCIP	26,851	15,663	26,851	(0)	100%		27,400	100%
402-520-535-70112	2011 BOND DEBT SERVICE INTERES	16,195	9,447	16,195	0	100%		24,605	72%
402-520-535-70720	DEBT SRL 12064107P	0	0	0	0	0%		108,484	50%
402-520-535-70721	DEBT SRL 12064107P	0	0	0	0	0%		2,795	67%
402-520-535-70731	HONEYWELL LOAN PRINCIPAL	48,907	28,529	24,173	24,734	49%		22,743	50%
402-520-535-70732	HONEWELL LOAN INTEREST	6,230	3,634	3,395	2,835	54%		4,463	43%
402-520-535-70733	DEBT SERVICE SRL 641090 PRINCI	12,438	7,256	6,186	6,252	50%		6,056	50%
402-520-535-70734	DEBT SERVICE SRL 641090 INTERE	5,518	3,219	2,792	2,726	51%		2,923	38%
402-520-535-70735	DEBT SERVICE SRL 200100 PRINCI	23,188	13,526	11,834	11,354	51%		11,420	50%
402-520-535-70736	DEBT SERVICE SRL 200100 INTERE	4,019	2,344	2,058	1,961	51%		2,183	50%
402-520-535-70737	DEBT SERVICE SRL 200110	44,586	26,009	9,809	34,777	22%		0	0%
402-520-535-70738	DEBT SERVICE SRL 200110 INTERE	2,347	1,369	404	1,943	17%		0	0%
402-520-535-90990	TRANSFER OF PROFIT	141,800	82,717	82,717	59,083	58%		67,109	58%
402-520-535-90991	TRANSFER CAPITAL IMPROVEMENT	30,000	17,500	0	30,000	0%		50,000	100%
402-520-535-91000	BUSINESS ACTIVITY SHARED EXP	48,719	28,419	28,419	20,300	58%		26,425	53%
	TOTAL SEWER ADM	931,921	543,621	467,984	463,937	50%		626,882	60%
	SEWER TREATMENT								
402-531-535-30341	CONTRACTUAL SERVICES	816,000	476,000	511,144	304,856	63%		413,613	53%
402-531-535-30343	PROFESSIONAL SERVICES	125,000	72,917	0	125,000	0%		73,574	20%
402-531-535-30430	UTILITIES	145,000	84,583	98,403	46,597	68%		92,436	44%
402-531-535-30464	REPAIRS TURNKEY - HURRICANE MI	0	0	0	0	0%		3,300	100%
402-531-535-30466	REPAIR & MAINTENANCE - PLANT	12,000	7,000	0	12,000	0%		6,677	95%
402-531-535-30491	OTHER OPERATING EXPENSE	5,000	2,917	2,773	2,227	55%		149,000	100%
402-531-535-60620	BUILDING AND BUILDING IMPROVEM	3,530,067	2,059,206	0	3,530,067	0%		0	0%
402-531-535-60644	EQUIPMENT	202,972	118,400	2,800	200,172	1%		0	0%
	TOTAL SEWER TREATMENT	4,836,039	2,821,023	615,119	4,220,920	13%		738,600	46%
	HURRICANE MICHAEL-SEWER								
402-539-531-10120	REGULAR SALARIES & WAGES - LIN	13,745	8,018	10,441	3,304	76%		7,626	46%
402-539-531-10140	OVERTIME - LINE CLEARING CREW	1,873	1,093	1,870	3	100%		592	38%
402-539-531-10210	FICA TAXES- LINE CLEARING CREW	1,057	617	901	156	85%		588	44%
402-539-531-10220	RETIREMENT CONTRIBUTIONS - LIN	1,582	923	1,130	452	71%		877	44%
402-539-531-10230	LIFE & HEALTH INS - LINE CLEAR	2,967	1,731	2,072	895	70%		1,822	44%
	TOTAL HURRICANE MICHAEL- SEWER	21,224	12,381	16,414	4,810	77%		11,505	45%
	SEWER DISTRIBUTION								
402-540-535-10120	REGULAR SALARIES & WAGES	101,453	59,181	46,526	54,927	46%		43,366	49%
402-540-535-10140	OVERTIME	7,626	4,449	2,932	4,694	38%		1,892	46%
402-540-535-10210	FICA TAXES	8,482	4,948	3,435	5,047	40%		3,075	39%
402-540-535-10220	RETIREMENT CONTRIBUTIONS	13,382	7,806	5,245	8,137	39%		5,123	41%
402-540-535-10230	LIFE & HEALTH INSURANCE	21,972	12,817	14,273	7,699	65%		16,088	56%
402-540-535-30312	ENGINEERING STUDY	2,060	1,202	0	2,060	0%		0	0%
402-540-535-30341	CONTRACTUAL SERVICES	3,000	1,750	0	3,000	0%		0	0%
402-540-535-30390	BAD DEBTS	200	117	0	200	0%		0	0%
402-540-535-30393	RATE STABILIZATION	2,000	1,167	0	2,000	0%		0	0%
402-540-535-30401	AUTO EXPENSE	500	292	0	500	0%		0	0%
402-540-535-30403	GASOLINE & DIESEL	2,000	1,167	831	1,169	42%		935	47%
402-540-535-30404	OIL & GREASE	1,197	698	291	906	24%		222	44%
402-540-535-30405	TIRES	7,400	4,317	1,192	6,208	16%		343	17%
402-540-535-30406	AUTO PARTS	800	467	704	96	88%		633	58%
402-540-535-30407	VEHICLE REPAIRS-PARTS AND LABO	0	0	0	0	0%		6,128	77%
402-540-535-30462	REPAIR & MAINT.-EQUIPMENT & TO	4,000	2,333	289	3,711	7%		1,393	35%
402-540-535-30467	MAINTENANCE OF MAINS & LINES	421,116	245,651	402,109	19,007	95%		38,684	4%
402-540-535-30491	OTHER OPERATING EXPENSE	500	292	4	496	1%		65	13%
402-540-535-30521	OPERATING SUPPLIES	400	233	115	285	29%		42	10%
402-540-535-30522	OPERATING SUPPLIES - UNIFORMS	2,000	1,167	1,259	741	63%		921	48%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021 BUDGET	7 MONTH YTD BUDGET	7 MONTHS YTD 4/30/2021	BUDGET BALANCE	58% BUDGET GOAL		PRIOR YTD AMOUNT 4/30/2020	PRIOR YTD% 4/30/2020
402-540-535-60644	EQUIPMENT	534,917	312,035	456,769	78,148	85%		6,500	6%
402-540-535-60646	EQUIPMENT - FIBER OPTIC SYSTEM	65,000	37,917	4,234	60,766	7%		78	7%
	TOTAL SEWER DISTRIBUTION	1,200,005	700,003	940,208	259,797	78%		125,487	9%
	TOTAL SEWER FUND	6,989,189	4,077,027	2,039,725	4,949,464	29%		1,502,474	37%
	ELECTRIC ADMINISTRATION								
403-520-531-10110	EXE SALARIES & WAGES	171,023	99,763	34,863	136,160	20%		32,089	19%
403-520-531-10120	REGULAR SALARIES & WAGES	134,292	78,337	53,994	80,298	40%		47,634	37%
403-520-531-10140	OVERTIME	1,957	1,142	1,949	8	100%		346	24%
403-520-531-10210	FICA TAXES	23,506	13,712	6,904	16,602	29%		5,184	39%
403-520-531-10220	RETIREMENT CONTRIBUTIONS	36,873	21,509	10,656	26,217	29%		8,396	49%
403-520-531-10230	LIFE & HEALTH INSURANCE	49,164	28,679	7,287	41,877	15%		8,699	55%
403-520-531-30320	ACCOUNTING & AUDITING SERVICES	26,779	15,621	18,720	8,059	70%		12,300	59%
403-520-531-30341	CONTRACTUAL SERVICES	149,536	87,229	66,739	82,797	45%		32,568	18%
403-520-531-30343	PROFESSIONAL SERVICES	75,000	43,750	21,975	53,025	29%		63,441	77%
403-520-531-30370	PURCHASED ELECTRIC	6,600,000	3,850,000	4,136,096	2,463,904	63%		3,807,348	51%
403-520-531-30390	CONTINGENCY	160,000	93,333	0	160,000	0%		0	0%
403-520-531-30391	RESERVES	1,621,764	946,029	1,207,843	413,921	74%		0	0%
403-520-531-30402	TRAVEL EXPENSE	3,000	1,750	2,427	573	81%		2,208	74%
403-520-531-30403	GASOLINE & DIESEL	15,000	8,750	7,128	7,872	48%		9,509	60%
403-520-531-30404	OIL & GREASE	250	146	0	250	0%		0	0%
403-520-531-30405	TIRES	400	233	0	400	0%		0	0%
403-520-531-30406	VEHICLE PARTS ONLY	500	292	0	500	0%		0	0%
403-520-531-30407	VEHICLE REPAIRS	200	117	0	200	0%		0	0%
403-520-531-30410	TELEPHONE	3,500	2,042	1,748	1,752	50%		1,934	57%
403-520-531-30440	RENTALS/LEASES	15,000	8,750	453	14,547	3%		226	8%
403-520-531-30451	INSURANCE - PROPERTY LIABILITY	131,919	76,953	112,681	19,238	85%		101,394	75%
403-520-531-30462	REAPIR & MAINT-EQUIPMENT & TO	3,000	1,750	0	3,000	0%		7	2%
403-520-531-30491	OTHER OPERATING EXPENSE	29,500	17,208	2,499	27,001	8%		1,865	3%
403-520-531-30493	TRAINING	10,000	5,833	9,970	30	100%		5,275	34%
403-520-531-30500	LEGAL ADS & RECORDING	1,000	583	182	818	18%		168	7%
403-520-531-30511	OFFICE SUPPLIES	515	300	495	20	96%		39	8%
403-520-531-30512	POSTAGE	19,294	11,255	19,267	27	100%		2,759	12%
403-520-531-30521	OPERATING SUPPLIES	700	408	339	361	48%		216	31%
403-520-531-30522	OPERATING SUPPLIES - UNIFORMS	1,000	583	429	571	43%		307	46%
403-520-531-30540	DUES, PUBLICATION, & MEMBERSHI	38,300	22,342	31,108	7,192	81%		33,748	94%
403-520-531-30580	STATE ASSESSMENT TAXES	2,100	1,225	1,258	842	60%		1,431	53%
403-520-531-30591	UNCLAIMED PROPERTY UTILITY REF	5,000	2,917	0	5,000	0%		3,036	87%
403-520-531-30646	ECONOMIC DEVELOPMENT INITIATIV	183,000	106,750	83,814	99,186	46%		10,000	10%
403-520-531-31000	OTHER OPERATING EXP - IT SUPPO	23,690	13,819	13,819	9,871	58%		13,419	89%
403-520-531-60641	OFFICE FURNITURE & EQUIPMENT	3,145	1,835	0	3,145	0%		2,417	85%
403-520-531-70031	2003 BOND DEBT SERVICE PRINCIP	194,193	113,279	194,193	0	100%		212,787	100%
403-520-531-70032	BOND DEBT SERVICE INTEREST	40,747	23,769	40,747	0	100%		71,193	53%
403-520-531-70111	2011 BOND DEBT SERVICE PRINCIP	125,993	73,496	125,993	(0)	100%		128,569	100%
403-520-531-70112	2011 BOND DEBT SERVICE INTERES	75,990	44,328	75,990	(0)	100%		138,847	100%
403-520-531-90990	TRANSFER OF PROFIT	4,639,940	2,706,632	2,689,132	1,950,808	58%		2,543,856	58%
403-520-531-90991	TRANSFER OF TECH COSTS	31,529	18,392	18,398	13,131	58%		47,397	31%
403-520-531-90993	INTERFUND TRANSFER TO SEWER	314,002	183,168	183,168	130,834	58%		0	0%
403-520-531-90995	INTERFUND TRANSFER TO GAS	122,308	71,346	71,346	50,962	58%		0	0%
403-520-531-91000	BUSINESS ACTIVITY SHARED EXP	388,139	226,414	226,415	161,724	58%		175,427	52%
	TOTAL ELECTRIC ADM	15,472,748	9,025,770	9,480,025	5,992,723	61%		7,526,040	54%
	ELECTRIC DISTRIBUTION								
403-591-531-10120	REGULAR SALARIES & WAGES	415,273	242,243	215,767	199,506	52%		179,757	51%
403-591-531-10140	OVERTIME	31,885	18,600	7,876	24,009	25%		8,160	35%
403-591-531-10210	FICA TAXES	34,208	19,955	15,979	18,229	47%		13,517	51%
403-591-531-10220	RETIREMENT CONTRIBUTIONS	53,659	31,301	24,730	28,929	46%		20,924	52%
403-591-531-10230	LIFE & HEALTH INSURANCE	67,074	39,127	50,748	16,326	76%		33,275	55%
403-591-531-30341	CONTRACTUAL SERVICES	360,000	210,000	0	360,000	0%		0	0%
403-591-531-30403	GASOLINE & DIESEL	7,560	4,410	5,508	2,052	73%		4,864	23%
403-591-531-30404	OIL & GREASE	1,330	776	1,097	233	82%		879	80%
403-591-531-30405	TIRES	2,545	1,485	0	2,545	0%		978	28%
403-591-531-30406	PARTS	15,000	8,750	2,060	12,940	14%		9,199	61%
403-591-531-30407	VEHICLE REPAIRS-LABOR & PARTS	20,000	11,667	6,276	13,724	31%		14,048	60%
403-591-531-30430	UTILITIES	45,000	26,250	38,270	6,730	85%		8,553	46%
403-591-531-30440	RENTALS / LEASES	2,000	1,167	0	2,000	0%		0	0%
403-591-531-30461	REPAIR & MAINT - OFFICE EQUIPM	2,500	1,458	0	2,500	0%		1,440	29%
403-591-531-30462	REPAIR & MAINT - EQUIPMENT & T	8,500	4,958	1,024	7,476	12%		368	4%
403-591-531-30467	REPAIR & MAINT-MAINS & LINES	35,000	20,417	8,720	26,280	25%		11,520	82%
403-591-531-30468	REPAIR & MAINTENANCE - SERVICE	6,816	3,976	2,796	4,020	41%		3,542	35%
403-591-531-30469	CONTRACTUAL TREE TRIMMING & LI	30,000	17,500	14,041	15,959	47%		8,600	52%
403-591-531-30491	OTHER OPERATING EXPENSES	454,408	265,071	449,409	4,999	99%		50	1%
403-591-531-30521	OPERATING SUPPLIES	800	467	142	658	18%		65	5%
403-591-531-30522	OPERATING SUPPLIES - UNIFORMS	14,049	8,195	10,339	3,710	74%		7,438	50%
403-591-531-60635	STREET LIGHTS	20,600	12,017	18,294	2,306	89%		0	0%
403-591-531-60636	SIGNALIZATION	40,000	23,333	0	40,000	0%		90	0%
403-591-531-60642	VEHICLES	150,000	87,500	149,400	600	100%		0	0%
403-591-531-60644	EQUIPMENT	0	0	(1,427)	1,427	100%		0	0%
403-591-531-60646	EQUIPMENT - FIBER OPTIC SYSTEM	305,000	177,917	19,512	285,488	6%		366	7%
403-591-531-70731	HONEYWELL LOAN PRINCIPAL	86,946	50,719	42,974	43,972	49%		40,433	50%
403-591-531-70732	HONEYWELL LOAN INTEREST	11,076	6,461	6,036	5,040	54%		7,934	41%
403-591-531-70733	BUCKET TRUCKS LOAN PRINCIPAL	101,495	59,205	0	101,495	0%		0	0%
403-591-531-70734	BUCKET TRUCK LOAN INTEREST	14,086	8,217	0	14,086	0%		0	0%
	TOTAL ELECTRIC DISTRIBUTION	2,336,810	1,363,139	1,089,571	1,247,239	47%		376,001	21%
	ELECTRIC WAREHOUSE								
403-502-531-10120	REGULAR SALARIES & WAGES	31,022	18,096	18,026	12,996	58%		16,090	52%
403-502-531-10140	OVERTIME	3,667	2,139	708	2,959	19%		360	21%
403-502-531-10210	FICA TAXES	2,654	1,548	1,207	1,447	45%		1,056	45%
403-502-531-10220	RETIREMENT CONTRIBUTIONS	4,163	2,428	2,104	2,059	51%		1,927	53%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021 BUDGET	7 MONTH YTD BUDGET	7 MONTHS YTD 4/30/2021	BUDGET BALANCE	58% BUDGET GOAL		PRIOR YTD AMOUNT 4/30/2020	PRIOR YTD% 4/30/2020
403-502-531-10230	LIFE & HEALTH INSURANCE	6,938	4,047	4,183	2,755	60%		3,718	56%
403-502-531-30430	UTILITIES	4,000	2,333	2,865	1,135	72%		1,559	39%
403-502-531-30461	R/M-OFFICE EQUIPMENT	300	175	129	171	43%		199	50%
403-502-531-30462	REPAIR & MAINT - EQUIP AND TOO	4,800	2,800	213	4,587	4%		5	67%
403-502-531-30463	REPAIR & MAINT - BLDS AND GROU	3,000	1,750	217	2,783	7%		1,247	39%
403-502-531-30464	REPAIRS TURNKEY - HURRICANE MI	0	0	0	0	0%		12,375	100%
403-502-531-30491	OTHER OPERATING EXPENSE	700	408	695	5	99%		12	39%
403-502-531-30521	OPERATING SUPPLIES	1,500	875	719	781	48%		760	76%
403-502-531-30522	OPERATING SUPPLIES - UNIFORMS	700	408	429	271	61%		334	51%
	TOTAL ELECTRIC WAREHOUSE	63,444	37,009	31,494	31,950	50%		39,642	56%
	HURRICANE MICHEAL- ELECTRIC								
403-539-531-10120	REGULAR SALARIES & WAGES - LIN	94,378	55,054	44,897	49,481	48%		54,514	40%
403-539-531-10140	OVERTIME - LINE CLEARING CREW	6,200	3,617	2,598	3,602	42%		2,912	35%
403-539-531-10210	FICA TAXES - LINE CLEARING CRE	7,694	4,488	3,367	4,327	44%		5,445	51%
403-539-531-10220	RETIREMENT CONTRIBUTIONS - LIN	12,069	7,040	4,961	7,108	41%		6,071	37%
403-539-531-10230	LIFE & HEALTH INS - LINE CLEAR	18,508	10,796	12,868	5,640	70%		10,715	40%
403-539-531-30343	PROFESSIONAL SERVICES	55,462	32,353	11,030	44,432	20%		106,609	60%
403-539-531-30469	CONTRACTUAL SRVC TREE TRIMMING	140,000	81,667	94,366	45,634	67%		103,790	53%
403-539-531-60640	STORM HARDENING POLES EQUIPME	15,000	8,750	0	15,000	0%		6,503	87%
403-539-531-70191	H-M LOAN CCB 3M '19 PRINCIPAL	1,000,000	583,333	500,000	500,000	50%		497,622	100%
403-539-531-70192	H-M LOAN CCB 3M '19 INT	65,500	38,208	39,075	26,425	60%		56,172	48%
	TOTAL HURRICANE MICHAEL	1,414,811	825,306	713,161	701,650	50%		850,351	71%
	TOTAL ELECTRIC FUND	19,287,813	11,251,224	11,314,251	7,973,562	59%		8,792,034	52%
	WATER ADMINISTRATION								
404-520-533-10110	EXE SALARIES & WAGES	14,901	8,692	8,259	6,642	55%		7,564	51%
404-520-533-10120	REGULAR SALARIES & WAGES	19,685	11,483	24,830	(5,145)	126%		10,493	28%
404-520-533-10140	OVERTIME	800	467	1,709	(909)	214%		173	19%
404-520-533-10210	FICA TAXES	2,551	1,488	2,604	(53)	102%		1,330	46%
404-520-533-10220	RETIREMENT CONTRIBUTIONS	4,147	2,419	3,965	182	96%		2,165	48%
404-520-533-10230	LIFE & HEALTH INSURANCE	4,535	2,645	3,875	660	85%		2,514	55%
404-520-533-30320	ACCOUNTING & AUDITING SERVICES	8,408	4,905	8,580	(172)	102%		4,950	52%
404-520-533-30341	CONTRACTUAL SERVICES	10,369	6,049	2,215	8,154	21%		2,372	22%
404-520-533-30343	PROFESSIONAL SERVICES	27,866	16,255	4,030	23,836	14%		21,553	42%
404-520-533-30390	CONTINGENCY	40,000	23,333	0	40,000	0%		0	0%
404-520-533-30402	TRAVEL EXPENSE	200	117	0	200	0%		0	0%
404-520-533-30404	OIL & GREASE	100	58	0	100	0%		0	0%
404-520-533-30405	TIRES	400	233	0	400	0%		0	0%
404-520-533-30410	TELEPHONE	3,594	2,097	874	2,720	24%		2,213	62%
404-520-533-30440	RENTALS & LEASES	2,000	1,167	354	1,646	18%		226	11%
404-520-533-30451	INSURANCE - PROPERTY LIABILITY	39,111	22,815	33,357	5,754	85%		30,061	71%
404-520-533-30491	OTHER OPERATING EXPENSE	3,753	2,189	2,483	1,270	66%		1,800	30%
404-520-533-30493	TRAINING	1,000	583	0	1,000	0%		0	0%
404-520-533-30501	PERMITS & FEES	1,000	583	0	1,000	0%		0	0%
404-520-533-30511	OFFICE SUPPLIES	208	121	0	208	0%		0	0%
404-520-533-30521	OPERATING SUPPLIES	300	175	0	300	0%		0	0%
404-520-533-30522	OPERATING SUPPLIES - UNIFORMS	198	116	143	55	72%		102	41%
404-520-533-31000	OTHER OPERATING EXP - IT SUPPO	8,400	4,900	4,900	3,500	58%		4,669	58%
404-520-533-70031	2003 BOND DEBT SERVICE PRINCIP	97,096	56,639	97,096	(0)	100%		106,394	100%
404-520-533-70032	2003 BOND DEBT SERVICE INTERES	20,373	11,884	20,373	(0)	100%		35,596	53%
404-520-533-70111	2011 BOND DEBT SERVICE PRINCIP	26,851	15,663	26,851	(0)	100%		27,400	100%
404-520-533-70112	2011 BOND DEBT SERVICE INTERES	16,195	9,447	16,195	0	100%		29,590	86%
404-520-533-70710	SRL DRNK WTR 200601 PRIN	230,433	134,419	113,890	116,543	49%		118,678	60%
404-520-533-70720	DRK WTR SRL 200601 INT	26,604	15,519	14,629	11,975	55%		41,694	51%
404-520-533-70722	2020C FDEP BBT PRINCIPAL	141,071	82,291	70,165	70,906	50%		0	0%
404-520-533-70723	2020C FDEP BBT INTEREST	41,360	24,127	21,050	20,310	51%		0	0%
404-520-533-70731	HONEYWELL LOAN PRINCIPAL	27,171	15,850	13,430	13,741	49%		12,635	50%
404-520-533-70732	HONEYWELL LOAN INTEREST	3,461	2,019	1,886	1,575	54%		2,480	43%
404-520-533-90420	Transfer to Sewer	134,005	78,170	78,170	55,835	58%		0	0%
404-520-533-90990	TRANSFER OF PROFIT	36,311	21,181	21,181	15,130	58%		21,707	17%
404-520-533-90991	TRANSFER TO REFUSE	56,639	33,039	33,039	23,600	58%		0	0%
404-520-533-91000	BUSINESS ACTIVITY SHARED EXP	64,998	37,916	37,916	27,083	58%		35,231	46%
404-520-535-30393	RATE STABILIZATION	30,000	17,500	0	30,000	0%		0	0%
404-520-535-90991	RATE STABILIZATION	0	0	0	0	0%		50,000	100%
	TOTAL WATER ADM	1,146,094	668,555	668,049	478,045	58%		573,589	53%
	WATER TREATMENT								
404-530-533-30341	CONTRACTUAL SERVICES	390,844	227,992	223,722	167,122	57%		221,956	59%
404-530-533-30430	UTILITIES	88,523	51,638	61,420	27,103	69%		44,780	49%
404-530-533-30469	REPAIR & MAINT RESERVOIRS	3,398	1,982	3,355	43	99%		0	0%
404-530-533-60644	EQUIPMENT	111,972	65,317	55,860	56,112	50%		0	0%
	TOTAL WATER TREATMENT	594,737	346,930	344,357	250,380	58%		266,736	54%
	HURRICANE MICHAEL - WATER								
404-539-531-10120	REGULAR SALARIES & WAGES - LIN	13,745	8,018	10,441	3,304	76%		7,626	46%
404-539-531-10140	OVERTIME- LINE CLEARING CREW	1,921	1,121	1,870	51	97%		591	38%
404-539-531-10210	FICA TAXES - LINE CLEARING CRE	1,056	616	901	155	85%		588	44%
404-539-531-10220	RETIREMENT CONTRIBUTIONS - LIN	1,582	923	1,130	452	71%		877	44%
404-539-531-10230	LIFE & HEALTH INS - LINE CLEAR	2,967	1,731	2,072	895	70%		1,822	44%
	TOTAL HURRICANE MICHAEL -WATER	21,271	12,408	16,413	4,858	77%		11,503	45%
	WATER DISTRIBUTION								
404-539-533-10120	REGULAR SALARIES & WAGES	98,260	57,318	46,525	51,735	47%		43,364	49%
404-539-533-10140	OVERTIME	7,458	4,351	2,930	4,528	39%		1,889	27%
404-539-533-10210	FICA TAXES	8,161	4,761	3,441	4,720	42%		3,074	41%
404-539-533-10220	RETIREMENT CONTRIBUTIONS	12,876	7,511	5,244	7,632	41%		5,122	53%
404-539-533-10230	LIFE & HEALTH INSURANCE	21,130	12,326	14,258	6,872	67%		16,085	56%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021 BUDGET	7 MONTH YTD BUDGET	7 MONTHS YTD 4/30/2021	BUDGET BALANCE	58% BUDGET GOAL		PRIOR YTD AMOUNT 4/30/2020	PRIOR YTD% 4/30/2020
404-539-533-30403	GASOLINE & DIESEL	2,351	1,371	254	2,097	11%		1,522	52%
404-539-533-30404	OIL & GREASE	399	233	0	399	0%		34	7%
404-539-533-30405	TIRES	489	285	0	489	0%		376	50%
404-539-533-30406	AUTO PARTS	786	459	626	160	80%		138	20%
404-539-533-30407	VEHICLE REPAIRS-PARTS AND LABO	1,475	860	1,031	444	70%		0	0%
404-539-533-30440	RENTALS/LEASES	500	292	0	500	0%		0	0%
404-539-533-30462	REPAIR & MAINT- EQUIPMENT & TO	646	377	0	646	0%		496	16%
404-539-533-30464	REPAIRS TURNKEY - HURRICANE MI	0	0	0	0	0%		47,712	100%
404-539-533-30467	REPAIR & MAINT.-MAINS & LINES	4,000	2,333	68	3,932	2%		1,500	21%
404-539-533-30468	REPAIR & MAINT.- SERVICES	3,500	2,042	377	3,123	11%		1,062	10%
404-539-533-30491	OTHER OPERATING EXPENSE	1,000	583	71	929	7%		0	0%
404-539-533-30521	OPERATING SUPPLIES	500	292	174	326	35%		98	20%
404-539-533-30522	OPERATING SUPPLIES - UNIFORMS	1,786	1,042	1,502	284	84%		921	48%
404-539-533-60610	JOYLAND WELL LAND & EQUIPMENT	55,277	32,245	0	55,277	0%		0	0%
404-539-533-60644	EQUIPMENT	36,000	21,000	(304)	36,304	-1%		36,414	85%
404-539-533-60646	EQUIPMENT FIBER OPTIC SYSTEM U	65,000	37,917	13,661	51,339	21%		78	7%
	TOTAL WATER DISTRIBUTION	321,594	187,597	89,857	231,736	28%		159,885	31%
	TOTAL WATER FUND	2,083,696	1,215,489	1,118,676	965,020	54%		1,011,713	48%
	GAS ADMINISTRATION								
405-520-532-10110	EXE SALARIES & WAGES	14,758	8,609	8,259	6,499	56%		7,564	51%
405-520-532-10120	REGULAR SALARIES & WAGES	19,496	11,373	11,456	8,040	59%		10,493	53%
405-520-532-10140	OVERTIME	998	582	975	23	98%		173	24%
405-520-532-10210	FICA TAXES	2,643	1,542	1,509	1,134	57%		1,330	50%
405-520-532-10220	RETIREMENT CONTRIBUTIONS	4,148	2,420	2,364	1,784	57%		2,165	52%
405-520-532-10230	LIFE & HEALTH INSURANCE	5,183	3,023	2,809	2,374	54%		2,514	56%
405-520-532-30320	ACCOUNTING & AUDITING SERVICES	8,583	5,007	8,580	3	100%		4,950	52%
405-520-532-30341	CONTRACTUAL SERVICES	18,220	10,628	2,215	16,005	12%		10,270	59%
405-520-532-30343	PROFESSIONAL SERVICES	10,041	5,857	425	9,616	4%		7,553	98%
405-520-532-30380	PURCHASED GAS	722,911	421,698	577,505	145,406	80%		428,663	56%
405-520-532-30390	CONTINGENCY	14,819	8,644	0	14,819	0%		0	0%
405-520-532-30393	RATE STAABILIZATION	16,750	9,771	0	16,750	0%		0	0%
405-520-532-30402	TRAVEL EXPENSE	200	117	0	200	0%		0	0%
405-520-532-30403	GAS & DIESEL	500	292	0	500	0%		0	0%
405-520-532-30404	OIL & GREASE	100	58	0	100	0%		43	43%
405-520-532-30405	TIRES	100	58	0	100	0%		0	0%
405-520-532-30410	TELEPHONE EXPENSE	3,595	2,097	762	2,833	21%		2,214	62%
405-520-532-30440	RENTALS/LEASES	443	258	354	89	80%		226	11%
405-520-532-30451	INSURANCE - PROPERTY LIABILITY	24,444	14,259	20,848	3,596	85%		18,788	71%
405-520-532-30491	OTHER OPERATING EXPENSE	3,550	2,071	2,734	816	77%		1,644	27%
405-520-532-30493	TRAINING	5,000	2,917	140	4,860	3%		0	0%
405-520-532-30511	OFFICE SUPPLIES	300	175	291	9	97%		12	4%
405-520-532-30521	OPERATING SUPPLIES	300	175	19	281	6%		33	75%
405-520-532-30522	OPERATING SUPPLIES - UNIFORMS	200	117	170	30	85%		102	41%
405-520-532-30580	TAXES-STATE ASSESMENT	3,006	1,754	879	2,127	29%		919	32%
405-520-532-31000	OTHER OPERATING EXP - IT SUPPO	8,400	4,900	4,900	3,500	58%		4,669	58%
405-520-532-70111	2011 BOND DEBT SERVICE PRINCIP	26,851	15,663	26,851	(0)	100%		27,400	100%
405-520-532-70112	2011 BOND DEBT SERVICE INTERES	16,195	9,447	16,195	0	100%		29,590	85%
405-520-532-90990	TRANSFER OF PROFIT	341,507	199,212	199,212	142,295	58%		204,155	77%
405-520-532-91000	BUSINESS ACTIVITY SHARED EXP	46,377	27,053	27,053	19,324	58%		25,025	52%
	TOTAL GAS ADM	1,319,618	769,777	916,505	403,113	69%		790,494	58%
	GAS DISTRIBUTION								
405-561-532-10120	REGULAR SALARIES & WAGES	126,836	73,988	90,977	35,859	72%		54,599	52%
405-561-532-10140	OVERTIME	3,148	1,836	2,768	380	88%		1,469	36%
405-561-532-10210	FICA TAXES	7,974	4,652	6,911	1,063	87%		3,973	52%
405-561-532-10220	RETIREMENT CONTRIBUTIONS	12,508	7,296	10,592	1,916	85%		6,486	53%
405-561-532-10230	LIFE & HEALTH INSURANCE	20,847	12,161	13,799	7,048	66%		13,357	58%
405-561-532-30403	GASOLINE & DIESEL	2,000	1,167	1,194	806	60%		1,186	29%
405-561-532-30404	OIL & GREASE	500	292	250	250	50%		10	2%
405-561-532-30405	TIRES	676	394	675	1	100%		211	42%
405-561-532-30406	VEHICLE PARTS	1,300	758	17	1,283	1%		213	16%
405-561-532-30407	VEHICLE REPAIR PARTS AND LABO	500	292	0	500	0%		0	0%
405-561-532-30430	UTILITIES	2,520	1,470	1,176	1,344	47%		1,813	73%
405-561-532-30440	RENTALS/LEASES	400	233	0	400	0%		0	0%
405-561-532-30462	REPAIR & MAINT-EQUIPMENT & TOO	600	350	307	293	51%		0	0%
405-561-532-30467	MAINT. OF MAINS & LINES - GAS	9,184	5,357	6,683	2,501	73%		2,139	36%
405-561-532-30468	MAINTENANCE OF SERVICES - GAS	5,030	2,934	3,476	1,554	69%		0	0%
405-561-532-30491	OTHER OPERATING EXPENSE	500	292	119	381	24%		26	3%
405-561-532-30520	OPER SUPP-WATER HEATERS	1,200	700	0	1,200	0%		0	0%
405-561-532-30521	OPERATING SUPPLIES	200	117	101	99	51%		0	0%
405-561-532-30522	OPERATING SUPPLIES - UNIFORMS	1,984	1,157	1,429	555	72%		1,023	49%
405-561-532-60644	EQUIPMENT	5,000	2,917	(214)	5,214	-4%		0	0%
405-561-532-60646	EQUIPMENT - FIBER OPTIC SYSTEM	65,000	37,917	4,144	60,856	6%		78	7%
	TOTAL GAS DISTRIBUTION	267,907	156,279	144,403	123,504	54%		86,582	28%
	TOTAL GAS FUND	1,587,525	926,056	1,060,909	526,616	67%		877,076	53%
	REFUSE ADMINISTRATION								
406-410-539-30320	ACCOUNTING & AUDITING SERVICES	8,408	4,905	8,580	(172)	102%		4,950	43%
406-410-539-30390	CONTINGENCY	21,273	12,409	0	21,273	0%		0	0%
406-410-539-30393	RATE STABILIZATION	5,000	2,917	0	5,000	0%		0	0%
406-410-539-30443	RESIDENTIAL REFUSE	650,628	379,533	376,559	274,069	58%		321,615	50%
406-410-539-30451	INSURANCE - PROPERTY LIABILITY	19,555	11,407	16,679	2,876	85%		15,030	66%
406-410-539-30480	YARD/SOLID WASTE TIPPING FEES	117,682	68,648	57,983	59,699	49%		56,619	48%
406-410-539-30491	Other Operating Expense	750	438	522	228	70%		0	0%
406-410-539-31443	COMMERCIAL REFUSE	552,420	322,245	316,455	235,965	57%		260,995	49%
406-410-539-90000	TRANSFER TO LANDFILL	12,274	7,160	7,160	5,114	58%		0	0%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021 BUDGET	7 MONTH YTD BUDGET	7 MONTHS YTD 4/30/2021	BUDGET BALANCE	58% BUDGET GOAL		PRIOR YTD AMOUNT 4/30/2020	PRIOR YTD% 4/30/2020
406-410-539-90990	TRANSFER PROFITS TO GF	33,758	19,692	19,692	14,066	58%		20,181	62%
406-410-539-91000	BUSINESS ACTIVITY SHARED EXP	48,719	28,419	28,419	20,300	58%		26,425	58%
	TOTAL REFUSE FUND	1,470,467	857,772	832,048	638,419	57%		705,815	50%
	LANDFILL OPERATIONS								
407-422-536-10120	REGULAR SALARIES & WAGES	48,390	28,228	33,995	14,395	70%		24,277	46%
407-422-536-10140	OVERTIME	2,575	1,502	331	2,244	13%		673	26%
407-422-536-10210	FICA TAXES	3,899	2,274	2,448	1,451	63%		1,763	31%
407-422-536-10220	RETIREMENT CONTRIBUTIONS	6,116	3,568	3,893	2,223	64%		2,890	32%
407-422-536-10230	LIFE & HEALTH INSURANCE	10,193	5,946	8,745	1,448	86%		7,416	51%
407-422-536-30312	ENGINEERING FEES	4,500	2,625	0	4,500	0%		0	0%
407-422-536-30341	CONTRACTUAL SERVICES	20,775	12,119	0	20,775	0%		0	0%
407-422-536-30346	MONITORING FEES	30,000	17,500	12,125	17,875	40%		20,370	47%
407-422-536-30390	CONTINGENCY	10,000	5,833	0	10,000	0%		0	0%
407-422-536-30393	RATE STABILIZATION	5,000	2,917	0	5,000	0%		0	0%
407-422-536-30430	UTILITIES	1,200	700	484	716	40%		509	45%
407-422-536-30462	REPAIR & MAINT-EQUIPMENT & TOO	500	292	0	500	0%		29	7%
407-422-536-30463	REPAIR & MAINT.-BUILDINGS & GR	2,100	1,225	2,097	3	100%		1,996	91%
407-422-536-30491	OTHER OPERATING EXPENSE	725	423	722	3	100%		177	20%
407-422-536-30493	TRAINING	3,000	1,750	592	2,408	20%		1,639	84%
407-422-536-90990	TRANSFER PROFIT	37,892	22,104	22,104	15,788	58%		22,652	58%
407-422-536-91000	BUSINESS ACTIVITY SHARED EXP	5,000	2,917	2,917	2,083	58%		0	0%
	TOTAL LANDFILL FUND	191,865	111,921	90,453	101,412	47%		84,391	47%
	TELECOMMUNICATIONS								
508-539-539-10110	EXECUTIVE SALARIES & WAGES	50,000	29,167	36,758	13,242	74%		25,686	47%
508-539-539-10210	FICA	3,825	2,231	1,722	2,103	45%		1,819	51%
508-539-539-10220	RETIREMENT CONTRIBUTIONS	6,000	3,500	2,885	3,115	48%		3,079	42%
508-539-539-10230	LIFE & HEALTH INSURANCE	10,000	5,833	5,469	4,531	55%		6,557	56%
508-539-539-30341	CONTRACTUAL SERVICES	75,000	43,750	23,177	51,823	31%		24,327	48%
508-539-539-30343	PROFESSIONAL SERVICES	1,000	583	422	579	42%		75	15%
508-539-539-30402	TRAVEL EXPENSE	1,000	583	0	1,000	0%		0	0%
508-539-539-30403	GAS & DIESEL	500	292	0	500	0%		27	3%
508-539-539-30410	TELEPHONE	3,000	1,750	(970)	3,970	-32%		620	24%
508-539-539-30430	UTILITIES	8,231	4,801	4,529	3,702	55%		3,352	34%
508-539-539-30491	OTHER OPERATING EXPENSES	26,983	15,740	4,587	22,396	17%		48,538	88%
508-539-539-60642	VEHICLES	26,000	15,167	0	26,000	0%		0	0%
508-539-539-60644	EQUIPMENT	35,490	20,703	31,511	3,979	89%		14,840	58%
	TOTAL TELECOMMUNICATIONS	247,029	144,100	110,089	136,940	45%		128,919	52%
	TOTAL ENTERPRISE FUND	33,071,571	19,291,750	17,253,949	15,817,623	52%		13,584,659	48%
	TOTAL ALL FUNDS	44,687,653	26,067,798	22,927,721	21,759,932	51%		19,299,284	50%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021 BUDGET	7 MONTH YTD BUDGET	7 MONTHS YTD 4/30/2021	BUDGET BALANCE	58%	PRIOR YTD AMOUNT 4/30/2020	PRIOR YTD % 4/30/2020
	GENERAL FUND REVENUE							
001-311-10000	CURRENT AD VALOREM TAX	1,137,371	663,466	1,000,379	136,992	88%	943,438	85 %
001-312-41000	SALES-LOCAL OPTION GAS TAX	223,214	130,208	157,255	65,959	70%	163,131	65 %
001-312-60000	LOCAL GOV INFRASTRUCTURE SURTA	502,191	292,945	324,445	177,746	65%	305,653	61 %
001-314-80000	UTILITY SERVICE TAX - PROPANE	8,800	5,133	4,589	4,211	52%	4,506	39 %
001-315-00000	COMMUNICATION SERVICES TAX	219,559	128,076	136,510	83,049	62%	125,432	59 %
001-321-10000	PROFESSIONAL & OCCUPATION LICE	11,000	6,417	20,191	(9,191)	184%	5,255	48 %
001-321-11000	COMPETENCY LICENSE	275	160	0	275	0%	0	0 %
001-322-10000	PERMITS	148,608	86,688	67,865	80,743	46%	90,602	76 %
001-329-10000	OTHER LICENSES, FEES & PERMITS	1,660	968	360	1,300	22%	325	9 %
001-331-50000	FEMA REIMBURSEMENT MICHAEL	500,000	291,667	291,394	208,606	58%	122,081	14 %
001-334-49000	State Grant - Transportation	472,939	275,881	5,543	467,397	1%	191,265	53 %
001-335-12000	STATE REVENUE SHARING PROCEEDS	246,411	143,740	168,624	77,787	68%	186,513	62 %
001-335-14000	STATE - MOBILE HOME LICENSE	1,423	830	1,146	277	81%	1,217	87 %
001-335-15000	STATE - ALCOHOLIC BEVERAGE LIC	5,043	2,942	3,835	1,208	76%	3,631	121 %
001-335-17000	STATE - D O T REIMBURSEMENT	123,345	71,951	69,736	53,609	57%	14,499	16 %
001-335-18000	STATE - HALF CENT SALES TAX	259,356	151,291	189,295	70,061	73%	171,041	57 %
001-335-23000	FIREFIGHTERS SUPP COMPENSATION	1,474	860	2,430	(956)	165%	810	54 %
001-335-41000	STATE - REBATE ON MUN VEH FUEL	10,483	6,115	6,798	3,685	65%	6,162	68 %
001-335-43000	STATE DEPARTMENT OF HIGHWAY PA	605	353	310	295	51%	365	0 %
001-335-50000	STATE - ECONOMIC DEVELOPMENT	75,000	43,750	0	75,000	0%	0	0 %
001-340-21000	SERVICES - COUNTY FIRE PROTECT	460,000	268,333	243,344	216,656	53%	345,000	75 %
001-340-21500	SERVICES-FIRE INSPECTIONS	2,500	1,458	1,704	796	68%	1,002	40 %
001-347-21000	REVENUE - BASEBALL	8,500	4,958	320	8,180	4%	0	0 %
001-347-22000	REVENUE - FOOTBALL	5,500	3,208	1,480	4,020	27%	1,284	23 %
001-347-23000	REVENUE - BASKETBALL	5,429	3,167	280	5,149	5%	5,215	0 %
001-347-24000	REVENUE - DAY CAMP	3,500	2,042	0	3,500	0%	0	0 %
001-347-25000	REVENUE - CHEERLEADING	0	0	0	0	0%	(60)	0 %
001-347-26000	REVENUE - SOFTBALL	1,500	875	0	1,500	0%	0	0 %
001-347-27000	REVENUE - OTHER ACTIVITY FEES	1,500	875	1,890	(390)	126%	726	4 %
001-347-30000	RENT ON FACILITIES	12,701	7,409	2,340	10,361	18%	5,727	0 %
001-347-30010	RENTAL TANYARD CREEK	2,600	1,517	0	2,600	0%	0	0 %
001-347-50000	COKE FUND REVENUE	600	350	121	479	20%	388	0 %
001-359-10000	OTH FINES & FORFEITS	35,500	20,708	18,045	17,455	51%	20,662	58 %
001-361-10000	INTEREST INC ON INVESTMENTS	2,500	1,458	0	2,500	0%	0	0 %
001-364-11000	SALE OF LAND - HILLCREST CEMET	39,000	22,750	12,377	26,623	32%	23,050	192 %
001-364-12000	SALE OF LAND - SUNNYVALE CEMET	53,000	30,917	45,527	7,473	86%	25,580	73 %
001-366-00004	DONATIONS	0	0	865	(865)	0%	0	0 %
001-366-00521	WALMART GRANT - POLICE	0	0	0	0	0%	5,000	100 %
001-366-10001	GADSDEN COUNTY FIRE TRAINING S	0	0	75,000	(75,000)	0%	0	0 %
001-366-10003	FLORIDA DEO RIF GRANT	273,158	159,342	49,283	223,875	18%	0	0 %
001-366-10004	FLORIDA DEM HURRICANE MICHAEL	280,502	163,626	102,002	178,500	36%	121,613	21 %
001-366-10011	VISTA BRACE VOLUNTEER GRANT	29,536	17,229	15,128	14,408	51%	0	0 %
001-366-10012	FDLE CJIS GRANT	26,453	15,431	11,409	15,044	43%	0	0 %
001-366-10013	COVID19 GADSDEN COUNTY PUBLIC	250,000	145,833	250,000	0	100%	0	0 %
001-366-10014	CORONAVIRUS POLICE GRANT	50,000	29,167	0	50,000	0%	0	0 %
001-369-90000	OTHER MISCELLANEOUS REVENUES	44,725	26,090	56,767	(12,042)	127%	25,227	39 %
001-369-92000	CRA Administrative Fees	20,000	11,667	11,674	8,326	58%	11,669	58 %
001-369-95000	Insurance Proceeds	50,000	29,167	10,231	39,769	20%	137,351	137 %
001-369-96000	DONATIONS	0	0	1,200	(1,200)	0%	0	0 %
001-382-10000	CONTRIBUTION FR INTER OPER-ELE	4,639,940	2,706,632	2,689,132	1,950,808	58%	2,543,856	58 %
001-382-20000	CONTRIBUTION FR INTER OPER-GAS	341,507	199,212	199,212	142,295	58%	204,155	77 %
001-382-30000	CONTRIBUTION FR INTER OPER-WAT	36,311	21,181	21,181	15,130	58%	21,707	17 %
001-382-40000	CONTRIBUTION FR INTER OPER-REF	33,758	19,692	19,692	14,066	58%	20,181	62 %
001-382-50000	CONTRIBUTION FR INTER OPER-SEW	141,800	82,717	82,717	59,083	58%	67,109	58 %
001-382-60000	CONTRIBUTION FR INTER OPER LAN	37,892	22,104	22,104	15,788	58%	22,652	58 %
001-389-00000	USE OF FUND BALANCE	777,413	453,491	215,632	561,781	0%	0	0 %
	TOTAL GENERAL FUND REVS	11,616,082	6,776,048	6,611,362	5,220,350	55%	5,945,017	56 %
	COMMUNITY REDEVELOPMENT FUND							
002-341-00000	CRA TIF COUNTY FUNDS	297,973	173,818	0	297,973	0%	292,137	100 %
002-341-10000	CRA TIF CITY FUNDS	171,576	100,086	170,756	820	100%	168,102	102 %
002-361-10000	INTEREST REVENUE	0	0	63	(63)	0%	273	0 %
002-385-00000	CREDIT LINE	0	0	0	0	0%	64,100	100 %
002-389-00000	USE OF FUND BALANCE	142,486	83,117	142,486	0	0%	0	0 %
	TOTAL CRA REVENUE	612,035	357,020	313,305	441,216	28%	524,613	66 %
	BUSINESS ACTIVITY AND CUSTOMER							
400-381-10000	INTERFUND TRANSFER	601,953	351,139	351,139	250,814	58%	288,533	51 %
	ENTERPRISE FUND REVENUES							
	SEWER							
402-331-35000	EPA Grant Reimbursement	364,917	212,868	364,917	0	100%	348,568	191 %
402-331-35001	FLORIDA DEM HURRICANE MICHAEL	0	0	0	0	0%	3,300	100 %
402-331-36000	CDBG GRANT	376,116	219,401	631,429	(255,313)	168%	2,000	0 %
402-331-37000	SAND & GRIT GRANT	0	0	0	0	0%	149,000	100 %
402-331-38000	FLORIDA DEO GAA GRANT	75,000	43,750	0	75,000	0%	0	0 %
402-343-10000	SALES	1,999,365	1,166,296	1,173,557	825,808	59%	1,143,549	56 %
402-343-16000	CONNECTIONS	3,823	2,230	5,880	(2,057)	154%	1,764	71 %
402-343-17000	FORFEITED DISCOUNTS - PENALTIE	25,936	15,129	17,632	8,304	68%	16,049	80 %
402-343-19000	CUT ON/OFF FEES	13,850	8,079	0	13,850	0%	0	0 %
402-343-50000	SEWER SURCHARGE O/S	849	495	37,288	(36,439)	4392%	32,295	54 %
402-361-10000	INTEREST REVENUE	0	0	164	(164)	0%	607	1157 %
402-381-10000	INTERFUND TRANSFER	448,007	261,337	261,337	186,670	58%	97,397	74 %
402-381-39000	CLEAN WATER SRL GRANT	3,577,000	2,086,583	0	3,577,000	0%	0	0 %
402-389-90000	LOAN PROCEEDS	30,354	17,707	4,327	26,027	14%	0	0 %

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021 BUDGET	7 MONTH YTD BUDGET	7 MONTHS YTD 4/30/2021	BUDGET BALANCE	58%	PRIOR YTD AMOUNT 4/30/2020	PRIOR YTD % 4/30/2020
402-389-90001	USE OF RETAINED EARNINGS	73,972	43,150	0	73,972	0%	0	0 %
	TOTAL SEWER REV	6,989,189	4,077,027	2,496,531	4,492,659	38%	1,794,529	45 %
	ELECTRIC							
403-331-01019	H-M FEMA REIMB MICHAEL	2,950,000	1,720,833	2,451,697	498,303	83%	0	0 %
403-331-35000	FLORIDA DEM HURRICANE MICHAEL	0	0	0	0	0%	478,807	128 %
403-343-11000	RESIDENTIAL SALES	5,109,653	2,980,631	3,163,537	1,946,116	62%	2,940,244	55 %
403-343-12000	COMMERCIAL SALES	7,081,029	4,130,600	3,912,769	3,168,260	55%	3,961,039	55 %
403-343-13000	INDUSTRIAL SALES	1,296,684	756,399	802,711	493,973	62%	778,841	56 %
403-343-14000	STREET LIGHTING SALES	126,917	74,035	925	125,992	1%	81,550	82 %
403-343-15000	INTERDEPARTMENTAL SALES	261,952	152,805	183,247	78,705	70%	145,783	45 %
403-343-16000	CONNECTIONS	86,514	50,467	8,669	77,845	10%	21,572	25 %
403-343-16500	Hurricane Michael Surcharge	927,294	540,922	562,858	364,436	61%	565,068	59 %
403-343-16710	VISTA BRACE VOLUNTEER GRANT	29,536	17,229	15,128	14,408	51%	0	0 %
403-343-17000	FORFEITED DISCOUNTS - PENALTIE	148,887	86,851	88,651	60,236	60%	89,729	64 %
403-343-18000	SALE OF MATERIAL	3,396	1,981	0	3,396	0%	0	0 %
403-343-18500	SPECIAL PROJECT - MATERIAL SAL	111,459	65,018	0	111,459	0%	2,612	622 %
403-343-19000	CUT ON/OFF FEES	33,046	19,277	20,668	12,378	63%	22,276	58 %
403-343-24000	TRANSFORMER RENT	7,750	4,521	4,934	2,816	64%	4,934	57 %
403-343-27000	MISCELLANEOUS CHARGES	18,072	10,542	1,547	16,525	9%	2,766	16 %
403-343-28000	REIMBURSEMENT-HURRICANE IRMA	0	0	0	0	0%	4,133	4 %
403-343-90000	MISCELLANEOUS REVENUES	16,232	9,469	1,087	15,145	7%	2,929	24 %
403-361-10000	INTEREST REVENUE	2,552	1,489	224	2,328	9%	1,971	0 %
403-389-90000	LOAN PROCEEDS	142,432	83,085	19,951	122,481	14%	0	0 %
403-389-90001	USE OF RETAINED EARNINGS	934,408	545,071	449,408	485,000	0%	450,000	100 %
	TOTAL ELECTRIC REV	19,287,813	11,251,224	11,238,603	8,049,210	58%	9,554,253	56 %
	WATER							
404-331-35000	FLORIDA DEM HURRICANE MICHAEL	0	0	0	0	0%	47,712	100 %
404-343-10000	SALES	1,681,097	980,640	1,074,896	606,201	64%	973,930	59 %
404-343-15000	INTERDEPARTMENTAL SALES	78,527	45,807	51,480	27,047	66%	46,900	47 %
404-343-16000	CONNECTIONS	29,257	17,067	14,360	14,897	49%	19,949	199 %
404-343-17000	FORFEITED DISCOUNTS-PENALTIES	21,532	12,560	14,347	7,185	67%	13,283	63 %
404-343-19000	CUT ON/OFF FEES	135	79	0	135	0%	0	0 %
404-343-27000	MISCELLANEOUS CHARGES	13,028	7,600	(679)	13,707	-5%	10,932	182 %
404-343-30000	WATER SURCHARGE O/S	96,570	56,333	61,809	34,761	64%	53,258	56 %
404-361-10000	INTEREST REVENUE	3,947	2,302	1,147	2,800	29%	2,796	47 %
404-381-10000	INTERFUND TRANSFER	47,972	27,984	0	47,972	0%	50,000	100 %
404-389-90000	LOAN PROCEEDS	30,354	17,707	13,755	16,599	45%	0	0 %
404-389-90001	USE OF RETAINED EARNINGS	81,277	47,411	0	81,277	0%	0	0 %
	TOTAL WATER REV	2,083,696	1,215,489	1,231,116	852,580	59%	1,218,760	57 %
	GAS							
405-343-10000	GAS SALES	1,328,981	775,239	990,239	338,742	75%	844,208	58 %
405-343-15000	GAS INTERDEPARTMENTAL SALES	7,066	4,122	7,239	(173)	102%	5,034	56 %
405-343-16000	GAS CONNECTIONS	4,644	2,709	7,235	(2,591)	156%	2,396	114 %
405-343-17000	GAS FORFEITED DISCS-PENALTIES	12,680	7,397	15,518	(2,838)	122%	8,192	59 %
405-343-19000	GAS CUT ON/OFF FEES	140	82	0	140	0%	196	196 %
405-343-27000	GAS OTHER CHARGES	621	362	537	84	86%	40	0 %
405-361-10000	INTEREST REVENUE	0	0	78	(78)	0%	401	0 %
405-369-90000	MISCELLANEOUS REVENUE	54,731	31,926	0	54,731	0%	113,106	113 %
405-381-10000	INTERFUND TRANSFER	122,308	71,346	71,346	50,962	58%	0	0 %
405-389-90000	LOAN PROCEEDS	30,354	17,707	4,327	26,027	14%	0	0 %
405-389-90001	USE OF RETAINED EARNINGS	26,000	15,167	0	26,000	0%	0	0 %
	TOTAL GAS REV	1,587,525	926,056	1,096,520	491,005	69%	973,572	58 %
	REFUSE							
406-343-11000	RESIDENTIAL SALES	724,668	422,723	426,190	298,478	59%	425,342	57 %
406-343-12000	COMMERCIAL SALES	524,491	305,953	299,620	224,871	57%	302,031	60 %
406-343-15000	YARD TRASH COLLECTION	137,194	80,030	82,955	54,239	60%	83,429	57 %
406-343-17000	FORFEITED DISCOUNTS-PENALTIES	27,475	16,027	10,809	16,666	39%	9,929	64 %
406-381-00010	Non-Operating Transfer	56,639	33,039	33,039	23,600	58%	0	0 %
	TOTAL REFUSE REV	1,470,467	857,772	852,614	617,853	58%	820,731	58 %
	LANDFILL							
407-343-27000	MISCELLANEOUS INCOME	0	0	0	0	0%	503	0 %
407-343-44000	GARBAGE TIPPING FEES	179,591	104,761	81,935	97,656	46%	106,366	60 %
407-381-00010	Non-Operating Transfer	12,274	7,160	7,160	5,114	58%	0	0 %
	TOTAL LANDFILL REV	191,865	111,921	89,095	102,770	46%	106,869	60 %
	TELECOMMUNICATION							
508-381-00010	Non-Operating Transfer	149,690	87,319	87,319	62,371	58%	65,366	48 %
508-381-10000	INTERFUND TRANSFER FROM GENERA	61,800	36,050	36,050	25,750	58%	35,000	58 %
508-381-20000	INTERFUND TRNFR FROM ENTERPRIS	31,539	18,398	18,398	13,141	58%	29,764	58 %
508-381-30000	INTERFUND TRANSFER FROM CRA	4,000	2,333	2,333	1,667	58%	581	0 %
508-389-00000	OTHER REVENUE	0	0	0	0	0%	1,772	0 %
	TOTAL TELECOMMUNICATIONS REV	247,029	144,100	144,100	102,929	58%	132,483	54 %
	TOTAL ENTERPRISE FND REVS	33,071,571	19,291,750	17,813,023	15,401,037	54%	15,414,343	55 %
	TOTAL REVENUES	44,687,653	26,067,798	24,424,385	20,621,387	55%	21,359,360	56 %

**CITY OF QUINCY
BUDGET TRANSFER REPORT
SEVEN MONTHS ENDED APRIL 30, 2021**

ACCOUNT NUMBER	ACCOUNT DESCRPTION	BUDGET AMOUNT	AMOUNT OVEDRAWN	INCREASE	DECREASE	Comments
001-001-519-30390	CONTINGENCIES	\$ 182,792.00			\$ (1,600.00)	10% compliance met
001-130-519-30410	TELEPHONE		(1,599.99)	\$ 1,600.00		Necessary - exps exceed budget
001-160-512-30402	TRAVEL EXPENSE	\$ 1,362.00			\$ (45.00)	10% compliance met
001-160-512-30511	OFFICE SUPPLIES GENERAL		(42.18)	\$ 45.00		Necessary - exps exceed budget
001-210-521-30410	TELEPHONE	\$ 37,000.00			\$ (180.00)	10% compliance met
001-210-521-30511	OFFICE SUPPLIES-GENERAL	\$ 3,771.00			\$ (160.00)	10% compliance met
001-210-521-30521	OPERATING MATERIALS SUPPLIES		(152.48)	\$ 160.00		Necessary - exps exceed budget
001-210-521-30540	PUBLICATIONS, SUBSCRIP. MEMBERSHP		(177.40)	\$ 180.00		Necessary - exps exceed budget
001-220-521-30403	GASOLINE DIESEL	\$ 32,000.00			\$ (1,000.00)	10% compliance met
001-220-521-30406	VEHICLE PARTS ONLY		(981.81)	\$ 1,000.00		Necessary - exps exceed budget
001-220-521-30491	OTHER OPERATING EXPENSE	\$ 7,930.00			\$ (320.00)	10% compliance met
001-220-521-30521	OPERATING MATERIALS SUPPLIES		(319.68)	\$ 320.00		Necessary - exps exceed budget
001-310-572-30405	TIRES		(15.28)	\$ 25.00		Necessary - exps exceed budget
001-310-572-30491	OTHER OPERATING EXPENSES	\$ 20,600.00			\$ (725.00)	10% compliance met
001-310-572-30492	MAINTENANCE OF TANYARD CREEK PARK		(674.30)	\$ 700.00		Necessary - exps exceed budget
001-410-539-10120	REGULAR SALARIES WAGES		(2,792.41)	\$ 3,000.00		Necessary - exps exceed budget
001-410-539-30430	UTILITIES	\$ 68,000.00			\$ (3,000.00)	10% compliance met
001-430-541-30403	GASOLINE DIESEL	\$ 50,000.00			\$ (605.00)	10% compliance met
001-430-541-60643	HEAVY EQUIPMENT		(602.09)	\$ 605.00		Necessary - exps exceed budget
001-431-542-10120	REGULAR SALARIES WAGES	\$ 76,116.00			\$ (850.00)	10% compliance met
001-431-542-10220	RETIREMENT CONTRIBUTIONS		(847.34)	\$ 850.00		Necessary - exps exceed budget
001-440-519-30341	CONTRACTUAL SERVICES	\$ 70,000.00			\$ (5,625.00)	10% compliance met
001-440-519-30491	OTHER OPERATING EXPENSE		(5,619.14)	\$ 5,625.00		Necessary - exps exceed budget
001-440-572-30341	CONTRACTUAL SERVICES	\$ 20,000.00			\$ (120.00)	10% compliance met
001-440-572-30391	PARKS FACILITY		(115.10)	\$ 120.00		Necessary - exps exceed budget
402-520-535-30320	ACCOUNTING AUDITING SERVICES		(172.00)	\$ 175.00		Necessary - exps exceed budget
402-520-535-30341	CONTRACTUAL SERVICES	\$ 45,844.00			\$ (175.00)	10% compliance met
402-539-531-10140	OVERTIME - LINE CLEARING CREW		(846.93)	\$ 850.00		Necessary - exps exceed budget
402-540-535-10120	REGULAR SALARIES WAGES	\$ 102,303.00			\$ (850.00)	10% compliance met
403-502-531-30462	REPAIR MAINT - EQUIP AND TOOLS	\$ 5,000.00			\$ (200.00)	10% compliance met
403-502-531-30491	OTHER OPERATING EXPENSE		(195.02)	\$ 200.00		Necessary - exps exceed budget
403-520-531-10120	REGULAR SALARIES WAGES	\$ 134,567.00			\$ (275.00)	10% compliance met
403-520-531-10140	OVERTIME		(267.09)	\$ 275.00		Necessary - exps exceed budget
403-520-531-30512	POSTAGE		(1,672.86)	\$ 1,700.00		Necessary - exps exceed budget
403-520-531-30540	DUES, PUBLICATION, MEMBERSHIPS	\$ 40,000.00			\$ (1,700.00)	10% compliance met
404-530-533-30469	REPAIR MAINT RESERVOIRS		(3,257.00)	\$ 3,300.00		Necessary - exps exceed budget
404-530-533-30341	CONTRACTUAL SERVICES	\$ 395,044.00			\$ (4,200.00)	10% compliance met
404-539-531-10140	OVERTIME- LINE CLEARING CREW		(848.69)	\$ 900.00		Necessary - exps exceed budget
405-520-532-10140	OVERTIME		(676.57)	\$ 700.00		Necessary - exps exceed budget
405-520-532-30320	ACCOUNTING AUDITING SERVICES		(172.00)	\$ 175.00		Necessary - exps exceed budget
405-520-532-30341	CONTRACTUAL SERVICES		(2,060.28)	\$ 2,100.00		Necessary - exps exceed budget
405-520-532-30390	CONTINGENCY	\$ 17,794.00			\$ (2,975.00)	Ordinance allows emergency exps
405-561-532-30405	TIRES		(175.34)	\$ 176.00		Necessary - exps exceed budget
405-561-532-30467	MAINT OF MAINS & LINES - GAS	\$ 9,360.00			\$ (176.00)	10% compliance met
407-422-536-30341	CONTRACTUAL SERVICES	\$ 21,000.00			\$ (225.00)	10% compliance met
407-422-536-30491	OTHER OPERATING EXPENSE		(221.85)	\$ 225.00		Necessary - exps exceed budget
TOTALS		1,340,483.00	(24,504.83)	25,006.00	(25,006.00)	

**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

MEETING DATE: May 25, 2021

DATE OF REQUEST: May 20, 2021

TO: Honorable Mayor and Members of the City Commission

FROM: Jack L. McLean Jr., City Manager

SUBJECT: Resolution Number 1412-2021 and Agreement - Pertaining to a Loan and Grant from the Florida Department of Environmental Protection for the Solar Array Project

Statement of Issue:

This is a request for the approval of the Resolution and agreement relating to a loan and grant from the Florida Department of Environmental Protection ("DEP") under the State Revolving Fund. The City's staff is recommending that the City Commission approve the Resolution and agreement. Please see attached the Resolution and agreement.

Background:

On November 20, 2018, the City Commission approved Resolution 1383-2018 which approved a loan from DEP for the planning activities of the solar array project (the "Project"). On July 28, 2020, the City Commission approved Resolution 1408-2020 which approved a loan from DEP for the design activities of the solar array project (the "Project"). Pursuant to the Agreement, the City received grant funds in the amount of \$224,097 in fiscal year ended September 30, 2020.

On May 18, 2021, after review of the City's continued viability and progress, DEP has requested that the City enter into an agreement between the City and DEP (the "Agreement"), the form of which is attached as Exhibit "A" to the Resolution, to provide for the construction of the solar array project (the "Project").

Staff expects to have all documents executed and available for DEP on or after May 26, 2021.

OPTIONS:

Option 1: Motion to approve the Resolution and Agreement.

Option 2: Motion to not approve the Resolution and Agreement.

STAFF RECOMMENDATION:

Option 1

ATTACHMENTS:

1. Resolution 1408-2020
2. Agreement (attached as Exhibit "A" to Resolution)

EXHIBIT A, CLEAN WATER STATE REVOLVING FUND CONSTRUCTION
LOAN AGREEMENT, WW200114

RESOLUTION 1412-2021

A RESOLUTION OF CITY OF QUINCY, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE EXECUTION AND DELIVERY OF THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

WHEREAS, Florida Statutes provide for loans to local government agencies to finance the construction of wastewater treatment facilities and other capital projects; and

WHEREAS, Florida Administrative Code rules require authorization to apply for loans, to establish pledged revenues, to designate an authorized representative; to provide assurances of compliance with loan program requirements; and to enter into a loan agreement; and

WHEREAS, the City of Quincy, Florida (the "City") previously applied for a loan to fund the solar project (the "Project") and approved such loan pursuant to Resolution No. 1383-2018 on November 20, 2018 (the "Original Resolution"), as supplemented by Resolution No. 1408-2020, and further supplemented by this Resolution; and

WHEREAS, the State Revolving Fund loan priority list designates Project No. 200114 as eligible for available funding; and

WHEREAS, the City has received a prior loan from the Department of Environmental Protection under the State Revolving Fund ("SRF") for the purpose of planning; and

WHEREAS, the City intends to enter into a loan agreement with SRF (the "Loan Agreement") for the financing of the construction of the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF QUINCY, FLORIDA, AS FOLLOWS:

SECTION I. The foregoing findings are incorporated herein by reference and made a part hereof.

SECTION II. The City is authorized to and has applied for a loan to finance the construction of the Project.

SECTION III. The revenues pledged for the repayment of the loan are the Net Revenues of Water System, the Wastewater System and the Electric System (as defined in Resolution No. 1400-2020 adopted on January 28, 2020) after payment of debt service on the \$4,114,070.85 City of Quincy, Florida Utility Revenue Refunding Bond, Series 2020A, \$4,579,323.50 City of Quincy,

Florida Taxable Utility Revenue Refunding Bond, Series 2020B, \$2,045,253.54 City of Quincy, Florida Utility Revenue Refunding Bond, Series 2020C and any other parity obligations (the "Senior Obligations").

SECTION IV. The City Manager is hereby designated as the authorized representative to provide the assurances and commitments required by the loan application.

SECTION V. The Loan Agreement, the form of which is attached hereto as Exhibit "A", is hereby approved. The Mayor is hereby authorized to execute and deliver the Loan Agreement, subject to such changes, insertions and omissions as may be approved by the Mayor, execution thereof shall be conclusive of such approval. Such Loan Agreement will become a binding obligation in accordance with its terms when signed by both parties. The Mayor and the City Manager are authorized to represent the City in carrying out the City's responsibilities under the Loan Agreement. The City Manager is authorized to delegate responsibility to appropriate City staff to carry out technical, financial, and administrative activities associated with the Loan Agreement.

SECTION VI. The legal authority for borrowing moneys to construct the Project is Chapter 166, Part II, Florida Statutes.

SECTION VII. All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION VIII. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION IX. This Resolution shall become effective immediately upon its passage and adoption.

PASSED and ADOPTED this _____ day of May, 2021.

CITY OF QUINCY, FLORIDA

By:_____

Name: Ronte Harris

Title: Mayor

Attest:

By:_____

Name: Janice Shackelford

Title: City Clerk

Approved as to form:

By:_____

Name: Gary A. Roberts

Title: City Attorney

EXHIBIT "A"

FORM OF LOAN AGREEMENT

**STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION**

AND

CITY OF QUINCY, FLORIDA

**CLEAN WATER STATE REVOLVING FUND
CONSTRUCTION LOAN AGREEMENT
WW200114**

Florida Department of Environmental Protection
State Revolving Fund Program
Marjory Stoneman Douglas Building
3900 Commonwealth Boulevard, MS 3505
Tallahassee, Florida 32399-3000

CLEAN WATER STATE REVOLVING FUND CONSTRUCTION LOAN AGREEMENT

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CLEAN WATER STATE REVOLVING FUND CONSTRUCTION LOAN AGREEMENT

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CLEAN WATER STATE REVOLVING FUND
CONSTRUCTION LOAN AGREEMENT
WW200114

THIS AGREEMENT is executed by the STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (Department) and the CITY OF QUINCY, FLORIDA, (Local Government) existing as a local governmental entity under the laws of the State of Florida. Collectively, the Department and the Local Government shall be referred to as “Parties” or individually as “Party”.

RECITALS

Pursuant to Section 403.1835, Florida Statutes and Chapter 62-503, Florida Administrative Code, the Department is authorized to make loans to finance or refinance the construction of wastewater pollution control facilities, the planning and design of which have been reviewed by the Department; and

The Department is authorized to allow Principal Forgiveness on Loans funded by the Federal Clean Water Act; and

The Local Government applied for the financing of the Project, and the Department has determined that such Project meets all requirements for a loan and Principal Forgiveness.

AGREEMENT

In consideration of the Department loaning money to the Local Government, in the principal amount and pursuant to the covenants set forth below, it is agreed as follows:

ARTICLE I - DEFINITIONS

1.01. WORDS AND TERMS.

Words and terms used herein shall have the meanings set forth below:

(1) “Agreement” or “Loan Agreement” shall mean this construction loan agreement.

(2) “Asset Management Plan” shall mean a systematic management technique for utility systems that focuses on the long-term life cycle of the assets and their sustained performance, rather than on short-term, day-to-day aspects of the assets. This plan includes the identification of and costs for rehabilitating, repairing, or replacing all assets as well as the schedule to do so. The requirements for asset management plans are in Subsection 62-503.700(7), Florida Administrative Code.

(3) “Authorized Representative” shall mean the official of the Local Government authorized by ordinance or resolution to sign documents associated with the Loan.

(4) “Capitalized Interest” shall mean a finance charge that accrues at the Financing Rate on Loan proceeds from the time of disbursement until six months before the first Semiannual Loan Payment is due. Capitalized Interest is financed as part of the Loan principal.

(5) “Depository” shall mean a bank or trust company, having a combined capital and unimpaired surplus of not less than \$50 million, authorized to transact commercial banking or savings and loan business in the State of Florida and insured by the Federal Deposit Insurance Corporation.

(6) “Electric System” shall mean all facilities owned by the Local Government for supplying electricity for residential, commercial, industrial, and governmental use.

(7) “Final Amendment” shall mean the final agreement executed between the parties that establishes the final terms for the Loan such as the final Loan amount, the interest rate, Loan Service Fee, amortization schedule and Semiannual Loan Payment amount.

(8) “Final Unilateral Amendment” shall mean the Loan Agreement unilaterally finalized by the Department after Loan Agreement and Project abandonment under Section 8.06 that establishes the final amortization schedule for the Loan.

(9) “Financing Rate” shall mean the charges, expressed as a percent per annum, imposed on the unpaid principal of the Loan. The Financing Rate shall consist of an interest rate component and a Grant Allocation Assessment rate component.

(10) “Grant Allocation Assessment” shall mean an assessment, expressed as a percent per annum, accruing on the unpaid balance of the Loan. It is computed similarly to the way interest charged on the Loan is computed and is included in the Semiannual Loan Payment. The Department will use Grant Allocation Assessment moneys for making grants to financially disadvantaged small communities pursuant to Section 403.1835 of the Florida Statutes.

(11) “Gross Revenues” shall mean all income or earnings received by the Local Government from the ownership or operation of its Utility System, including investment income, all as calculated in accordance with generally accepted accounting principles. Gross Revenues shall not include proceeds from the sale or other disposition of any part of the Utility System, condemnation awards or proceeds of insurance, except use and occupancy or business interruption insurance, received with respect to the Utility System.

(12) “Loan” shall mean the amount of money to be loaned pursuant to this Agreement and subsequent amendments.

(13) “Loan Application” shall mean the completed form which provides all information required to support obtaining construction loan financial assistance.

(14) “Loan Debt Service Account” shall mean an account, or a separately identified component of a pooled cash or liquid account, with a Depository established by the Local Government for the purpose of accumulating Monthly Loan Deposits and making Semiannual Loan Payments.

(15) “Loan Service Fee” shall mean an origination fee which shall be paid to the Department by the Local Government.

(16) “Local Governmental Entity” means a county, municipality, or special district.

(17) “Monthly Loan Deposit” shall mean the monthly deposit to be made by the Local Government to the Loan Debt Service Account.

(18) “Operation and Maintenance Expense” shall mean the costs of operating and maintaining the Utility System determined pursuant to generally accepted accounting principles, exclusive of interest on any debt payable from Gross Revenues, depreciation, and any other items not requiring the expenditure of cash.

(19) “Parity Debt” shall mean any debt obligations issued that are on an equal commercial lien position with this Loan.

(20) “Pledged Revenues” shall mean the specific revenues pledged as security for repayment of the Loan and shall be the Gross Revenues derived yearly from the operation of the Utility System after payment of the Operation and Maintenance Expense and the satisfaction of all yearly payment obligations on account of the Senior Revenue Debt and any senior or parity obligations issued pursuant to Section 7.02 of this Agreement.

(21) “Principal Forgiveness” shall mean the amount of money awarded pursuant to this Agreement and subsequent amendments that is not to be repaid.

(22) “Project” shall mean the works financed by this Loan and shall consist of furnishing all labor, materials, and equipment to construct the 1.5 MW Solar Array project in accordance with the plans and specifications accepted by the Department for the “City of Quincy Solar Array” contract.

The Project is in agreement with the planning documentation accepted by the Department effective November 19, 2019. A Florida Finding of No Significant Impact was published on October 8, 2019 and no adverse comments were received.

(23) “Semiannual Loan Payment” shall mean the payment due from the Local Government to the Department at six-month intervals.

(24) “Senior Revenue Debt” shall mean the following debt obligations:

(a) City of Quincy, Florida, Utility Revenue and Refunding Bonds, Series 2020A, issued in the amount of \$4,114,070.85, pursuant to Resolution No. 1400-2020, as supplemented by Resolution No. 1401-2020; and

(b) City of Quincy, Florida, Utility Revenue and Refunding Bonds, Series 2020B, issued in the amount of \$4,579,323.50, pursuant to Resolution No. 1400-2020, as supplemented by Resolution No. 1401-2020; and

(c) City of Quincy, Florida, Utility Revenue and Refunding Bonds, Series 2020C, issued in the amount not to exceed \$2,045,253.54, pursuant to Resolution No. 1400-2020, as supplemented by Resolution No. 1404-2020; and

(d) Any refunding bonds issued to refund the obligations identified above provided such bonds shall not increase annual debt service during the repayment period of this Loan.

(25) “Sewer System” shall mean all facilities owned by the Local Government for collection, transmission, treatment and reuse of wastewater and its residuals.

(26) “Utility System” shall mean all devices and facilities of the Water System, Sewer System, and Electric System owned by the Local Government.

(27) “Water System” shall mean all facilities owned by the Local Government for supplying and distributing water for residential, commercial, industrial, and governmental use.

1.02. CORRELATIVE WORDS.

Words of the masculine gender shall be understood to include correlative words of the feminine and neuter genders. Unless the context shall otherwise indicate, the singular shall include the plural and the word “person” shall include corporations and associations, including public entities, as well as natural persons.

ARTICLE II - WARRANTIES, REPRESENTATIONS AND COVENANTS

2.01. WARRANTIES, REPRESENTATIONS AND COVENANTS.

The Local Government warrants, represents and covenants that:

(1) The Local Government has full power and authority to enter into this Agreement and to comply with the provisions hereof.

(2) The Local Government currently is not the subject of bankruptcy, insolvency, or reorganization proceedings and is not in default of, or otherwise subject to, any agreement or any law, administrative regulation, judgment, decree, note, resolution, charter or ordinance which would currently restrain or enjoin it from entering into, or complying with, this Agreement.

(3) There is no material action, suit, proceeding, inquiry or investigation, at law or in equity, before any court or public body, pending or, to the best of the Local Government's knowledge, threatened, which seeks to restrain or enjoin the Local Government from entering into or complying with this Agreement.

(4) All permits, real property interests, and approvals required as of the date of this Agreement have been obtained for construction and use of the Project. The Local Government knows of no reason why any future required permits or approvals are not obtainable.

(5) The Local Government shall undertake the Project on its own responsibility, to the extent permitted by law.

(6) To the extent permitted by law, the Local Government shall release and hold harmless the State, its officers, members, and employees from any claim arising in connection with the Local Government's actions or omissions in its planning, engineering, administrative, and construction activities financed by this Loan or its operation of the Project.

(7) All Local Government representations to the Department, pursuant to the Loan Application and Agreement, were true and accurate as of the date such representations were made. The financial information delivered by the Local Government to the Department was current and correct as of the date such information was delivered. The Local Government shall comply with Chapter 62-503, Florida Administrative Code, and all applicable State and Federal laws, rules, and regulations which are identified in the Loan Application or Agreement. To the extent that any assurance, representation, or covenant requires a future action, the Local Government shall take such action to comply with this agreement.

(8) The Local Government shall maintain records using generally accepted accounting principles established by the Governmental Accounting Standards Board. As part of its bookkeeping system, the Local Government shall keep accounts of the Utility System separate from all other accounts and it shall keep accurate records of all revenues, expenses, and expenditures relating to the Utility System, and of the Pledged Revenues, Loan disbursement receipts, and Loan Debt Service Account.

(9) In the event the anticipated Pledged Revenues are shown by the Local Government's annual budget to be insufficient to make the Semiannual Loan Payments for such Fiscal Year when due, the Local Government shall include in such budget other legally available non-ad valorem funds which will be sufficient, together with the Pledged Revenues, to make the Semiannual Loan Payments. Such other legally available non-ad valorem funds shall be budgeted in the regular annual governmental budget and designated for the purpose provided by this Subsection, and the Local Government shall collect such funds for application as provided herein. The Local Government shall notify the Department immediately in writing of any such budgeting of other legally available non-ad valorem funds. Nothing in this covenant shall be construed as creating a pledge, lien, or charge upon any such other legally available non-ad valorem funds; requiring the Local Government to levy or appropriate ad valorem tax revenues; or preventing the Local Government from pledging to the payment of any bonds or other obligations all or any part of such other legally available non-ad valorem funds.

(10) Pursuant to Section 216.347 of the Florida Statutes, the Local Government shall not use the Loan proceeds for the purpose of lobbying the Florida Legislature, the Judicial Branch, or a State agency.

(11) The Local Government agrees to construct the Project in accordance with the Project schedule. Delays incident to strikes, riots, acts of God, and other events beyond the reasonable control of the Local Government are excepted. If for any reason construction is not completed as scheduled, there shall be no resulting diminution or delay in the Semiannual Loan Payment or the Monthly Loan Deposit.

(12) The Local Government covenants that this Agreement is entered into for the purpose of constructing, refunding, or refinancing the Project which will in all events serve a public

purpose. The Local Government covenants that it will, under all conditions, complete and operate the Project to fulfill the public need.

(13) The Local Government shall update the revenue generation system annually to assure that sufficient revenues are generated for debt service; operation and maintenance; replacement of equipment, accessories, and appurtenances necessary to maintain the system design capacity and performance during its design life; and to make the system financially self-sufficient.

2.02. LEGAL AUTHORIZATION.

Upon signing this Agreement, the Local Government's legal counsel hereby expresses the opinion, subject to laws affecting the rights of creditors generally, that:

(1) This Agreement has been duly authorized by the Local Government and shall constitute a valid and legal obligation of the Local Government enforceable in accordance with its terms upon execution by both parties; and

(2) This Agreement identifies the revenues pledged for repayment of the Loan, and the pledge is valid and enforceable.

2.03. AUDIT AND MONITORING REQUIREMENTS.

The Local Government agrees to the following audit and monitoring requirements.

(1) The financial assistance authorized pursuant to this Loan Agreement consists of the following:

State Resources Awarded to the Local Government Pursuant to this Agreement Consist of the Following Resources Subject to Section 215.97, F.S.:					
State Program Number	Funding Source	CSFA Number	CSFA Title or Fund Source Description	Funding Amount	State Appropriation Category
Original Agreement	Wastewater Treatment and Stormwater Management TF	37.077	Wastewater Treatment Facility Construction	\$3,576,868	140131

(2) Audits.

(a) In the event that the Local Government expends a total amount of state financial assistance equal to or in excess of \$750,000 in any fiscal year of such Local Government, the Local Government must have a State single audit for such fiscal year in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. In determining the state financial assistance expended in its fiscal year, the Local Government shall consider all sources of state financial assistance, including state

financial assistance received from the Department, other state agencies, and other nonstate entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.

(b) In connection with the audit requirements addressed in the preceding paragraph (a); the Local Government shall ensure that the audit complies with the requirements of Section 215.97(7), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2), Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.

(c) If the Local Government expends less than \$750,000 in state financial assistance in its fiscal year, an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required. The Local Government shall inform the Department of findings and recommendations pertaining to the State Revolving Fund in audits conducted by the Local Government in which the \$750,000 threshold has not been met. In the event that the Local Government expends less than \$750,000 in state financial assistance in its fiscal year, and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the non-state entity's resources (i.e., the cost of such an audit must be paid from the Local Government's resources obtained from other than State entities).

(d) The Local Government is hereby advised that the Florida Single Audit Act Requirements may further apply to lower tier transactions that may be a result of this Agreement. For information regarding the Florida Catalog of State Financial Assistance (CSFA), a Local Government should access the Florida Single Audit Act website located at <https://apps.fldfs.com/fsaa> for assistance.

(3) Report Submission.

(a) Copies of financial reporting packages shall be submitted by or on behalf of the Local Government directly to each of the following:

(i) The Department at one of the following addresses:

By Mail:

Audit Director

Florida Department of Environmental Protection
Office of the Inspector General, MS 40
3900 Commonwealth Boulevard,
Tallahassee, Florida 32399-3123

or

Electronically:

FDEPSingleAudit@dep.state.fl.us

(ii) The Auditor General's Office at the following address:

State of Florida Auditor General
Room 401, Claude Pepper Building
111 West Madison Street
Tallahassee, Florida 32399-1450

(iii) Copies of reports or management letters shall be submitted by or on behalf of the Local Government directly to the Department at either of the following addresses:

By Mail:

Audit Director

Florida Department of Environmental Protection
Office of the Inspector General
3900 Commonwealth Boulevard, MS 40
Tallahassee, Florida 32399-3123

or

Electronically:

FDEPSingleAudit@dep.state.fl.us

(b) Any reports, management letters, or other information required to be submitted to the Department pursuant to this Agreement shall be submitted timely in accordance with Florida Statutes, or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.

(c) Local Governments, when submitting financial reporting packages to the Department for audits done in accordance with Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting package was received by the Local Government from their auditors in correspondence accompanying the reporting package.

(4) Record Retention.

The Local Government shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of five years from the date of the Final Amendment, and shall allow the Department, or its designee, Chief Financial Officer, or Auditor General access to such records upon request. The Local Government shall ensure that working papers are made available to the Department, or its designee, Chief Financial Officer, or Auditor General upon request for a period of five years from the date of the Final Amendment, unless extended in writing by the Department.

(5) Monitoring.

In addition to reviews of audits conducted in accordance with Section 215.97, F.S., as revised monitoring procedures may include, but not be limited to, on-site visits by Department staff and/or other procedures. By entering into this Agreement, the Local Government agrees to

comply and cooperate with any monitoring procedures/processes deemed appropriate by the Department. In the event the Department determines that a limited scope audit of the Local Government is appropriate, the Local Government agrees to comply with any additional instructions provided by the Department to the Local Government regarding such audit. The Local Government understands its duty, pursuant to Section 20.055(5), F.S., to cooperate with the Inspector General in any investigation, audit, inspection, review, or hearing. The Local Government will comply with this duty and ensure that any subcontracts issued under this Agreement will impose this requirement, in writing, on its subcontractors.

ARTICLE III - LOAN REPAYMENT ACCOUNT

3.01. LOAN DEBT SERVICE ACCOUNT.

The Local Government shall establish a Loan Debt Service Account with a Depository and begin making Monthly Loan Deposits no later than the date set forth for such action in Section 10.07 of this Agreement.

Beginning six months prior to each Semiannual Loan Payment, the Local Government shall make six Monthly Loan Deposits. The first five deposits each shall be at least equal to one-sixth of the Semiannual Loan Payment. The sixth Monthly Loan Deposit shall be at least equal to the amount required to make the total on deposit in the Loan Debt Service Account equal to the Semiannual Loan Payment amount, taking into consideration investment earnings credited to the account pursuant to Section 3.02.

Any month in which the Local Government fails to make a required Monthly Loan Deposit, the Local Government's chief financial officer shall notify the Department of such failure. In addition, the Local Government agrees to budget, by amendment if necessary, payment to the Department from other legally available non-ad valorem funds all sums becoming due before the same become delinquent. This requirement shall not be construed to give superiority to the Department's claim on any revenues over prior claims of general creditors of the Local Government, nor shall it be construed to give the Department the power to require the Local Government to levy and collect any revenues other than Pledged Revenues.

3.02. INVESTMENT OF LOAN DEBT SERVICE ACCOUNT MONEYS.

Moneys on deposit in the Loan Debt Service Account shall be invested pursuant to the laws of the State of Florida. Such moneys may be pooled for investment purposes. The maturity or redemption date of investments shall be not later than the date upon which such moneys may be needed to make Semiannual Loan Payments. The investment earnings shall be credited to the Loan Debt Service Account and applied toward the Monthly Loan Deposit requirements.

3.03. LOAN DEBT SERVICE ACCOUNT WITHDRAWALS.

The withdrawal of moneys from the Loan Debt Service Account shall be for the sole purpose of making the Semiannual Loan Payment or for discharging the Local Government's obligations pursuant to Section 8.01.

3.04. ASSETS HELD IN TRUST.

The assets in all accounts created under this Loan Agreement shall be held in trust for the purposes provided herein and used only for the purposes and in the manner prescribed in this Agreement; and, pending such use, said assets shall be subject to a lien and charge in favor of the Department.

ARTICLE IV - PROJECT INFORMATION

4.01. PROJECT CHANGES.

Project changes prior to bid opening shall be made by addendum to plans and specifications. Changes after bid opening shall be made by change order. The Local Government shall submit all addenda and all change orders to the Department for an eligibility determination. After execution of all construction, equipment and materials contracts, the Project contingency may be reduced.

4.02. TITLE TO PROJECT SITE.

The Local Government shall have an interest in real property sufficient for the construction and location of the Project free and clear of liens and encumbrances which would impair the usefulness of such sites for the intended use.

4.03. PERMITS AND APPROVALS.

The Local Government shall have obtained, prior to the Department's authorization to award construction contracts, all permits and approvals required for construction of the Project or portion of the Project funded under this Agreement.

4.04. ENGINEERING SERVICES.

A professional engineer, registered in the State of Florida, shall be employed by, or under contract with, the Local Government to oversee construction.

4.05. PROHIBITION AGAINST ENCUMBRANCES.

The Local Government is prohibited from selling, leasing, or disposing of any part of the Utility System which would materially reduce operational integrity or Gross Revenues so long as this Agreement, including any amendment thereto, is in effect unless the written consent of the Department is first secured. The Local Government may be required to reimburse the Department for the Principal Forgiveness funded cost of any such part, taking into consideration any increase or decrease in value.

4.06. COMPLETION MONEYS.

In addition to the proceeds of this Loan, the Local Government covenants that it has obtained, or will obtain, sufficient moneys from other sources to complete construction and place the Project in operation on, or prior to, the date specified in Article X. Failure of the Department

to approve additional financing shall not constitute a waiver of the Local Government's covenants to complete and place the Project in operation.

4.07. CLOSE-OUT.

The Department shall conduct a final inspection of the Project and Project records. Following the inspection, deadlines for submitting additional disbursement requests, if any, shall be established, along with deadlines for uncompleted Loan or Principal Forgiveness requirements, if any. Deadlines shall be incorporated into the Loan Agreement by amendment. The Loan principal shall be reduced by any excess over the amount required to pay all approved costs. As a result of such adjustment, the Semiannual Loan Payment shall be reduced accordingly, as addressed in Section 10.05.

4.08. LOAN DISBURSEMENTS.

This Agreement allows for funds to be advanced to the Local Government for allowable invoiced costs, under the provisions of 216.181, Florida Statutes. Disbursements shall be made directly to the Local Government only by the State Chief Financial Officer and only when the requests for such disbursements are accompanied by a Department certification that such withdrawals are proper expenditures. In addition to the invoices for costs incurred, proof of payment will be required with the following disbursement request.

Disbursements shall be made directly to the Local Government for reimbursement of the incurred construction costs and related services. Disbursements for materials, labor, or services shall be made upon receipt of the following:

(1) A completed disbursement request form signed by the Authorized Representative. Such requests must be accompanied by sufficiently itemized summaries of the materials, labor, or services to identify the nature of the work performed; the cost or charges for such work; and the person providing the service or performing the work.

(2) A certification signed by the Authorized Representative as to the current estimated costs of the Project; that the materials, labor, or services represented by the invoice have been satisfactorily purchased, performed, or received and applied to the project; that all funds received to date have been applied toward completing the Project; and that under the terms and provisions of the contracts, the Local Government is required to make such payments.

(3) A certification by the engineer responsible for overseeing construction stating that equipment, materials, labor and services represented by the construction invoices have been satisfactorily purchased, or received, and applied to the Project in accordance with construction contract documents; stating that payment is in accordance with construction contract provisions; stating that construction, up to the point of the requisition, is in compliance with the contract documents; and identifying all additions or deletions to the Project which have altered the Project's performance standards, scope, or purpose since the issue of the Department construction permit.

(4) Such other certificates or documents by engineers, attorneys, accountants, contractors, or suppliers as may reasonably be required by the Department.

4.09. ADVANCE PAYMENT.

The Department may provide an advance to the Local Government, in accordance with Section 216.181(16)(b), Florida Statutes. Such advance will require written request from the Local Government, the Advance Payment Justification Form and approval from the State's Chief Financial Officer. The Local Government must temporarily invest the advanced funds, and return any interest income to the Department, within thirty (30) days of each calendar quarter. Interest earned must be returned to the Department within the timeframe identified above or invoices must be received within the same timeframe that shows the offset of the interest earned.

Unused funds, and interest accrued on any unused portion of advanced funds that have not been remitted to the Department, shall be returned to the Department within sixty (60) days of Agreement completion.

The parties hereto acknowledge that the State's Chief Financial Officer may identify additional requirements, which must be met in order for advance payment to be authorized. If the State's Chief Financial Officer imposes additional requirements, the Local Government shall be notified, in writing, by the Department regarding the additional requirements. Prior to releasing any advanced funds, the Local Government shall be required to provide a written acknowledgement to the Department of the Local Government's acceptance of the terms imposed by the State's Chief Financial Officer for release of the funds.

If advance payment is authorized, the Local Government shall be responsible for submitting the information requested in the Interest Earned Memorandum to the Department quarterly.

ARTICLE V - RATES AND USE OF THE UTILITY SYSTEM

5.01. RATE COVERAGE.

The Local Government shall maintain rates and charges for the services furnished by the Utility System which will be sufficient to provide, in each Fiscal Year, Pledged Revenues equal to or exceeding 1.15 times the sum of the Semiannual Loan Payments due in such Fiscal Year. In addition, the Local Government shall satisfy the coverage requirements of all Senior Revenue Debt and Parity Debt obligations.

5.02. NO FREE SERVICE.

The Local Government shall not permit connections to, or furnish any services afforded by, the Utility System without making a charge therefore based on the Local Government's uniform schedule of rates, fees, and charges.

5.03. MANDATORY CONNECTIONS.

The Local Government shall adopt, as necessary, and enforce requirements, consistent with applicable laws, for the owner, tenant or occupant of each building located on a lot or parcel of land which is served, or may reasonably be served, by the Sewer System to connect such building to the Sewer System.

5.04. NO COMPETING SERVICE.

The Local Government shall not allow any person to provide any services which would compete with the Utility System so as to adversely affect Gross Revenues.

5.05. MAINTENANCE OF THE UTILITY SYSTEM.

The Local Government shall operate and maintain the Utility System in a proper, sound and economical manner and shall make all necessary repairs, renewals and replacements.

5.06. ADDITIONS AND MODIFICATIONS.

The Local Government may make any additions, modifications or improvements to the Utility System which it deems desirable and which do not materially reduce the operational integrity of any part of the Utility System. All such renewals, replacements, additions, modifications and improvements shall become part of the Utility System.

5.07. COLLECTION OF REVENUES.

The Local Government shall use its best efforts to collect all rates, fees and other charges due to it. The Local Government shall establish liens on premises served by the Utility System for the amount of all delinquent rates, fees and other charges where such action is permitted by law. The Local Government shall, to the full extent permitted by law, cause to discontinue the services of the Utility System and use its best efforts to shut off water service furnished to persons who are delinquent beyond customary grace periods in the payment of Utility System rates, fees and other charges.

ARTICLE VI - DEFAULTS AND REMEDIES

6.01. EVENTS OF DEFAULT.

Upon the occurrence of any of the following events (the Events of Default) all obligations on the part of Department to make any further disbursements hereunder shall, if Department elects, terminate. The Department may, at its option, exercise any of its remedies set forth in this Agreement, but Department may make any disbursements or parts of disbursements after the happening of any Event of Default without thereby waiving the right to exercise such remedies and without becoming liable to make any further disbursement:

(1) Failure to make any Monthly Loan Deposit or to make any installment of the Semiannual Loan Payment when it is due and such failure shall continue for a period of 15 days.

(2) Except as provided in Subsection 6.01(1), failure to comply with the provisions of this Agreement, failure in the performance or observance of any of the covenants or actions required by this Agreement or the Suspension of this Agreement by the Department pursuant to Section 8.14 below, and such failure shall continue for a period of 30 days after written notice thereof to the Local Government by the Department.

(3) Any warranty, representation or other statement by, or on behalf of, the Local Government contained in this Agreement or in any information furnished in compliance with, or in reference to, this Agreement, which is false or misleading, or if Local Government shall fail to keep, observe or perform any of the terms, covenants, representations or warranties contained in this Agreement, the Note, or any other document given in connection with the Loan (provided, that with respect to non-monetary defaults, Department shall give written notice to Local Government, which shall have 30 days to cure any such default), or is unable or unwilling to meet its obligations thereunder.

(4) An order or decree entered, with the acquiescence of the Local Government, appointing a receiver of any part of the Utility System or Gross Revenues thereof; or if such order or decree, having been entered without the consent or acquiescence of the Local Government, shall not be vacated or discharged or stayed on appeal within 60 days after the entry thereof.

(5) Any proceeding instituted, with the acquiescence of the Local Government, for the purpose of effecting a composition between the Local Government and its creditors or for the purpose of adjusting the claims of such creditors, pursuant to any federal or state statute now or hereafter enacted, if the claims of such creditors are payable from Gross Revenues of the Utility System.

(6) Any bankruptcy, insolvency or other similar proceeding instituted by, or against, the Local Government under federal or state bankruptcy or insolvency law now or hereafter in effect and, if instituted against the Local Government, is not dismissed within 60 days after filing.

(7) Any charge is brought alleging violations of any criminal law in the implementation of the Project or the administration of the proceeds from this Loan against one or more officials of the Local Government by a State or Federal law enforcement authority, which charges are not withdrawn or dismissed within 60 days following the filing thereof.

(8) Failure of the Local Government to give immediate written notice of its knowledge of a potential default or an event of default, hereunder, to the Department and such failure shall continue for a period of 30 days.

6.02. REMEDIES.

All rights, remedies, and powers conferred in this Agreement and the transaction documents are cumulative and are not exclusive of any other rights or remedies, and they shall be in addition to every other right, power, and remedy that Department may have, whether specifically granted in this Agreement or any other transaction document, or existing at law, in equity, or by statute. Any and all such rights and remedies may be exercised from time to time and as often and in such order as Department may deem expedient. Upon any of the Events of Default and subject to the rights of others having prior liens on the Pledged Revenues, the Department may enforce its rights by, *inter alia*, any of the following remedies:

(1) By mandamus or other proceeding at law or in equity, cause to establish rates and collect fees and charges for use of the Utility System, and to require the Local Government to fulfill this Agreement.

(2) By action or suit in equity, require the Local Government to account for all moneys received from the Department or from the ownership of the Utility System and to account for the receipt, use, application, or disposition of the Pledged Revenues.

(3) By action or suit in equity, enjoin any acts or things which may be unlawful or in violation of the rights of the Department.

(4) By applying to a court of competent jurisdiction, cause to appoint a receiver to manage the Utility System, establish and collect fees and charges, and apply the revenues to the reduction of the obligations under this Agreement.

(5) By certifying to the Auditor General and the Chief Financial Officer delinquency on loan repayments, the Department may intercept the delinquent amount plus a penalty from any unobligated funds due to the Local Government under any revenue or tax sharing fund established by the State, except as otherwise provided by the State Constitution. The Department may impose a penalty in an amount not to exceed an interest rate of 18 percent per annum on the amount due in addition to charging the cost to handle and process the debt. Penalty interest shall accrue on any amount due and payable beginning on the 30th day following the date upon which payment is due.

(6) By notifying financial market credit rating agencies and potential creditors.

(7) By suing for payment of amounts due, or becoming due, with interest on overdue payments together with all costs of collection, including attorneys' fees.

(8) By accelerating the repayment schedule or increasing the Financing Rate on the unpaid principal of the Loan to as much as 1.667 times the Financing Rate.

6.03. DELAY AND WAIVER.

No course of dealing between Department and Local Government, or any failure or delay on the part of Department in exercising any rights or remedies hereunder, shall operate as a waiver of any rights or remedies of Department, and no single or partial exercise of any rights or remedies hereunder shall operate as a waiver or preclude the exercise of any other rights or remedies hereunder. No delay or omission by the Department to exercise any right or power accruing upon Events of Default shall impair any such right or power or shall be construed to be a waiver of any such default or acquiescence therein, and every such right and power may be exercised as often as may be deemed expedient. No waiver or any default under this Agreement shall extend to or affect any subsequent Events of Default, whether of the same or different provision of this Agreement, or shall impair consequent rights or remedies.

ARTICLE VII - THE PLEDGED REVENUES

7.01. SUPERIORITY OF THE PLEDGE TO THE DEPARTMENT.

From and after the effective date of this Agreement, the Department shall have a lien on the Pledged Revenues, which along with any other Department State Revolving Fund liens on the Pledged Revenues, of equal priority, will be prior and superior to any other lien, pledge or

assignment with the following exception. All obligations of the Local Government under this Agreement shall be junior, inferior, and subordinate in all respects in right of payment and security to the Senior Revenue Debt defined in Section 1.01 of this Agreement and to any additional senior obligations issued with the Department's consent pursuant to Section 7.02. The Department may release its lien on such Pledged Revenues in favor of the Department if the Department makes a determination in its sole discretion, based upon facts deemed sufficient by the Department, that the remaining Pledged Revenues will, in each Fiscal Year, equal or exceed 1.15 times the debt service coming due in each Fiscal Year under the terms of this Agreement.

7.02. ADDITIONAL DEBT OBLIGATIONS.

The Local Government may issue additional debt obligations on a parity with, or senior to, the lien of the Department on the Pledged Revenues provided the Department's written consent is obtained. Such consent may be granted if the Local Government demonstrates at the time of such issuance that the Pledged Revenues, which may take into account reasonable projections of growth of the Utility System and revenue increases, plus revenues to be pledged to the additional proposed debt obligations will, during the period of time Semiannual Loan Payments are to be made under this Agreement, equal or exceed 1.15 times the annual combined debt service requirements of this Agreement and the obligations proposed to be issued by the Local Government and will satisfy the coverage requirements of all other debt obligations secured by the Pledged Revenues.

ARTICLE VIII - GENERAL PROVISIONS

8.01. DISCHARGE OF OBLIGATIONS.

All payments required to be made under this Agreement shall be cumulative and any deficiencies in any Fiscal Year shall be added to the payments due in the succeeding year and all years thereafter until fully paid. Payments shall continue to be secured by this Agreement until all of the payments required shall be fully paid to the Department. If at any time the Local Government shall have paid, or shall have made provision for the timely payment of, the entire principal amount of the Loan, and as applicable, Loan Service Fee, interest, and Grant Allocation Assessment charges, the pledge of, and lien on, the Pledged Revenues to the Department shall be no longer in effect. Deposit of sufficient cash, securities, or investments, authorized by law, from time to time, may be made to effect defeasance of this Loan. However, the deposit shall be made in irrevocable trust with a banking institution or trust company for the sole benefit of the Department. There shall be no penalty imposed by the Department for early retirement of this Loan.

8.02. PROJECT RECORDS AND STATEMENTS.

Books, records, reports, engineering documents, contract documents, and papers shall be available to the authorized representatives of the Department for inspection at any reasonable time after the Local Government has received a disbursement and until five years after the Final Amendment date.

8.03. ACCESS TO PROJECT SITE.

The Local Government shall provide access to Project sites and administrative offices to authorized representatives of the Department at any reasonable time. The Local Government shall cause its engineers and contractors to cooperate during Project inspections, including making available working copies of plans and specifications and supplementary materials.

8.04. ASSIGNMENT OF RIGHTS UNDER AGREEMENT.

The Department may assign any part of its rights under this Agreement after notification to the Local Government. The Local Government shall not assign rights created by this Agreement without the written consent of the Department.

8.05. AMENDMENT OF AGREEMENT.

This Agreement may be amended in writing, except that no amendment shall be permitted which is inconsistent with statutes, rules, regulations, executive orders, or written agreements between the Department and the U.S. Environmental Protection Agency (EPA). This Agreement may be amended after all construction contracts are executed to re-establish the Project cost, Loan amount, Project schedule, and Semiannual Loan Payment amount. A Final Amendment establishing the final Project costs and the Loan Service Fee based on actual Project costs shall be completed after the Department's final inspection of the Project records.

8.06. ABANDONMENT, TERMINATION OR VOLUNTARY CANCELLATION.

Failure of the Local Government to actively prosecute or avail itself of this Loan (including e.g. described in para 1 and 2 below) shall constitute its abrogation and abandonment of the rights hereunder, and the Department may then, upon written notification to the Local Government, suspend or terminate this Agreement.

(1) Failure of the Local Government to draw Loan proceeds within eighteen months after the effective date of this Agreement, or by the date set in Section 10.07 to establish the Loan Debt Service Account, whichever date occurs first.

(2) Failure of the Local Government, after the initial Loan draw, to draw any funds under the Loan Agreement for twenty-four months, without approved justification or demonstrable progress on the Project.

Upon a determination of abandonment by the Department, the Loan will be suspended, and the Department will implement administrative close out procedures (in lieu of those in Section 4.07) and provide written notification of Final Unilateral Amendment to the Local Government.

In the event that following the execution of this Agreement, the Local Government decides not to proceed with this Loan, this Agreement can be cancelled by the Local Government, without penalty, if no funds have been disbursed.

8.07. SEVERABILITY CLAUSE.

If any provision of this Agreement shall be held invalid or unenforceable, the remaining provisions shall be construed and enforced as if such invalid or unenforceable provision had not been contained herein.

8.08. USE AS MATCHING FUNDS.

The EPA has provided a class deviation from the provisions of 40 CFR 35.3125(b)(1) to allow these second tier funds to be used as local matching requirements for most EPA grant funded treatment works projects, including special Appropriations Act projects.

8.09. DAVIS-BACON ACT REQUIREMENT.

(1) The Local Government shall periodically interview 10% of the work force entitled to Davis-Bacon prevailing wages (covered employees) to verify that contractors or subcontractors are paying the appropriate wage rates. Local Governments shall immediately conduct interviews in response to an alleged violation of the prevailing wage requirements. As provided in 29 CFR 5.6(a)(5) all interviews must be conducted in confidence. The Local Government must use Standard Form 1445 or equivalent documentation to memorialize the interviews. Copies of the SF 1445 are available from EPA on request.

(2) The Local Government shall periodically conduct spot checks of a representative sample of weekly payroll data to verify that contractors or subcontractors are paying the appropriate wage rates. The Local Government shall establish and follow a spot check schedule based on its assessment of the risks of noncompliance with Davis-Bacon posed by contractors or subcontractors and the duration of the contract or subcontract. At a minimum, if practicable, the subrecipient should spot check payroll data within two weeks of each contractor or subcontractor's submission of its initial payroll data and two weeks prior to the completion date of the contract or subcontract. Local Governments must conduct more frequent spot checks if the initial spot check or other information indicates that there is a risk that the contractor or subcontractor is not complying with Davis-Bacon. In addition, during the examinations the Local Government shall verify evidence of fringe benefit plans and payments thereunder by contractors and subcontractors who claim credit for fringe benefit contributions.

(3) The Local Government shall periodically review contractors' and subcontractors' use of apprentices and trainees to verify registration and certification with respect to apprenticeship and training programs approved by either the U.S Department of Labor (DOL) or a state, as appropriate, and that contractors and subcontractors are not using disproportionate numbers of laborers, trainees, and apprentices. These reviews shall be conducted in accordance with the schedules for spot checks and interviews described in items (1) and (2) above.

(4) Local Governments must immediately report potential violations of the Davis-Bacon prevailing wage requirements to the EPA Davis-Bacon contact Sheryl Parsons at Parsons.Sheryl@epamail.epa.gov and to the appropriate DOL Wage and Hour District Office listed at <http://www.dol.gov/whd/america2.htm>.

8.10. AMERICAN IRON AND STEEL REQUIREMENT.

The Local Government's subcontracts must contain requirements that all of the iron and steel products used in the Project are in compliance with the American Iron and Steel requirement as described in Section 608 of the Federal Water Pollution Control Act unless the Local Government has obtained a waiver pertaining to the Project or the Department has advised the Local Government that the requirement is not applicable to the Project.

8.11. ASSET MANAGEMENT PLAN.

Subsection 62-503.700(7), Florida Administrative Code encourages Loan recipients to implement an Asset Management Plan to promote long term sustainability of the system. To be eligible for a 0.10% Financing Rate reduction, an Asset Management Plan must be adopted by ordinance or resolution and written procedures must be in place to implement the plan.

The plan must include each of the following elements: i) identification of all assets within the Local Government's system; ii) an evaluation of the current age, condition, and anticipated useful life of each asset; iii) the current value of the assets; iv) the cost to operate and maintain all assets; v) a capital improvement plan based on a survey of industry standards, life expectancy, life cycle analysis, and remaining useful life; vi) an analysis of funding needs; vii) an analysis of population growth and wastewater or stormwater flow projections, as applicable, for the Local Government's planning area, and a model, if applicable, for impact fees; commercial, industrial and residential rate structures; and industrial pretreatment fees and parameters; viii) the establishment of an adequate funding rate structure; ix) a threshold rate set to ensure the proper operation of the utility, if the Local Government transfers any of the utility proceeds to other funds, the rates must be set higher than the threshold rate to facilitate the transfer and proper operation of the utility; and x) a plan to preserve the assets, as well as the renewal, replacement, and repair of the assets as necessary, and a risk-benefit analysis to determine the optimum renewal or replacement time.

In order to retain the rate reduction included in this Loan, the implementation of the plan must be verified at least three months prior to the date of the first loan repayment scheduled in Article X.

8.12. PUBLIC RECORDS ACCESS.

(1) The Local Government shall comply with Florida Public Records law under Chapter 119, F.S. Records made or received in conjunction with this Agreement are public records under Florida law, as defined in Section 119.011(12), F.S. The Local Government shall keep and maintain public records required by the Department to perform the services under this Agreement.

(2) This Agreement may be unilaterally canceled by the Department for refusal by the Local Government to either provide to the Department upon request, or to allow inspection and copying of all public records made or received by the Local Government in conjunction with this Agreement and subject to disclosure under Chapter 119, F.S., and Section 24(a), Article I, Florida Constitution.

(3) IF THE LOCAL GOVERNMENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE LOCAL GOVERNMENT’S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE DEPARTMENT’S CUSTODIAN OF PUBLIC RECORDS AT (850)245-2118, by email at public.services@dep.state.fl.us, or at the mailing address below:

**Department of Environmental Protection
ATTN: Office of Ombudsman and Public Services
Public Records Request
3900 Commonwealth Blvd, MS 49
Tallahassee, FL 32399**

8.13. SCRUTINIZED COMPANIES.

(1) The Local Government certifies that it and its subcontractors are not on the Scrutinized Companies that Boycott Israel List. Pursuant to Section 287.135, F.S., the Department may immediately terminate this Agreement at its sole option if the Local Government or its subcontractors are found to have submitted a false certification; or if the Local Government, or its subcontractors are placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement.

(2) If this Agreement is for more than one million dollars, the Local Government certifies that it and its subcontractors are also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in Section 287.135, F.S. Pursuant to Section 287.135, F.S., the Department may immediately terminate this Agreement at its sole option if the Local Government, its affiliates, or its subcontractors are found to have submitted a false certification; or if the Local Government, its affiliates, or its subcontractors are placed on the Scrutinized Companies that Boycott the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.

(3) The Local Government agrees to observe the above requirements for applicable subcontracts entered into for the performance of work under this Agreement.

(4) As provided in Subsection 287.135(8), F.S., if federal law ceases to authorize these contracting prohibitions then they shall become inoperative.

8.14. SUSPENSION.

The Department may suspend any or all of its obligations to Loan or provide financial accommodation to the Local Government under this Agreement in the following events, as determined by the Department:

- (1) The Local Government abandons or discontinues the Project before its completion,
- (2) The commencement, prosecution, or timely completion of the Project by the Local Government is rendered improbable or the Department has reasonable grounds to be insecure in Local Government's ability to perform, or
- (3) The implementation of the Project is determined to be illegal, or one or more officials of the Local Government in responsible charge of, or influence over, the Project is charged with violating any criminal law in the implementation of the Project or the administration of the proceeds from this Loan.

The Department shall notify the Local Government of any suspension by the Department of its obligations under this Agreement, which suspension shall continue until such time as the event or condition causing such suspension has ceased or been corrected, or the Department has re-instated the Agreement.

Local Government shall have no more than 30 days following notice of suspension hereunder to remove or correct the condition causing suspension. Failure to do so shall constitute a default under this Agreement.

Following suspension of disbursements under this Agreement, the Department may require reasonable assurance of future performance from Local Government prior to re-instating the Loan. Such reasonable assurance may include, but not be limited to, a payment mechanism using two party checks, escrow or obtaining a Performance Bond for the work remaining.

Following suspension, upon failure to cure, correct or provide reasonable assurance of future performance by Local Government, the Department may exercise any remedy available to it by this Agreement or otherwise and shall have no obligation to fund any remaining Loan balance under this Agreement.

ARTICLE IX - CONSTRUCTION CONTRACTS AND INSURANCE

9.01. AUTHORIZATION TO AWARD CONSTRUCTION CONTRACTS.

The following documentation is required to receive the Department's authorization to award construction contracts:

- (1) Proof of advertising.
- (2) Award recommendation, bid proposal, and bid tabulation (certified by the responsible engineer).

(3) Certification of compliance with the conditions of the Department's approval of competitively or non-competitively negotiated procurement, if applicable.

(4) Certification Regarding Disbarment, Suspension, Ineligibility and Voluntary Exclusion.

(5) Certification that the Local Government and contractors are in compliance with labor standards, including prevailing wage rates established for its locality by the DOL under the Davis-Bacon Act for Project construction.

(6) Certification that all procurement is in compliance with Section 8.10 which states that all iron and steel products used in the Project must be produced in the United States unless (a) a waiver is provided to the Local Government by the EPA or (b) compliance would be inconsistent with United States obligations under international agreements.

9.02. SUBMITTAL OF CONSTRUCTION CONTRACT DOCUMENTS.

After the Department's authorization to award construction contracts has been received, the Local Government shall submit:

- (1) Contractor insurance certifications.
- (2) Executed Contract(s).
- (3) Notices to proceed with construction.

9.03. INSURANCE REQUIRED.

The Local Government shall cause the Project, as each part thereof is certified by the engineer responsible for overseeing construction as completed, and the Utility System (hereafter referred to as "Revenue Producing Facilities") to be insured by an insurance company or companies licensed to do business in the State of Florida against such damage and destruction risks as are customary for the operation of utility systems of like size, type and location to the extent such insurance is obtainable from time to time against any one or more of such risks.

The proceeds of insurance policies received as a result of damage to, or destruction of, the Project or the other Revenue Producing Facilities, shall be used to restore or replace damaged portions of the facilities. If such proceeds are insufficient, the Local Government shall provide additional funds to restore or replace the damaged portions of the facilities. Repair, construction or replacement shall be promptly completed.

ARTICLE X - DETAILS OF FINANCING

10.01. PRINCIPAL AMOUNT OF LOAN.

The total amount awarded is \$3,576,868. Of that, the estimated amount of Principal Forgiveness is \$2,861,494. The estimated principal amount of the Loan to be repaid is \$715,374,

which consists of \$715,374 to be disbursed to the Local Government and \$0 of Capitalized Interest.

Capitalized Interest is not disbursed to the Local Government, but is amortized via periodic Loan repayments to the Department as if it were actually disbursed. Capitalized Interest is computed at the Financing Rate, or rates, set for the Loan. It accrues and is compounded annually from the time when disbursements are made until six months before the first Semiannual Loan Payment is due. Capitalized Interest is estimated prior to establishing the schedule of actual disbursements.

10.02. LOAN SERVICE FEE.

The Loan Service Fee is estimated as \$71,537 for the Loan amount authorized to date. The fee represents two percent of the Loan amount excluding Capitalized Interest amount; that is, two percent of \$3,576,868. The Loan Service Fee is estimated at the time of execution of the loan agreement and shall be revised with any increase or decrease amendment. The Loan Service Fee is based on actual Project costs and assessed in the final loan amendment. The Local Government shall pay the Loan Service Fee from the first available repayment(s) following the Final Amendment.

10.03. FINANCING RATE.

The Financing Rate on the unpaid principal of the Loan amount specified in Section 10.01 is 0 percent per annum. The Financing Rate equals the sum of the interest rate and the Grant Allocation Assessment Rate. The interest rate is 0 percent per annum and the Grant Allocation Assessment rate is 0 percent per annum. However, if this Agreement is not executed by the Local Government and returned to the Department before July 1, 2021 the Financing Rate may be adjusted. A new Financing Rate shall be established for any funds provided by amendment to this Agreement.

10.04. LOAN TERM.

The Loan term shall be 20 years.

10.05. REPAYMENT SCHEDULE.

Repayments shall be made semiannually (twice per year). The Semiannual Loan Payment shall be computed based upon the principal amount of the Loan less the Principal Forgiveness plus the estimated Loan Service Fee and the principle of level debt service. The Semiannual Loan Payment amount may be adjusted, by amendment of this Agreement, based upon revised information. After the final disbursement of Loan proceeds, the Semiannual Loan Payment shall be based upon the actual Project costs, the actual Loan Service Fee and Loan Service Fee capitalized interest, if any, and actual dates and amounts of disbursements, taking into consideration any previous payments. Actual Project costs shall be established after the Department's inspection of the completed Project and associated records. The Department will deduct the Loan Service Fee and any associated interest from the first available repayments following the Final Amendment.

Each Semiannual Loan Payment shall be in the amount of \$19,673 until the payment amount is adjusted by amendment. The interest and Grant Allocation Assessment portions of each Semiannual Loan Payment shall be computed, using their respective rates, on the unpaid balance of the principal amount of the Loan, which includes Capitalized Interest. Interest (at the Financing Rate) also shall be computed on the estimated Loan Service Fee. The interest and Grant Allocation Assessment on the unpaid balance shall be computed as of the due date of each Semiannual Loan Payment.

Semiannual Loan Payments shall be received by the Department beginning on August 15, 2022 and semiannually thereafter on February 15 and August 15 of each year until all amounts due hereunder have been fully paid. Funds transfer shall be made by electronic means.

The Semiannual Loan Payment amount is based on the total amount owed of \$786,911, which consists of the Loan principal and the estimated Loan Service Fee.

10.06. PROJECT COSTS.

The Local Government and the Department acknowledge that the actual Project costs have not been determined as of the effective date of this Agreement. Project cost adjustments may be made as a result of construction bidding or mutually agreed upon Project changes. Capitalized Interest will be recalculated based on actual dates and amounts of Loan disbursements. If the Local Government receives other governmental financial assistance for this Project, the costs funded by such other governmental assistance will not be financed by this Loan. The Department shall establish the final Project costs after its final inspection of the Project records. Changes in Project costs may also occur as the result of an audit.

The Local Government agrees to the following estimates of Project costs:

CATEGORY	PROJECT COSTS (\$)
Construction and Demolition	3,151,425
Contingencies	315,143
Technical Services After Bid Opening	110,300
SUBTOTAL (Disbursable Amount)	3,576,868
Less Principal Forgiveness	(2,861,494)
SUBTOTAL (Loan Amount)	715,374
Capitalized Interest	0
TOTAL (Loan Principal Amount)	715,374

10.07. SCHEDULE.

The Local Government agrees by execution hereof:

(1) This Agreement shall be effective on November 18, 2020. Invoices submitted for work conducted on or after this date shall be eligible for reimbursement.

(2) Completion of Project construction is scheduled for February 15, 2022.

(3) The Loan Debt Service Account shall be established and Monthly Loan Deposits shall begin no later than February 15, 2022.

(4) The first Semiannual Loan Payment in the amount of \$19,673 shall be due August 15, 2022.

10.08. SPECIAL CONDITIONS.

(1) Prior to execution of this Agreement, the Local Government shall submit the following:

(a) A certified copy of the Resolution which authorizes the application, establishes the Pledged Revenues, and designates an Authorized Representative for signing the application and executing the Loan Agreement; and

(b) A Legal Opinion addressing the availability of Pledged Revenues, the right to increase rates, and subordination of the pledge.

(2) The Local Government will need advance payment approval or submit invoices with proof of payment dated on or after the effective date specified in 10.07(1) for payment of allowable invoiced costs.

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ARTICLE XI - EXECUTION OF AGREEMENT

This Loan Agreement WW200114 may be executed in two or more counterparts, any of which shall be regarded as an original and all of which constitute but one and the same instrument.

IN WITNESS WHEREOF, the Department has caused this Agreement to be executed on its behalf by the Secretary or Designee and the Local Government has caused this Agreement to be executed on its behalf by its Authorized Representative and by its affixed seal. The effective date of this Agreement shall be as set forth below by the Department.

for
CITY OF QUINCY

City Manager

Attest:

I attest to the opinion expressed in Section
2.02, entitled Legal Authorization.

City Clerk

City Attorney

SEAL

for
STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION

Secretary or Designee

Date

**City of Quincy
City Commission
Agenda Request**

Date of Meeting: May 25, 2021

Date Submitted: May 18, 2021

To: Honorable Mayor and Members
Of the Commission

From: Jack L. McLean Jr., City Manager
Reginald Bell, Public Works Director

Subject: Change Order for Improvements to Hamilton Street Storm
Drainage System

Issue:

This Agenda Item is requesting the Commission's approval of the Change Order to start Phase 2 of the improvements for Hamilton Street storm drainage systems.

Background:

Recently, the contractor that made the additional repairs to the Hamilton Street drainage system did an excellent job in completing the improvement to the drainage ditch in a timely manner. After observing the distance in Phase 1 of 200 feet that the project during Phase1, Staff suggested that the project be extended to ensure the safety of our citizens.

The first phase of improving Hamilton Street drainage system was quoted extend 200 feet. After considering the distance, Staff decided to go another 200 feet. The contractor committed to do the additional 200 feet for \$121,992. The price was lower because the contractor did not have to install another headwall and agreed not to charge a mobilization cost.

Analysis:

The original contract with Thames Farm, LLC for \$160,000 was left opened. The second phase to this project will cost the City \$121,992. This amount was budgeted in this year budget under GL# 001-430-541-60634 (Storm Water Facilities). Staff is asking the

Commission for approval to submit a Change Order for this project to complete the additionally 200 feet that is needed to complete this project.

Option 1: Vote to approve the Change Order recommendation for Thames Farms, LLC in the amount of \$121,992 to complete the additionally 200 feet that is requested by staff.

Option 2: Provide Directions.

Staff Recommendation:

Option 1

Attachment:

- Estimate from Thames Farms, LLC

Estimate

Thames Farms, LLC

INVOICE # 2054
DATE: 01/28/2021

217 West Washington St.
Chattahoochee, FL 32324
Phone 850-408-6471 Fax
thamesfarms@gmail.com

TO City of Quincy
Hamilton Project
404 W Jefferson St.
Quincy, FL 32351
850-528-8902

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	Erosion and Sediment Control	\$3500.00	\$3500.00
1	Demolition and Debris Removal	\$15,000.00	\$15,000.00
1	60" Double Wall HDPE	\$72,000.00	\$72,000.00
1	Class II Rip-Rap Outfall Protection	\$6,499.00	\$6,499.00
1	Type III Matting	\$1793.00	\$1793.00
1	Concrete Level Spreader	\$4,200.00	\$4,200.00
1	Bedding and Backfill	\$11,000.00	\$11,000.00
1	Fine Grading and Sod	\$6,500.00	\$6,500.00
1	Permanent Seeding	\$1,500.00	\$1,500.00
SUBTOTAL			\$121,992.00

This estimated price includes tearing out old rip-rap and concrete installing two 5ft pipes 200ft (for a total of 400ft). This **doesn't** include 24" vertical drains.

If you would like to do 400 leaner foot the price will be double.

We look forward to working with you!

Quotation prepared by: _____

To accept this quotation, sign here and return: _____

**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

MEETING DATE: May 25, 2021

DATE OF REQUEST: May 21, 2021

TO: Honorable Mayor and Members of the City Commission

FROM: Jack L. McLean Jr., City Manager
DeCody Fagg, Parks and Recreation Director

SUBJECT: Update on Quincy Parks and Recreation Department
Rental Fee Schedule and Police Security Event Policy
for Special Events

Statement of Issue:

The information provided herein concerns Quincy Parks and Recreation Department revised Rental Fee Schedule and Quincy Police Department Event Management/Security Management Policy for Tanyard Creek Amphitheater and other events.

Background:

The current approved and adopted documents used to rent the Tanyard Creek Amphitheater and other City parks and facilities have been revised to better serve the City of Quincy and ensure that the required security for events are provided by the renter. This resulted in a need to revise and establish additional policies (i.e Quincy Parks and Recreation Department Rental Fee Schedule and the new Police Security Event Policy). Staff met on May 19, 2021 to revise Quincy Parks and Recreation Department Rental Fee Schedule and to establish a new Police Security Event Policy.

The Rental Fee Schedule has been revised to allow the renter to use their own staff for clean-up after the event. A refundable clean-up deposit will be required based on the number of expected participants. The renter will be refunded the clean-up deposit upon Staff completing an inspection of the property, park, and/or facility. If Staff finds that the rented property was not properly cleaned and all trash removed, then the renter will forfeit their deposit.

The Police Security Event Policy has been established to ensure a safe and secure environment is provided at all events using a City park or facility. The policy also allows the renter to obtain their own Security/Police Officers to provide security services during an event. However, Quincy Police Department Officers must be use for traffic control.

The Security Company or Police Department hired for all other security purposes must be armed officers and approval by Quincy Police Department prior to the event. There must be one officer hired for every 300 people expected to attend the event. All officers should be hired to start one hour prior to event for briefing, closing the roads, etc. and two hours after the event to ensure all patrons have left the area.

Staff Recommendation:

It is staff's recommendation that the Commission approves the revised Rental Fee Schedule for Tanyard Creek Amphitheater and the Quincy Police Department Event Management/Security Management Policy.

Options:

- Option 1: Vote to approve the revised Rental Fee Schedule for Tanyard Creek Amphitheater and the Quincy Police Department Event Management/Security Management Policy.
- Option 2: Vote to deny the approval of the revised Rental Fee Schedule for Tanyard Creek Amphitheater and the Quincy Police Department Event Management/Security Management Policy.

Staff Recommendation:

Option 1

Attachments:

- Rules and Regulations, Event Planning Kit for Tanyard Creek Park and Amphitheater
- Rental Agreement Application for Tanyard Creek Park and Amphitheater
- Rental Fee Schedule for Tanyard Creek Park and Amphitheater (*Revised 05/19/2021*)
- Quincy Police Department Event Management/Security Management (*Established 05/19/2021*)
- Quincy Parks and Recreation Parks and Facilities Rental Pricing

**CITY OF QUINCY
CITY COMMISSION
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Venue Information

Tanyard Creek Park is a 32-acre park site that sits adjacent to the Tanyard Creek Greenway and is also within the geographic center of City of Quincy. The park consist of family sized pavilions, meadow open spaces, hiking and walking paths. Other parts of the park include a nature center, planted grove, "boundless" playground, a large grassy open space, meadow and amphitheater. A restored wetland with new storm water features provide the needed storm water management on the site as well.



Location: 20 Martin Luther King, Jr. Blvd., Quincy, Florida 32351

Tanyard Creek Amphitheater

Covered Stage:	Yes
Number of fixed seats:	None, areas all uncovered
Lawn:	Length = 262 ft.; Width = 227 ft.
Total Capacity:	8,500
Stage Depth:	36 ft., 6 inches
Stage Width:	50 ft., 6 inches
Loading Zone to Stage:	NO
Dressing Room	NO
Private Restrooms:	2 (Location: Ticket Booth)
Public Restrooms:	2
Parking On-Site:	153 (of these 15 are handicapped accessible)
Parking Off-Site:	Parking is available off Martin Luther King Blvd. in the adjacent football field and the empty field on the south side of Martin Luther King Blvd. (must contact the Gadsden County School Board for permission – Saturdays and Sundays only).
Programmable Hours:	Sunday – Thursday: 8 am – 9 pm Friday – Saturday: 8 am – 10:00 pm

Revision: Resolution 1322-2015 effective 02/10/2015 – Approved by City Commission

Adaptation from the City of Tallahassee, Parks, Recreation & Neighborhood Affairs, Cascades Park, Event Planning Kit, 2018.

Revision: Resolution 1389-2019 effective 05/28/2019

Venue Map



Revision: Resolution 1322-2015 effective 02/10/2015 – Approved by City Commission

Adaptation from the City of Tallahassee, Parks, Recreation & Neighborhood Affairs, Cascades Park, Event Planning Kit, 2018.

Revision: Resolution 1389-2019 effective 05/28/2019

Permitting Checklist

Please use the checklist to make sure that you are following the permitting process:

Establish date and areas of use.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Submit Event Permit Application with all applicable paperwork.	
<ul style="list-style-type: none"> • General Liability Insurance 	<input type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> • Tax Exempt Certificate 	<input type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> • Non-Profit Documentation 	<input type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> • Food Vendor Information 	
<ul style="list-style-type: none"> • City of Quincy Police Department Event Application 	<input type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> • Road Closure Application 	<input type="checkbox"/> Yes <input type="checkbox"/> No
Pay Rental Deposit	<input type="checkbox"/> Yes <input type="checkbox"/> No
Site and Accessibility Planning	<input type="checkbox"/> Yes <input type="checkbox"/> No
City of Quincy City Manager and/or Parks and Recreation Director will contact you for site planning meeting.	<input type="checkbox"/> Yes <input type="checkbox"/> No

Please note: Marketing of any kind may not take place until the application has been approved.

Welcome Letter

Dear Event Planner/Organizer:

Thank you for your interest in utilizing Tanyard Creek Park and Amphitheater for your event. We welcome community and civic groups, non-profit and for-profits organizations, private groups, promoters and other renters to our facilities. It's an exciting time for the City of Quincy, as we continue to attempt to grow and adapt; remain community-focused and open to new ideas and events. We would love to host all types of events, for example, arts and music festivals, civic, business, social and recreational activities, as well as, small or larger gatherings.

We would love working with your group or organization to make unique and fun events happen for our community. We want to make your event the best and most memorable event yet. Please contact us by calling the City of Quincy Parks and Recreation Department at 850-618-0042 during regular business hours, 8:30 am to 5:00 pm, Monday thru Friday.

Thanks you.

Sincerely,

Jack L. McLean Jr.
City Manager

Park and Amphitheater Rules and Regulations

Park and Amphitheater Use

The use of the park and amphitheater is determined on a first come, first served basis and may be reserved up to one (1) year in advance. Reservations are not confirmed until the application is approved by the City and all appropriate fees have been paid.

All events must end no later than 10:00 pm Fridays and Saturday, and no later than 9:00 pm Sundays through Thursdays. No event shall begin earlier than 8:00 am Saturdays and Sundays, and no earlier than 7:00 am Mondays through Fridays. No amplified sound in the amphitheater any day of the week prior to 10:00 am.

No oral agreement for use of the amphitheater shall be valid.

In the event that a "lightning warning" alert occurs, the City of Quincy staff will immediately stop the event and evacuate the event space. All participants, organizers and staff should immediately seek shelter under a safe structure or in personal vehicles. Once the alert has expired, the City of Quincy staff will contact the organizers/users to inform them that the event may resume.

Amphitheater

A **\$500.00 rental fee** is required to secure the area and must be paid in advance. The user of the amphitheater is responsible for all repairs due to damages incurred as a result of the event. The user planning the event will be responsible for any extra cost incurred for using an outside company for sound or any other services. Said company will be required to follow all sound system and noise policy regulations.

Cancellation

If the user violates any of the terms and conditions of the application, the City of Quincy shall have the right to immediately terminate or cancel without notice or refund due to special circumstances, including, but not limited to the following: weather, misuse or abuse of facilities, non-compliance with the City of Quincy event guidelines and un-permitted/prohibited events. The City of Quincy may pursue all of its rights and remedies in accordance with the law, including the right to recover court costs and attorney fees.

The cancellation notice must be done in writing and will be as follows:

- Cancellation of an event 30 plus (+) days before an event will result in loss of application fee.
- Cancellation 14 to 30 days before an event will result in loss of deposit and application fee.
- Cancellation less than 14 days results in loss of ALL fees.

Prohibited Practices

Games of chance, gambling and raffles are prohibited. Pony rides, golf carts and motorized vehicles are prohibited in Tanyard Creek Park.

Except for private activities, containers, ice-chests or outside food and drink shall be prohibited from being brought into the Amphitheater. Pets, except for service animals, and smoking are prohibited within the Amphitheater. The use of barbeque grills and other food preparation activities shall be undertaken only in hard surfaced areas specifically designated for such uses.

Insurance Requirements

General Liability Insurance is required for all public events. For events requiring an alcohol license, the minimum amount of coverage in the general liability insurance policy shall be \$2,000,000 general aggregate, \$1,000,000 personal injury and \$1,000,000 each occurrence. For all other events held on property, the minimum amount of coverage for the general liability insurance policy will be \$1,000,000 per occurrence. The insurance policy must cover, in addition to the general public, but also entertainers and their support staff and any individual participating in or attending the activity for which the facility is rented. Coverage shall meet the following:

- Deductibles shall be listed on the Certificate of Insurance and are acceptable only on per occurrence basis for property damage only.
- Claims-made policies will not be accepted.
- The coverage shall contain no special limitation on the scope of protection afforded to the City, its officials, agents, servants, representatives, volunteers, subcontractors and employees.
- Certified copies of all insurance policies and/or certificates of insurance shall be furnished to the City of Quincy without cost to the City not less than thirty (30) calendar days prior to the scheduled activity.

Vendors

Each vendor will be required to follow these easy steps.

Before Event

- Fill out and submit a vendor special event form.
- The City of Quincy requires a business license and can be obtained from the City of Quincy Clerk's Office.
- Display the form in your booth at the event.

After Event

- Complete the portion of the form with the amount of sales collected.
- Remit 7.500% sales tax to the City of Quincy.
- Payment is due by the 20th of the month following the period of the event. If the 20th falls on a weekend or holiday, the return is due the next business day.

Information to Event Planner/Organizer

- The organizer must complete the section of the application requesting the listing of vendors, including name, mailing address and phone number.
- The organizer can request the special event form from the vendor upon check in at the event.

Food Vending Regulations

As the organizer, it is your responsibility to communicate the vending regulation to your food vendors prior to the event. Proof of necessary licenses and insurance must be provide for each vendor. All vendors must adhere to all regulations set- forth.

General Vending Regulations

- Vendor may not arrive earlier than set-up time provided by the event organizer.
- Vendor must stop serving immediately at event/activity ending time and start breaking down. Break down must be completed within 1.5 hours of event conclusion.
- Food vendors may only sell during the official event times.
- All waste must be disposed of properly. Large trash, boxes and items must go with vendor upon leaving the space. Grease, charcoal, grill drippings and oil MAY NOT be

dumped in City garbage cans. Vendors must make their own arrangements for disposing of these items.

- Food items must be placed in bags before deposited into waste cans.
- Vendor must supply own extension cords.
- Fire Safety Code requires a portable fire extinguisher. Check the local Fire Department for specific requirements pertaining to size and type of required fire extinguishers or other fire related requirements.
- Tents and/or canopies must be properly weighted. Walkways must remain clear of debris.
- Extension cords must be taped down or covered to prevent a trip or fall hazard.
- Vehicles will NOT be allowed to stay in the vendor area.
- Vendor areas will NOT allow vehicle access once event begins.
- Walkways must remain clear of debris and extension cords must be secured.

It is estimated that 20%-30% of the attendees to an event will eat at the event. The industry standard is one (1) truck per 300 people that you anticipate will eat. Caterers will also be required to adhere to these regulations.

State of Florida Department of Business and Professional Regulations (DBPR) Regulations Vending Requirements

Licensing and inspection may be conducted on-site by DBPR, Division of Hotels & Restaurants inspector. All vendors are required to hold a license to be a vendor. If you have any questions, please call DBPR Customer Center at 850-487-1395.

TANYARD CREEK PARK AND AMPHITHEATER

RENTAL FEE SCHEDULE

General Groups

***Public Event**

- 0-4 hours - \$900.00 (\$100.00 each additional hour)
- Non-Refundable Rental Deposit - \$500.00
- Refundable Damage Deposit - (\$50.00 or 25% of total rental fees; whichever is greater)
- Event Staff- \$10.00 per hour
- Maintenance Deposit - (Event Planner/Organizer Responsible for Clean-Up)

Anticipated Attendance Fees - 100-Under: \$100.00

150-300: \$250.00

300-700: \$500.00

700-Up: \$1,000.00

- Bathroom Attendant (1 Male/1 Female) - \$25.00 per hour
- Waste Cans - \$12.50 per can
- Event Application Fee - \$31.50

***Private Event**

- 0-4 hours - \$1,050.00 (\$125.00 each additional hour)
- Non-Refundable Rental Deposit - \$500.00
- Refundable Damage Deposit – (\$50.00 or 25% of total rental fees; whichever greater)
- Event Staff - \$10.00 per hour
- Maintenance Deposit – (Event Planner/Organizer Responsible for Clean-Up)

Anticipated Attendance Fees - 100-Under: \$100.00

150-300: \$250.00

300-700: \$500.00

700-Up: \$1,00.00

- Bathroom Attendant (1 Male/1 Female) - \$25.00 per hour
- Waste Cans - \$12.50 per can
- Event Application Fee - \$31.50

Non-Profit Groups

***Public Event**

- 0-4 hours - \$400.00 (\$50.00 each additional hour)
- Non-Refundable Rental Deposit - \$500.00
- Refundable Damage – (\$50.00 or 25% of total rental fee; whichever is greater)
- Event Staff - \$10.00 per hour
- Maintenance Deposit – (Event Planner/Organizer Responsible for Clean-Up)

Anticipated Attendance – 100-Under: \$100.00

150-300: \$250.00

300-700: \$500.00

700-Up: \$1,00.00

- Bathroom Attendant (1 Male/ 1 Female) - \$25.00 per hour
- Waste Cans - \$12.50 per can
- Event Application Fee - \$31.50

***Private Event**

- 0-4 hours - \$550.00 (\$75.00 each additional hour)
- Non-Refundable Deposit - \$500.00
- Refundable Damage – (\$50.00 or 25% of total rental fee; whichever is greater)
- Event Staff - \$10.00 per hour
- Maintenance Deposit – (Event Planner/Organizer Responsible for Clean-Up)

Anticipated Attendance – 100-Under: \$100.00

150-300: \$250.00

300-700: \$500.00

700-Up: \$1,000.00

- Bathroom Attendant (1 Male/1 Female) - \$25.00 per hour
- Waste Cans - \$12.50 per can
- Event Application - \$31.50

Payment Terms

All applications for use of the amphitheater should be returned with the \$500.000 rental deposit as a minimum payment to reserve the date requested. All events must follow the following payment schedule:

- 90 days before event: 25% of fees.
- 30 days before event: 50% of remainder.
- 14 days before event: all of the remainder balance.
- The \$500.00 rental deposit shall be applied to the total amount.
- The damage deposit is refundable pending inspection of the site after use. The damage deposit will be returned by check after the event via US Mail. If necessary, an invoice will be sent post-event to reflect any accrued charges during the event. This invoice will reflect any damage deposit monies applied.
- Users of the amphitheater are responsible for all repairs due to damages incurred during the event.



Event Permit Application

Tanyard Creek Park and Amphitheater

Applicant Information

Name of Applying Organization/Individual:		
Address:		
Phone Number:		
Alternate Phone Number:		
Email Address:		
Organization/Event Website (if applicable):		
Contact Name:		
Contact Mailing Address:		
City:	State:	Zip Code:

Contact Phone Number:		
Alternate Phone Number		
Non-Profit Status ID# (Must attach copy):		
Name of Event:		
Public Event: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Requested Date: Choose three (3) possible dates; list in order of importance.		
1.		
2.		
3.		
Set-Up Time:	Event Start Time:	Event End Time:
Breakdown/Offsite Time:		
All events must conclude by 9 pm Sundays – Thursdays and 10 pm Fridays and Saturdays		
Anticipated Attendance:		

Other Factors (Check all that apply):

☐ Alcohol (submit Alcohol Permit)

☐ Medical/First Aid

☐ Tents What size: _____

☐ Banners/Signs

☐ Portable Restrooms

☐ Use of sound system

Anticipated number of food vendors:

Merchandise Sales? ☐ Yes ☐ No

Anticipated number of merchant vendors:

What type of merchandise do you plan to sell?

Will food and/or non-alcoholic beverages be served and/or sold? ☐ Yes ☐ No

Who will dispense the food or beverage (i.e., caterers, staff, etc.)?

If caterers are being used, please list the names and DBPR license number of each caterer:

Electric, sanitation and water requirements will be determined based on needs.

All sales tax is to be reported by vendor and is not the City of Quincy's responsibility to report sales tax.

Release and Hold Harmless Agreement

In consideration of the City of Quincy, granting permission for the activity described above, the undersigned indemnifies and holds harmless the City of Quincy, its employees, representatives and agents against all claims, liabilities, losses or damage for personal injury and/or property damage or any other damage whatsoever on account of the activity described above and/or deviation from normal City regulations in the area. The undersigned further agrees to indemnify and hold harmless the City of Quincy, its employees, representatives and agents against any loss, injury, death or damage to person or property and against all claims, demands, fines, suits, actions, proceedings, orders, decrees and judgments of any kind or nature and from and against any and all costs and expenses including reasonable attorney fees which at any time may be suffered or sustained by the undersigned or by any person who may, at any time, be using or occupying or visiting the premises of the undersigned or the above-referenced public property or be in, on or about the same, when such loss, injury, death or damage shall be caused by or in any way result from or rising out of any act, omission or negligence of any of the undersigned or any occupant, visitor, or user of any portion of the premises or shall result from or be caused by any other matters or things whether the same kind, as, or of a different kind that the matters or things above set forth. The undersigned hereby waives all claims against the City of Quincy for damages to the building or improvements that are now adjacent to said public property or hereafter built or placed on the premises adjacent to said property or in, on or about the premises and for injuries to persons or property in or about the premises, from any cause arising at any time during the activity described above. The undersigned further agrees to comply with all the rules, regulations, terms and conditions established by the City of Quincy, Florida.

THE UNDERSIGNED HAS READ AND FULLY UNDERSTANDS THIS DOCUMENT, INCLUDING THE FACT IT IS RELEASING AND WAIVING CERTAIN POTENTIAL

**RIGHTS, AND VOLUNTARILY AND FREELY AGREES TO THE TERMS AND
CONDITIONS AS SET FORTH HEREIN.**

Applicant Signature: _____

Print Name: _____

Date: _____ Phone Number: _____

Economic Impact

Potential Economic Impact Factors:
Possible Sponsors and/or Partnerships:
Anticipated Immediate Impact to Community:

CITY MANAGER APPROVAL

_____ Approved _____ Denied Date: _____

City Manager's Signature: _____

Jack L. McLean Jr.

THE QUINCY POLICE DEPARTMENT EVENT MANAGEMENT/SECURITY MANAGEMENT

PURPOSE:

The city of Quincy, Florida is a city that celebrates special events. From music festivals hosted by our CRA/Main Street organization, community-based festivals, parades and athletic activities under the supervision of our Parks and Recreation Department. It is our goal to enhance the vitality, quality of life, and economic prosperity of the city of Quincy through the support of special events in Quincy, Florida.

The following information has been developed guide an organization through the City of Quincy Event Permit Process requirements, and to provide guidelines and requirements associated with security and special event management in the City of Quincy, Florida.

SECURITY PLAN

The Organization, also known as the Event Sponsor and here designated as "organization" must provide a safe and secure environment for the event. This is accomplished through sound pre-planning by anticipating potential problems and concerns related to the event activities and surrounding environment and by being prepared to react during the event to any unanticipated problems. The size, type, time of day and location of the event, as well as the overall activities proposed to take place in association with the event, are all areas that need to be analyzed in depth and addressed through the security plan.

Role of the Police Department:

The Quincy Police Department will require a specific number of officers/sworn officers/armed security to be present at the event. These sworn officers are there to enforce laws and to perform traffic related duties. Security officers cannot enforce state criminal/traffic laws; only rules on the property. It is not the responsibility of police officers to provide the services that are the job of private security staff. If the special event impacts the community outside the venue, police services in addition to those needed to directly support the event may be required. The Quincy Police Department (Event Security Supervisor) has final authority over the event safety requirements.

The following rubric will be used to hire officers/security staff for the event. This is separate from traffic posts:

- *1 officer for every 300 people who attend the event (does not include traffic positions)(these officers are for the inside of the event and not attached to a traffic position)*
- For any event that has more than 1,200 people a police dispatcher shall be hired as communications for the officers working the event
- Officers shall be paid at least **1 hour** before the start time of the event for briefing, closing of the roads, etc..for events that require the "staging" of floats, etc.. it may be reasonable to close earlier and thus the event organizer will have to hire for the road closure.
- Officers shall be paid at least **2 hours** after the event for ensuring that all patrons of the event have left the area, ensure that the management of the location is properly done, debriefing of officers and staff, etc...

THE QUINCY POLICE DEPARTMENT

EVENT MANAGEMENT/SECURITY

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- If a private security company is contracted, all officers shall be armed, licensed security officers pursuant to Florida Statute 493. The same rubric for police officers shall apply (1 armed, license officer for every 300 people)
 - o The event organizer shall provide a copy of the executed security contract to the Chief of Police or their designee no less than 1 week (7 days) prior to the event for review and verification.
 - o The security company shall coordinate all aspects of the event as to their security, deployment of officers, location, etc.. with the police department's assigned personnel and comply with all requirements. The security company's manager and/or owner shall attend the meeting with the police department no less than 1 week of the event.

The following shall be used when the event impacts traffic:

When the event impacts traffic going to the event or leaving the event, the surrounding community, or otherwise blocking of roads either temporary or permanent, only sworn law enforcement officers may perform these functions. The enforcement of traffic laws are specific to police functions; however, individuals trained in traffic enforcement through a police department may be given duties in this area. (this is at the approval of the Police Chief or their designee)

- A traffic posts shall be staffed by appropriate sworn personnel (or an authorized individual who has documented, verifiable training)
- The need for a traffic post is at the discretion of the Chief of Police or their designee. This plan may include, but not be limited to, the location, type of area, road structure, and ingress/egress of the event area.

Use of Volunteers:

As part of the event security plan, the Quincy Police Department may allow volunteers in specific predetermined locations and capacities that do not require licensed security guards. Should the volunteer services fail to be provided, and/or prove inadequate; the Quincy Police Department maintains the right to shut down any or all components of the event and/or to provide additional police services that will be billed directly to the organization. These volunteers shall be properly identified by proper distinctive shirt, vest, or other garment.

Vending:

To regulate vendors within the permitted area, submit a complete list of vendors and coordinate an enforcement plan with the Quincy Police Department, and obtain approval with the city of Quincy management prior to the event. Failure to provide a complete vendor list and to coordinate with the police department and obtain approval through the City of Quincy's management prior to the proposed event may inhibit the ability to enforce this aspect of having vendors during the event.

OPERATIONAL PLAN—ALCOHOL MANAGEMENT

It is illegal for anyone under the age of 21 to consume alcoholic beverages in the State of Florida. As the Host Organization or authorized representative listed on the City of Quincy Event Permit

THE QUINCY POLICE DEPARTMENT EVENT MANAGEMENT/SECURITY MANAGEMENT

Application is legally liable for any consumption and/or possession of alcohol by a minor. If the propose to sell or furnish alcoholic beverages at the event, the organization will be required to obtain a permit from the Florida State Department of Alcoholic Beverage Tobacco (ABT) in addition to the City of Quincy Event Permit. The City of Quincy Commission shall also approve the selling, use, or consumption of alcohol on city property. The City of Quincy Police Department and State ABT officials will review the event plans and alcohol management strategies before the license is approved. The City of Quincy management may place restrictions on the way in which alcohol is managed at the proposed event. Any police officer or State ABT official may revoke the permit to provide, serve or sell alcohol during the event for violations of the rules and terms of the permit application or the final permit.

OPERATIONAL PLAN—MEDICAL

All special events must have a medical plan. The most basic plan for small events with a low medical risk is the designation of an event representative to call 9-1-1 and a representative on-site with CPR training certification.

Events with a higher potential for risk (such as this event) are required to implement an appropriate medical plan to address the specific needs of the attendees and/or participants. Should emergency ambulance transport, or Advanced Life Support transport be needed at the event, the medical service provider is required to use the Gadsden County 9-1-1 system, and also immediately notify on-site law enforcement. The medical service provider should be familiar with this requirement. It is the organization's responsibility to ensure that all medical support personnel whether paid or volunteer has the appropriate licensing, certifications, and insurance to provide services at the event. The City of Quincy has final authority over the event medical services requirements and will evaluate these requirements based on a number of factors related to the event

OPERATIONAL PLAN—TRANSPORTATION AND STREET CLOSURES

An important part of the event planning process includes planning for the safe arrival and departure of event attendees, participants, and vendors by creating a transportation plan that is suitable for the neighborhood environment in which the event will take place. Below are the requirements and procedures of the Quincy Police Department Transportation and Street Closures Operational Plans for this event:

- All traffic control in the public right-of-way must be conducted by a representative of the police department or by a civilian who is certified in traffic control and authorized by the police department. Any street closure will be coordinated by the police department. (depending on the event, location, time of day, and size of the event, the street closure may happen more than 1 hour from the start of the event.

THE QUINCY POLICE DEPARTMENT EVENT MANAGEMENT/SECURITY MANAGEMENT

- All proposed street closures must be included in the permit application and be authorized by the police department. (this is also incumbent on Commission approval and FDOT approval for state road closures)
- If a shuttle plan to support the event needs, the organization must include approval of the property owner for use of the property in the transportation plan. If approval to use the property is authorized by a property manager, the authorization letter must indicate that the property manager is authorized to approve the use on behalf of the property owner.
- Transportation plan should not incorporate the use of nearby shopping center parking lots or other private property without the express written permission from the affected property owner(s). If approval to use the property is authorized by a property manager, the authorization letter must indicate that the property manager is authorized to approve the use on behalf of the property owner.
- Any taxi/limo drop-off/pick-up zones should be coordinated with the Quincy Police Department.
- There must be accessible parking and/or access in the event plans.

OPERATIONAL PLAN—EVENT ACTIVITIES

Activities not included in the permit application are not authorized to take place in the event venue and can be curtailed by the Quincy Police Department. The Event Security Supervisor (or designee) may terminate activities if they incite a crowd or have potential to cause unruly or risky behavior.

OPERATIONAL PLAN—PERFORMANCES

As part of the permit review process, the organization shall provide a description of the types of performances or entertainment that will be at the event. This helps the City of Quincy and the Police Department to work effectively with the organization in developing plans that provide for the safety of all those who attend. The City of Quincy Police Department will not allow event activities or components that are not included in the permit application and that are not authorized to take place in the event venue.

As the Host Organization or its authorized representative, it is their responsibility to ensure all necessary actions are taken to prevent and stop unruly and risky behavior at the event. A representative of the City of Quincy may require such activities be mitigated or stopped by the organization at anytime during the event, including set-up and dismantle. The Quincy Police Department or Fire Department may also direct the Host Organization to end entertainment or other activities if it incites a crowd or has potential to cause unruly or risky behavior.

Performances by Community or Local Performers:

Many events feature local or community performance groups. If the event plans to incorporate the use of these types of groups, it is not necessary to provide a complete performance schedule with the permit application.

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Performances by Regional, National, or Internationally Recognized Performers:

If the event plans include the use of performers that are recognized regionally, nationally, or internationally or have a unique audience draw, the organization are required to provide a complete performance schedule including sound check times with the permit application. This information will be incorporated in the overall assessment of the event management and safety plans.

Amplified Sound:

It is important to carefully assess the environment in which the event is proposed to take place in order to develop a plan that best limits the impact of sound generated by event activities to the surrounding neighborhood. Issues to consider include but are not limited to:

- The direction speakers are pointed.
- Use of directional speaker systems with cut-off points.
- Placement of smaller sound systems in specific locations throughout the venue rather than far-ranging single amplification systems.
- Sound checks must be authorized as part of the permit.
- Do not place speakers and sound system devices in areas that have not received authorization.
- Do not use amplified music during the set-up and dismantle of the event unless there is prior authorization.
- Provide information to area residents and business that might be impacted by noise from the event. Include a mobile number that is staffed by an event representative throughout the event set-up, event duration, and dismantle.

In most cases, issuance of a City of Quincy Special Event Permit will serve as the approval to use amplified sound within the event venue as outlined in the permit application. Loud and unreasonable noise at any time of day or night (including music) is a violation of state law. A police officer that determines noise from the event is offensive to others may require to lower or discontinue the noise even though there is a permit allowing such use. In some instances, there may be a requirement be required to conduct decibel readings at pre-determined locations throughout the event time frame as part of the permit requirements. The event organizer is responsible for the sound system, setting it up, and breaking it down. It must not interfere with traffic flow unless approved by the Police Department.

OPERATIONAL PLAN—ACCESSIBILITY

The event plans must comply with all city, county, state and federal disability access laws and regulations applicable to the proposed event activities. All temporary venues, related structures, and outdoors sites associated with the event must be accessible to all disabled persons. If an area is not accessible, an alternate area must be provided with the same activities that are in the inaccessible areas.

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Accessible Restrooms/Sinks:

- A minimum of 10% of any portable restroom provided to support the event must be accessible and located on a level area.
- In any location where multiple restrooms are provided, at least one (1) unit must be accessible.
- If only one (1) restroom is placed in a location, it must be accessible.
- In any location where multiple sinks or hand sanitizing units are provided, at least one (1) unit must be accessible.
- If only one (1) sink or hand-sanitizing unit is placed in a location, it must be accessible.
- An accessible route to each portable restroom and sink or hand-sanitizing unit must be provided.

Accessible Staging/Seating:

- If the public has access to the stage at the event; it must be accessible using a ramp and/or lift and handrails.
- If there is designated seating on a stage or within the venue, there must be accessible seating and companion seating in the designated seating areas.

Paths of Travel/Accessible Routes:

- The event should include accessible routes throughout the event venue, including parking areas and passenger loading and unloading zones.
- Accessible routes must be a minimum of 44" in width, not including the curb.
- An alternate path of travel is required when the public right-of-way is obstructed.
- If an alternate path of travel is provided; signage designating the alternate travel path should be placed in readily visible locations.
- The alternate path of travel should be parallel to the disrupted pedestrian access route where possible.
- If the alternate path of travel is adjacent to a potentially hazardous condition; the path should be protected with a barricade or other safety equipment.

Accessible Parking/Transportation:

- Provide accessible parking if designated parking areas are provided for an event.
- If designated parking areas are not provided for the event, provide, at minimum, one accessible passenger loading and unloading zone marked with the international symbol for accessibility.
- Place disabled parking areas as close to the event venue as possible. If the surface is level and provides access to the event, private property with written permission may be used.
- Include accessible parking for any VIP or other specifically designated parking areas such as limo and taxi zones.
- Evaluate the need to provide additional accessible parking beyond that required due to the displacement of designated spaces and areas.

THE QUINCY POLICE DEPARTMENT EVENT MANAGEMENT/SECURITY MANAGEMENT

- Accessible vehicles must be included in the transportation plan if a shuttle program supports the event.
- Use accessible public transportation in the event plans whenever possible
- Provide training and informational materials for the event staff and volunteers regarding accessible parking and transportation.

SITE PLAN/ROUTE MAP

The site plan or route map included with the permit application is a visual representation of all the infrastructure and operational event elements that is described throughout the permit application and should include any stationary elements as well as moving routes.

The final permit issued by the City of Quincy will only be valid for the venue areas and event elements described in the permit application and site plan or route map. Modifications to any request may be required during the permit review process and will be incorporated in the final permit.

To supplement the site plan or route map, a detailed narrative and timeline of the event is helpful to better assist in the review of the event. The narrative should include details regarding the set-up, sounds checks, operations and dismantle of the proposed event activities.

COMMUNITY OUTREACH

As part of the event planning process, the organization must evaluate the potential impact of the event on the surrounding neighborhood or environment.

The event plans should include outreach measures that address potential impacts the event may have on the surrounding area in which the event activities are proposed to take place. The outreach efforts, along with the overall benefit of the event to the community and the region, will be incorporated in the permit application evaluation process.

If the proposed event venue is in an area that is likely to experience impacts due to the event, the organization shall present the event concept to the corresponding community group(s) and provide the City of Quincy with their formal response. Note that the Quincy Police Department may also assist with this measure.

INSURANCE REQUIREMENTS

Before final approval of the City of Quincy Event Permit Application, the organization will need to provide Commercial General Liability insurance for the Host Organization and all contracted service providers that will support the event. If the event includes the use of alcohol the will also be required to provide Liquor Liability Insurance. Minimum General Liability Insurance

THE QUINCY POLICE DEPARTMENT EVENT MANAGEMENT/SECURITY MANAGEMENT

requirements are one million dollars. The insurance proof shall provide the insurance at least 1 week prior to the event.

EVENT RELATED PERMITS REQUIREMENTS

Park Use Permit:

The Parks and Recreation Department maintains all the city parks that are located in the City of Quincy. Organized events involving the use of public parks shall require a Park Use Permit or Special Event Park. Special rules and regulations unique to the requested venue site may apply, and must get approval from the Park and Recreation Department and also from the City of Quincy Management.

Food Permits:

If there is an intent to sell, serve, give away, or sample food or consumable products, including water or other beverages, at a public event, the organization must obtain a Temporary Food Facility Sponsor Permit. Additionally, each food vendor at the event must also have a Temporary Food Facility Vendor Permit. Different permits, policies and procedures depend on the classification and the number of days of the event. All vendors must meet all local, state, and federal law requirements.

Alcohol Use Permit:

If there is an intent to have alcohol at the event, the organization must receive authorization and the appropriate permits and license from the City of Quincy Management and the State of Florida Department of Alcohol Beverage Tobacco. If approved and authorized, the City of Quincy Management may place restrictions on the way in which alcohol is managed at the proposed event.

EVENT INFRASTRUCTURE

Safety Equipment and Fencing:

Safety equipment and fencing are required to create venue boundaries, and define areas from vehicles and guide crowd behavior. Based upon the location, components and configuration of the event, there may be a requirement by the Quincy Police Department to provide safety equipment such as barricades, traffic cones, directional signage, fencing, lighting, etc. All equipment must be free standing, unless otherwise authorized. It is prohibited to affix temporary signage and equipment to trees, light poles, traffic signs, etc. The organization is responsible for obtaining and properly placing this equipment prior to the beginning of the event in compliance with local and state laws. This will be at the direction of the city police department. Equipment must be properly placed at the required dates and times and must be removed at the conclusion of the event as soon as it is safe to do so. The City of Quincy is not responsible to provide the required safety equipment unless arrangements have been made with the Director of Public works and the police department. All signage and safety equipment must meet local, state, and federal laws.

Signage:

THE QUINCY POLICE DEPARTMENT EVENT MANAGEMENT/SECURITY MANAGEMENT

Clear visible signage that can be seen over a crowd of people is important to the success of the event. All entrances, exits, start and finish lines should be clearly marked. Directional signage can help people locate food, entertainment, restroom facilities, and information areas making the event more user-friendly; resulting in enhanced pedestrian flow and the overall enjoyment of the event. Signage should meet accessibility standards.

Recycling and Trash:

There are a number of local and state laws regulating the proper management and disposal of waste generated at the event. The organization is required to meet or exceed these laws and regulations. Failure to meet local and state recycling and waste reductions goals may result in fines. The organization is required to develop and implement plans that ensure the proper disposal of waste and recyclables generated by the event and its attendees, including during set-up and dismantle time frames associated with the event. The city does not provide street sweeping services or additional recycling or trash containers for special events unless the organization has discussed this with the Public Works Director. At the conclusion of the event, the event venue and surrounding areas must be cleaned and returned to a condition equal or better than the condition prior to the onset of the event activities. Please discuss with the city Public Work's Director for any cleanup issues or concerns.

Animals:

This event will prohibit the presence of any and all pets or animals, unless authorized as an approved animal for the blind as provided by the American Disability Act.

Commission Approval

On all events that use city property, the city commission must approve the event when city resources are being used and the event causes a substantial impact to the area. These events such as a car show, closing (permanent or temporary) of city roads, substantially increased traffic issues, closing (permanent or temporary) closing of state or county road, etc... are required to be approved by the city commission. It is important to pre-plan since the city commission meets twice a month, the second and fourth Tuesday at 6pm. We have to have the agenda item, forms, and details before the commission. You may want to be present if the commissioners have questions.

Please contact the Quincy Police Department at 850-627-7111 and speak with either Robert Mixson, Captain, or Eugene Monroe, Lieutenant.

THE QUINCY POLICE DEPARTMENT EVENT MANAGEMENT/SECURITY MANAGEMENT



CITY OF QUINCY PARKS & RECREATION

"The Benefits Are Endless"

122 N. Groves Street

Quincy, FL 32351

FACILITIES / GROUND

RENTAL PRICING

	<u>Deposit</u>	<u>Rental Fee</u>	<u>Staff Fee</u>	
FACILITIES- Joseph L. Ferolito Jr.				
RECREATION CENTER	<u>\$150</u>	<u>\$490</u>	<u>*\$50</u>	<u>\$540</u>
COMMERCIAL USE	\$300	\$980	*50	\$1330
Kelly- Campbell				
COMMUNITY CENTER				
Entire Building	<u>\$150</u>	<u>\$300</u>	<u>*50</u>	<u>\$350</u>
COMMERCIAL USE	\$300	\$600	*50	\$950
	<u>DEPOSIT</u>	<u>RENTAL FEE</u>		
GROUNDS- Robert "Bobby" Nealy Sports Complex				
Corry Athletic Football Field	\$150	\$490		
Corry Athletic Baseball Field	\$150	\$490		
Connor Athletic Field	\$150	\$380		
Jackson Heights Athletic Field	\$150	\$380		
Joseph Ferolito Softball Field	\$150	\$380		
Wards Lot	\$150	\$380		
Martin Luther King Track Field	\$150	\$1075		

PARKS	<i>Minister Alphonso Figgers Park</i>	<i>\$50</i>	<i>\$0</i>
	<i>Stevens Park</i>		
	<i>Sunset Acres Park</i>	<i>\$50</i>	<i>\$0</i>
	<i>Burmah Heights Park</i>	<i>\$50</i>	<i>\$0</i>
	<i>Key Street Park</i>	<i>\$50</i>	<i>\$0</i>
	<i>King Street Park</i>	<i>\$50</i>	<i>\$0</i>
	<i>Jackson Heights Park</i>	<i>\$50</i>	<i>\$0</i>
	<i>Curtis Green Park</i>	<i>\$50</i>	<i>\$0</i>
	<i>Tanyard Creek Park</i>	<i>\$50</i>	<i>\$0</i>
	<i>Earnest Street Park</i>	<i>\$50</i>	<i>\$0</i>
<i>King Street Pool and Jackson Heights SPLASH PAD (\$1.10 entry fee per person)</i>			

Revised May 2021

*There is a five hour minimum rental for all facilities. The renter will be charged for the time whether or not they utilize the entire five hours. *Staff must be paid a minimum of \$50;any additional hours wii cost \$10 per hour. For more information call Quincy Parks and Recreation @ (850)-618-0042 or (850)618-1986*

PERMIT TO USE RECREATION FACILITY/PARK

PARTICIPANT NAME: _____

ORGANIZATION NAME (IF APPLICABLE): _____

ADDRESS & ZIP CODE: _____

HOME/OFFICE PHONE: _____ CELL PHONE: _____

EMERGENCY CONTACT PERSON: _____ PHONE: _____

It is agreed by my signature below that in the event of an accident where anyone becomes disabled, injured or incur a disease of a temporary or permanent nature while utilizing Quincy Parks and Recreation Department facilities and/or grounds, we will waive all claims or liabilities against the City of Quincy and the Parks and Recreation Department, Management and Staff. By signing I am also taking full responsibility of any accidents that may occur while using City property. I certify and take full responsibility for the above information being correct to the best of my knowledge. I understand that I am to only have the event which is permitted for. I understand that there will be no car shows, concerts, large youth or adult parties, etc., unless approved by the Rec Director, City Manager, Commissioners or Designee. I understand that the City of Quincy may reject, cancel or discontinue an event at any time, if rules are not followed or if the City finds in its discretion that people are subject to hurt, harm, inconvenience or danger.

SIGNATURE: _____ DATE: _____

NAME OF FACILITY: _____

COMPLETE DESCRIPTION OF EVENT: _____

DATE(S) REQUESTING USE: _____

TIME(S) REQUESTING USE: _____

CITY OF QUINCY

PARCS & RECREATION DEPARTMENT
JOSEPH L. FENIGERS, JR. RECREATION CENTER
122 N. GRAVES STREET - QUINCY, FL 32351
PHONE: (850) 618-8442

Should you experience any problem with the usage of the park or find the restrooms are not unlocked, please call the Quincy Police Department at 627-7111.

Date Deposit Paid: _____
Receipt # _____
Check # _____ MO # _____
Date deposit returned: _____
Signature: _____

Date Rental Fee Paid: _____
Receipt # _____
Check # _____ MO # _____

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CITY OF QUINCY

PARCS & RECREATION DEPARTMENT

JOSEPH L. FERRARO, JR. RECREATION CENTER

122 N. GRAVES STREET - QUINCY, IL 62359

PHONE: (352) 618-8942

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Receipt # _____

Check # _____ MO # _____

Date deposit returned: _____

Signature: _____

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Receipt # _____

Check # _____ MO # _____

HOLD HARMLESS AGREEMENT

I _____, agree on my behalf, any children/family, present and future agents, successors, heirs, representatives, executors, attorneys, insurers and assigns, and all others acting by, through or in concert with them, hereby release, covenant not to sue, discharge, and hold harmless City of Quincy, its employees, agents, representatives, attendees, of and from claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto to indemnify and hold harmless the City of Quincy, its officers, agents, employees, volunteers and insurers from any and all liability, claims, demands, causes of action, indebtedness, damages, losses, consequential damages, personal injury and/or any negligence claims, liabilities and obligations of every kind and nature, including defense costs for attorney's and other fees, and expenses incidental to defense, whether or not suit is filed, that the City of Quincy may suffer as a result of claims, demands, costs or judgments against City arising while you are on or using City facilities, grounds, or vehicles for the period of: _____

DATE

PRINT NAME OF PARTICIPANT /ORGANIZATION

SIGNATURE

THE QUINCY POLICE DEPARTMENT EVENT MANAGEMENT/SECURITY MANAGEMENT

PURPOSE:

The city of Quincy, Florida is a city that celebrates special events. From music festivals hosted by our CRA/Main Street organization, community-based festivals, parades and athletic activities under the supervision of our Parks and Recreation Department. It is our goal to enhance the vitality, quality of life, and economic prosperity of the city of Quincy through the support of special events in Quincy, Florida.

The following information has been developed guide an organization through the City of Quincy Event Permit Process requirements, and to provide guidelines and requirements associated with security and special event management in the City of Quincy, Florida.

SECURITY PLAN

The Organization, also known as the Event Sponsor and here designated as "organization" must provide a safe and secure environment for the event. This is accomplished through sound pre-planning by anticipating potential problems and concerns related to the event activities and surrounding environment and by being prepared to react during the event to any unanticipated problems. The size, type, time of day and location of the event, as well as the overall activities proposed to take place in association with the event, are all areas that need to be analyzed in depth and addressed through the security plan.

Role of the Police Department:

The Quincy Police Department will require a specific number of officers/sworn officers/armed security to be present at the event. These sworn officers are there to enforce laws and to perform traffic related duties. Security officers cannot enforce state criminal/traffic laws; only rules on the property. It is not the responsibility of police officers to provide the services that are the job of private security staff. If the special event impacts the community outside the venue, police services in addition to those needed to directly support the event may be required. The Quincy Police Department (Event Security Supervisor) has final authority over the event safety requirements.

The following rubric will be used to hire officers/security staff for the event. This is separate from traffic posts:

- *1 officer for every 300 people who attend the event (does not include traffic positions)(these officers are for the inside of the event and not attached to a traffic position)*
- For any event that has more than 1,200 people a police dispatcher shall be hired as communications for the officers working the event
- Officers shall be paid at least **1 hour** before the start time of the event for briefing, closing of the roads, etc..for events that require the "staging" of floats, etc.. it may be reasonable to close earlier and thus the event organizer will have to hire for the road closure.
- Officers shall be paid at least **2 hours** after the event for ensuring that all patrons of the event have left the area, ensure that the management of the location is properly done, debriefing of officers and staff, etc...

THE QUINCY POLICE DEPARTMENT EVENT MANAGEMENT/SECURITY MANAGEMENT

- If a private security company is contracted, all officers shall be armed, licensed security officers pursuant to Florida Statute 493. The same rubric for police officers shall apply (1 armed, license officer for every 300 people)
 - o The event organizer shall provide a copy of the executed security contract to the Chief of Police or their designee no less than 1 week (7 days) prior to the event for review and verification.
 - o The security company shall coordinate all aspects of the event as to their security, deployment of officers, location, etc., with the police department's assigned personnel and comply with all requirements. The security company's manager and/or owner shall attend the meeting with the police department no less than 1 week of the event.

The following shall be used when the event impacts traffic:

When the event impacts traffic going to the event or leaving the event, the surrounding community, or otherwise blocking of roads either temporary or permanent, only sworn law enforcement officers may perform these functions. The enforcement of traffic laws are specific to police functions; however, individuals trained in traffic enforcement through a police department may be given duties in this area. (this is at the approval of the Police Chief or their designee)

- A traffic posts shall be staffed by appropriate sworn personnel (or an authorized individual who has documented, verifiable training)
- The need for a traffic post is at the discretion of the Chief of Police or their designee. This plan may include, but not be limited to, the location, type of area, road structure, and ingress/egress of the event area.

Use of Volunteers:

As part of the event security plan, the Quincy Police Department may allow volunteers in specific predetermined locations and capacities that do not require licensed security guards. Should the volunteer services fail to be provided, and/or prove inadequate; the Quincy Police Department maintains the right to shut down any or all components of the event and/or to provide additional police services that will be billed directly to the organization. These volunteers shall be properly identified by proper distinctive shirt, vest, or other garment.

Vending:

To regulate vendors within the permitted area, submit a complete list of vendors and coordinate an enforcement plan with the Quincy Police Department, and obtain approval with the city of Quincy management prior to the event. Failure to provide a complete vendor list and to coordinate with the police department and obtain approval through the City of Quincy's management prior to the proposed event may inhibit the ability to enforce this aspect of having vendors during the event.

OPERATIONAL PLAN—ALCOHOL MANAGEMENT

It is illegal for anyone under the age of 21 to consume alcoholic beverages in the State of Florida. As the Host Organization or authorized representative listed on the City of Quincy Event Permit

THE QUINCY POLICE DEPARTMENT EVENT MANAGEMENT/SECURITY MANAGEMENT

Application is legally liable for any consumption and/or possession of alcohol by a minor. If the propose to sell or furnish alcoholic beverages at the event, the organization will be required to obtain a permit from the Florida State Department of Alcoholic Beverage Tobacco (ABT) in addition to the City of Quincy Event Permit. The City of Quincy Commission shall also approve the selling, use, or consumption of alcohol on city property. The City of Quincy Police Department and State ABT officials will review the event plans and alcohol management strategies before the license is approved. The City of Quincy management may place restrictions on the way in which alcohol is managed at the proposed event. Any police officer or State ABT official may revoke the permit to provide, serve or sell alcohol during the event for violations of the rules and terms of the permit application or the final permit.

OPERATIONAL PLAN—MEDICAL

All special events must have a medical plan. The most basic plan for small events with a low medical risk is the designation of an event representative to call 9-1-1 and a representative on-site with CPR training certification.

Events with a higher potential for risk (such as this event) are required to implement an appropriate medical plan to address the specific needs of the attendees and/or participants. Should emergency ambulance transport, or Advanced Life Support transport be needed at the event, the medical service provider is required to use the Gadsden County 9-1-1 system, and also immediately notify on-site law enforcement. The medical service provider should be familiar with this requirement. It is the organization's responsibility to ensure that all medical support personnel whether paid or volunteer has the appropriate licensing, certifications, and insurance to provide services at the event. The City of Quincy has final authority over the event medical services requirements and will evaluate these requirements based on a number of factors related to the event

OPERATIONAL PLAN—TRANSPORTATION AND STREET CLOSURES

An important part of the event planning process includes planning for the safe arrival and departure of event attendees, participants, and vendors by creating a transportation plan that is suitable for the neighborhood environment in which the event will take place. Below are the requirements and procedures of the Quincy Police Department Transportation and Street Closures Operational Plans for this event:

- All traffic control in the public right-of-way must be conducted by a representative of the police department or by a civilian who is certified in traffic control and authorized by the police department. Any street closure will be coordinated by the police department. (depending on the event, location, time of day, and size of the event, the street closure may happen more than 1 hour from the start of the event.

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- All proposed street closures must be included in the permit application and be authorized by the police department. (this is also incumbent on Commission approval and FDOT approval for state road closures)
- If a shuttle plan to support the event needs, the organization must include approval of the property owner for use of the property in the transportation plan. If approval to use the property is authorized by a property manager, the authorization letter must indicate that the property manager is authorized to approve the use on behalf of the property owner.
- Transportation plan should not incorporate the use of nearby shopping center parking lots or other private property without the express written permission from the affected property owner(s). If approval to use the property is authorized by a property manager, the authorization letter must indicate that the property manager is authorized to approve the use on behalf of the property owner.
- Any taxi/limo drop-off/pick-up zones should be coordinated with the Quincy Police Department.
- There must be accessible parking and/or access in the event plans.

OPERATIONAL PLAN—EVENT ACTIVITIES

Activities not included in the permit application are not authorized to take place in the event venue and can be curtailed by the Quincy Police Department. The Event Security Supervisor (or designee) may terminate activities if they incite a crowd or have potential to cause unruly or risky behavior.

OPERATIONAL PLAN—PERFORMANCES

As part of the permit review process, the organization shall provide a description of the types of performances or entertainment that will be at the event. This helps the City of Quincy and the Police Department to work effectively with the organization in developing plans that provide for the safety of all those who attend. The City of Quincy Police Department will not allow event activities or components that are not included in the permit application and that are not authorized to take place in the event venue.

As the Host Organization or its authorized representative, it is their responsibility to ensure all necessary actions are taken to prevent and stop unruly and risky behavior at the event. A representative of the City of Quincy may require such activities be mitigated or stopped by the organization at anytime during the event, including set-up and dismantle. The Quincy Police Department or Fire Department may also direct the Host Organization to end entertainment or other activities if it incites a crowd or has potential to cause unruly or risky behavior.

Performances by Community or Local Performers:

Many events feature local or community performance groups. If the event plans to incorporate the use of these types of groups, it is not necessary to provide a complete performance schedule with the permit application.

THE QUINCY POLICE DEPARTMENT

EVENT MANAGEMENT/SECURITY

MANAGEMENT

Performances by Regional, National, or Internationally Recognized Performers:

If the event plans include the use of performers that are recognized regionally, nationally, or internationally or have a unique audience draw, the organization are required to provide a complete performance schedule including sound check times with the permit application. This information will be incorporated in the overall assessment of the event management and safety plans.

Amplified Sound:

It is important to carefully assess the environment in which the event is proposed to take place in order to develop a plan that best limits the impact of sound generated by event activities to the surrounding neighborhood. Issues to consider include but are not limited to:

- The direction speakers are pointed.
- Use of directional speaker systems with cut-off points.
- Placement of smaller sound systems in specific locations throughout the venue rather than far-ranging single amplification systems.
- Sound checks must be authorized as part of the permit.
- Do not place speakers and sound system devices in areas that have not received authorization.
- Do not use amplified music during the set-up and dismantle of the event unless there is prior authorization.
- Provide information to area residents and business that might be impacted by noise from the event. Include a mobile number that is staffed by an event representative throughout the event set-up, event duration, and dismantle.

In most cases, issuance of a City of Quincy Special Event Permit will serve as the approval to use amplified sound within the event venue as outlined in the permit application. Loud and unreasonable noise at any time of day or night (including music) is a violation of state law. A police officer that determines noise from the event is offensive to others may require to lower or discontinue the noise even though there is a permit allowing such use. In some instances, there may be a requirement be required to conduct decibel readings at pre-determined locations throughout the event time frame as part of the permit requirements. The event organizer is responsible for the sound system, setting it up, and breaking it down. It must not interfere with traffic flow unless approved by the Police Department.

OPERATIONAL PLAN—ACCESSIBILITY

The event plans must comply with all city, county, state and federal disability access laws and regulations applicable to the proposed event activities. All temporary venues, related structures, and outdoors sites associated with the event must be accessible to all disabled persons. If an area is not accessible, an alternate area must be provided with the same activities that are in the inaccessible areas.

THE QUINCY POLICE DEPARTMENT EVENT MANAGEMENT/SECURITY MANAGEMENT

Accessible Restrooms/Sinks:

- A minimum of 10% of any portable restroom provided to support the event must be accessible and located on a level area.
- In any location where multiple restrooms are provided, at least one (1) unit must be accessible.
- If only one (1) restroom is placed in a location, it must be accessible.
- In any location where multiple sinks or hand sanitizing units are provided, at least one (1) unit must be accessible.
- If only one (1) sink or hand-sanitizing unit is placed in a location, it must be accessible.
- An accessible route to each portable restroom and sink or hand-sanitizing unit must be provided.

Accessible Staging/Seating:

- If the public has access to the stage at the event; it must be accessible using a ramp and/or lift and handrails.
- If there is designated seating on a stage or within the venue, there must be accessible seating and companion seating in the designated seating areas.

Paths of Travel/Accessible Routes:

- The event should include accessible routes throughout the event venue, including parking areas and passenger loading and unloading zones.
- Accessible routes must be a minimum of 44" in width, not including the curb.
- An alternate path of travel is required when the public right-of-way is obstructed.
- If an alternate path of travel is provided; signage designating the alternate travel path should be placed in readily visible locations.
- The alternate path of travel should be parallel to the disrupted pedestrian access route where possible.
- If the alternate path of travel is adjacent to a potentially hazardous condition; the path should be protected with a barricade or other safety equipment.

Accessible Parking/Transportation:

- Provide accessible parking If designated parking areas are provided for an event.
- If designated parking areas are not provided for the event, provide, at minimum, one accessible passenger loading and unloading zone marked with the international symbol for accessibility.
- Place disabled parking areas as close to the event venue as possible. If the surface is level and provides access to the event, private property with written permission may be used.
- Include accessible parking for any VIP or other specifically designated parking areas such as limo and taxi zones.
- Evaluate the need to provide additional accessible parking beyond that required due to the displacement of designated spaces and areas.

THE QUINCY POLICE DEPARTMENT EVENT MANAGEMENT/SECURITY MANAGEMENT

- Accessible vehicles must be included in the transportation plan if a shuttle program supports the event.
- Use accessible public transportation in the event plans whenever possible
- Provide training and informational materials for the event staff and volunteers regarding accessible parking and transportation.

SITE PLAN/ROUTE MAP

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THE QUINCY POLICE DEPARTMENT EVENT MANAGEMENT/SECURITY MANAGEMENT

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Safety Equipment and Fencing:

Safety equipment and fencing are required to create venue boundaries, and define areas from vehicles and guide crowd behavior. Based upon the location, components and configuration of the event, there may be a requirement by the Quincy Police Department to provide safety equipment such as barricades, traffic cones, directional signage, fencing, lighting, etc. All equipment must be free standing, unless otherwise authorized. It is prohibited to affix temporary signage and equipment to trees, light poles, traffic signs, etc. The organization is responsible for obtaining and properly placing this equipment prior to the beginning of the event in compliance with local and state laws. This will be at the direction of the city police department. Equipment must be properly placed at the required dates and times and must be removed at the conclusion of the event as soon as it is safe to do so. The City of Quincy is not responsible to provide the required safety equipment unless arrangements have been made with the Director of Public works and the police department. All signage and safety equipment must meet local, state, and federal laws.

Signage:

THE QUINCY POLICE DEPARTMENT EVENT MANAGEMENT/SECURITY MANAGEMENT

Clear visible signage that can be seen over a crowd of people is important to the success of the event. All entrances, exits, start and finish lines should be clearly marked. Directional signage can help people locate food, entertainment, restroom facilities, and information areas making the event more user-friendly; resulting in enhanced pedestrian flow and the overall enjoyment of the event. Signage should meet accessibility standards.

Recycling and Trash:

There are a number of local and state laws regulating the proper management and disposal of waste generated at the event. The organization is required to meet or exceed these laws and regulations. Failure to meet local and state recycling and waste reductions goals may result in fines. The organization is required to develop and implement plans that ensure the proper disposal of waste and recyclables generated by the event and its attendees, including during set-up and dismantle time frames associated with the event. The city does not provide street sweeping services or additional recycling or trash containers for special events unless the organization has discussed this with the Public Works Director. At the conclusion of the event, the event venue and surrounding areas must be cleaned and returned to a condition equal or better than the condition prior to the onset of the event activities. Please discuss with the city Public Work's Director for any cleanup issues or concerns.

Animals:

This event will prohibit the presence of any and all pets or animals, unless authorized as an approved animal for the blind as provided by the American Disability Act.

Commission Approval

On all events that use city property, the city commission must approve the event when city resources are being used and the event causes a substantial impact to the area. These events such as a car show, closing (permanent or temporary) of city roads, substantially increased traffic issues, closing (permanent or temporary) closing of state or county road, etc... are required to be approved by the city commission. It is important to pre-plan since the city commission meets twice a month, the second and fourth Tuesday at 6pm. We have to have the agenda item, forms, and details before the commission. You may want to be present if the commissioners have questions.

Please contact the Quincy Police Department at 850-627-7111 and speak with either Robert Mixson, Captain, or Eugene Monroe, Lieutenant.

THE QUINCY POLICE DEPARTMENT EVENT MANAGEMENT/SECURITY MANAGEMENT

**City of Quincy
City Commission
Agenda Request**

Date of Meeting: May 25, 2021

Date Submitted: May 21, 2021

To: Honorable Mayor and Members of the Commission

From: Jack L McLean Jr., City Manager
Robert Nixon, CRA Manager

Subject: Joyland Water System Investment Recovery

Issue:

On June 23, 2020, the City Commission unanimously voted to authorize the Joyland Subdivision Water System purchase and related properties. The total price for this acquisition is \$66,537. Subsequently, the City of Quincy's Utility's Director provided a plan for the Joyland system's integration into the City's water infrastructure and timeframe for completion, including the permitting process.

The Joyland water system and land were purchased in October 2020, and the complete transfer activity was finalized in November 2020. The Finance Department prepared several analyses to determine the rate to charge the new customers.

The investment cost to date is \$175,537, which consist of 1) the well purchase for \$66,537, 2) \$48,000 for C900 PVC 6", Mueller Hydrants, and Assembly¹, 6" valves, miscellaneous fittings and restraints, connections at Selman and US 90, 3) \$5,000 for labor and \$1000 to disconnect the private well. The system's remaining purchase for 40 replacement Badger water meters is \$55,000.

Background:

¹ The two-fire hydrant provides the community greater fire protection

Since November of 2020, Joyland customers had not been charged for service. Before Joyland customers could be charged, the City was required to secure guidance from Florida Public Service Commission. In February 2021, the PSC administratively approved the purchase, allowing Quincy to set whatever rate would permit the City to recover some or all of the investment and a reasonable rate to bill for services.

In March 2021, Quincy started billing Joyland residents on the 2nd cycle at the same rate as any customer residing outside the city limits. The method to recover the investment cost remained to be determined.

Discussion

The recovery of the investment costs is not feasible with the normal recovery period of three (3) to seven (7) years; however, the value of the system purchase, long-term addition and retention of new customers, and the enhanced annexation opportunities would offset the investment cost. Additionally, the 25% outside of the city charge captures a small part of the investment cost². The yearly average of 25% outside of the city charge for the forty-seven customers is \$4,025.21. (The monthly average is \$7.13.) Over ten years, which is outside of the recovery period, the 25% outside of the city charge is \$40,252.12.

The yearly average Joyland's water bill for the forty-seven customers is \$10,152 and over ten years is \$101,520.

The value of the new and retained customers and the strategic location of Joyland for possible future annexation is important to the City.

Options:

Option 1: Approve that the City absorbs the investment cost to date and purchase the Badger meters.

² The 25% outside the city recovers, some upfront cost, maintenance, repairs and replacement equipment's.

Option 2: Approve that City recover the current investment cost over ten years and absorb the cost of the Badger water meters. The current investment cost to each new customer would be \$31.12 per month.

Staff Recommendation:

Option 1: