

City of Quincy

City Hall

404 West Jefferson Street

Quincy, Florida 32351

www.myquincy.net



COMMISSION MEETING

Tuesday, October 12, 2021
6:00 PM

City Hall Commission Chambers

City Commission

Mayor Ronte R. Harris ~ District III

Mayor Pro-Tem Keith A. Dowdell ~ District I

Commissioner Angela G. Sapp ~ District II

Commissioner Freida Bass-Prieto ~ District IV

Commissioner Anessa A. Canidate ~ District V

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



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

AMENDED AGENDA

October 12, 2021

6:00 P.M.

City Hall Commission Chambers

Call to Order

Invocation

Pledge of Allegiance

Roll Call

Approval of Agenda

Special Presentations

Proclamations

1. Proclamation – October is Breast Cancer Awareness
 - Mayor Ronte R. Harris, District 3

Items for Consent by the Commission

2. Approval of Minutes of the September 28, 2021 Regular Meeting
 - Janice Shackelford, City Clerk
3. Approval of Design and Survey Task Order for SCOP Resurfacing of North Stewart Street
 - Jack L. McLean Jr., City Manager
 - Reggie Bell, Public Works Director
4. Interlocal Fire and Rescue Service Agreement between the City of Quincy and Gadsden County Board of County Commissioners
 - Jack L. McLean Jr., City Manager
 - Anthony Baker, Fire Chief

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

Reports, Requests and Communications by the City Manager

5. Voluntary Annexation – Main Street Urgent Care – Pat Thomas Parkway

- Jack L. McLean Jr., City Manager
- Charles Hayes, Interim Planning Director

6. Score Sheet for Anti-Crime Prevention Grant

- Jack L. McLean Jr., City Manager
- Charles Hayes, Interim Planning Director

7. Revised City of Quincy Event Planning Kit

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

8. City of Quincy Employees' Salaries

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

Reports by Boards and Committees

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

Comments

- City Manager
- City Clerk
- City Attorney
- Commission Members

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.

PROCLAMATION
Breast Cancer
Awareness Month





MAYOR'S PROCLAMATION

HONORING **BREAST CANCER** AWARENESS MONTH



WHEREAS, Breast Cancer Awareness Month began in 1985 as a partnership between the American Cancer Society and Imperial Chemical Industries Pharmaceuticals (AstraZeneca), and breast cancer is one of the most commonly diagnosed cancers among women; and

WHEREAS, many organizations, including the American Cancer Society and Susan G. Komen for a Cure, hold community events promoting awareness and make contributions to raise funds for research providing progress in how breast cancer is diagnosed and treated; and

WHEREAS, in 2021 more than 281,550 new cases of breast cancer are expected to be diagnosed; and

WHEREAS, increased breast cancer screening increases early detection; reduces death; increases life expectancy; decreases late-stage cancer diagnoses; and increases five-year survival rates; and,

WHEREAS, this is an opportunity for the City of Quincy's schools and work locations to **Go Pink** in October to raise awareness, promote early screening and honor those affected by breast cancer;

NOW THEREFORE, I, Ronte R. Harris, Mayor of the City of Quincy, Florida and on behalf of my colleagues of the City Commission: Mayor Keith A. Dowdell, Commissioner Angela G. Sapp, Commissioner Frieda Bass-Prieto, and Commissioner Anessa Canidate and All of the Citizens of Quincy, Florida does hereby proclaim October 2021 as Breast Cancer Awareness Month in the City of Quincy, Florida.

Dated this 13th day of October, 2021.

Ronte R. Harris

RONTE R. HARRIS, Mayor and
Presiding Officer of the City Commission and
City of Quincy, Florida

ATTEST:

Janice Shackelford Clemons

JANICE SHACKELFORD CLEMONS
Clerk of the City of Quincy and
Clerk of the City Commission thereof

APPROVAL OF MINUTES
September 28, 2021
Regular Meeting



CITY COMMISSION
Tuesday, September 28, 2021
6:19 P.M. (Eastern)

REGULAR MEETING
QUINCY, FLORIDA 32351

CITY COMMISSION REGULAR MEETING MINUTES

The City of Quincy City Commission met in a regular in-person meeting on Tuesday, September 28, 2021, with **Mayor Ronte Harris** presiding and the following Commissioners present:

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

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
Vancheria Starling, 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
Robert Mixson, Interim Police Chief

Craig Hutson, Exceleron Representative

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

Called to Order:

Mayor Ronte Harris called the regular Commission meeting to order at 6:19 pm., with the Rev. Robin Ryals providing the invocation. Mayor Ronte Harris led the reciting of the Pledge of Allegiance and requested a roll call.

Approval of Agenda

Mayor Pro Tem Dowdell offered a motion to approve the amended agenda as printed. Commissioner Canidate seconded the motion.

Public Hearings and Ordinances as Scheduled or Agendaed

1. Ordinance 1122-2021 – Millage Rate on Second Reading
 - Jack L. McLean Jr., City Manager
 - Marcia Carty, Finance Director
2. Ordinance 1123-2021 – The Fiscal Year 2021-2022 Budget on Second Reading
 - Jack L. McLean Jr., City Manager
 - Marcia Carty, Finance Director

Summary of the Discussion by Staff and the Commission

Item #1: Ordinance No. 1122-2021 - Millage Rate

Ordinance No. 1122-2021

AN ORDINANCE DETERMINING THE AMOUNT AND FIXING THE RATE OF TAXATION AND STATING THE ANNUAL LEVY FOR THE CITY OF QUINCY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022, AND SETTING THE PERCENTAGE BY WHICH THE MILLAGE RATE IS TO BE LEVIED.

Mayor Pro-Tem Dowdell offered a motion to read Ordinance No. 1122-2021 by title only on the second read. Commissioner Sapp seconded the motion. Mayor Harris instructed the City Clerk, Janice Shackelford Clemons, to poll the Commission.

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

The Motion Carried 5 to 0.

Mayor Harris stated that this is a public hearing and called upon staff to summarize Ordinance No. 1122-2021. Finance Director Marcia Carty stated that the millage rate increase is 5.2470. Finance Director Marcia Carty stated that the revenue would be \$1,336,000.00.

Mayor Harris opened the public hearing per public opportunity to speak on the approval of Ordinance No. 1122-2021. (Pursuant to Sec. 286.0114, Fla. Stat.) and subject to the limitations of Sec. 286.0114(3) (a), (Fla. Stat.) - second reading.

Mayor Harris asked if there were any public comments to be heard on Ordinance No. 1122-2021. Mayor Harris closed the public hearing after recognizing that there were no public comments to be heard on Ordinance No. 1122-2021. Mayor Harris turned Ordinance No. 1122-2021 over to the Commission for consideration.

Mayor Pro-Tem Dowdell offered a motion to approve Ordinance No. 1122-2021 on the second read. Commissioner Sapp seconded the motion. Mayor Harris directed the City Clerk Janice Shackelford to poll the Commission.

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

The Motion Carried 5 to 0.

Item #2: Ordinance No. 1123-2021, Fiscal Year Budget 2021-2022

Ordinance No. 1123-2021

AN ORDINANCE MAKING APPROPRIATIONS FOR THE EXPENDITURES AND OBLIGATIONS OF THE CITY OF QUINCY FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022; DESIGNATING THE SOURCES AND REVENUES AND SAID APPROPRIATIONS, AND PROVIDING AN EFFECTIVE DATE.

Commissioner Sapp offered a motion to read Ordinance No. 1123-2021 by title only on the second read. Mayor Pro-Tem Dowdell seconded the motion. Mayor Harris instructed the City Clerk, Janice Shackelford Clemons, to poll the Commission.

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

The Motion Carried 5 to 0.

Mayor Harris stated that this is a public hearing and called upon the staff to provide a summary of Ordinance No. 1123-2021. Finance Director Marcia Carty stated that the first read of the fiscal year 2021-2022 budget was passed on September 14, 2021, with the following changes:

- Increase the City Clerk's salary by \$4000 (with related changes in fringe benefits.)
- Review and correct the amount in salaries & wages in the Building & Planning Department to include the positions of Director, Administrative Assistant, and

the Code Enforcement Officer (eliminating the temporary Code Enforcement and Permitting Technician positions.)

- Increase the Electric Fund by the anticipated surcharge revenues, which is \$981,660. This money must be placed in a reserve account in the Electric Fund line item and not touched unless approved by the Commission.
- Finance Director Marcia Carty provided details of the overall appropriated expenditures, reserves, transfers, and balances.

Mayor Harris opened the public hearing per public opportunity to speak on the approval of Ordinance No. 1123-2021. (Pursuant to Sec. 286.0114, Fla. Stat. and subject to the limitations of Sec. 286.0114(3) (a), (Fla. Stat.) - second reading.

Mayor Harris asked if there were any public comments to be heard on Ordinance No. 1123-2021.

Public Comments

- Dr. Robert Peoples, 237 N. Lowe St., Quincy, FL 32351. Spoke on the budget and raises for the Commission.
- Rev. Charles Morris, 23201 Blue Star Hwy, Quincy, FL 32351. Spoke on the budget and raises for the Commission.
- Reggie Bell and the Public Works Staff, 105 N. 9th St., Quincy, FL 32351. Spoke on employee and Commission raises.
- Marion Vaughn, 503 Rosewood St., Quincy, 32351. Spoke on the budget and Commission raises.
- Julie Baroody, 910 Sunset Drive, Quincy, FL 32351. Spoke on the budget and Commission raises.
- Paula Phillips, 816 Sunset Dr., Quincy, FL 32351. Spoke on the budget and Commission raises.
- Marilyn Wood, 1747 Inlet St., Quincy, FL 32351. Spoke on the flooding issue on her street.

Mayor Harris closed the public hearing after recognizing that there were no other public comments to be heard on Ordinance No. 1123-2021 and turned Ordinance No. 1123-2021 over to the Commission for consideration.

Mayor Pro-Tem Dowdell stated:

- The Commission did not make the budget, nor did the Commission recommend the 1.5% employee raise.
- The budget and recommendation of employee raises came from the City Manager.
- The Commission does not give out raises to employees.
- The Commission can give salary increases to the City Manager, City Clerk, City Attorney, and the CRA Manager.

Mayor Pro-Tem Dowdell offered a motion to approve the FY 2021-2022 Budget – Ordinance No. 1123-2021 - that passed on first reading on September 14, 2021, with the following modifications;

- Increase the City Clerk's wages by \$4,000 with the related changes in Fringe Benefits
- Correct the amount in salaries & wages in the Building & Planning Department to include the positions of the Director, Administrative Assistant, and the Code Enforcement Officer and eliminate the Temporary Code Enforcement Position and Permitting Technician.
- Increase the Electric Fund by the anticipated surcharge revenues. This amount is \$981,660, and place \$981,660 into the CONTINGENCY RESERVE account in the Electric Fund not to be touched unless approved by the Commission.
- CONTINGENCY RESERVE: Amend the \$84,555 (unallocated), the \$36,223 (Fringe Benefits), and the \$26,668 (Fire Department) and place these funds in the CONTINGENCY RESERVE line item in the City Commission Budget.
- Approve five post-budget workshops.

With no further discussion, Mayor Harris instructed City Clerk Janice Shackelford-Clemons to poll the Commission.

Commissioner	Vote
Mayor Harris	Yes
Commissioner Sapp	No
Commissioner Bass-Prieto	No
Mayor Pro Tem Dowdell	Yes
Commissioner Canidate	Yes

The Motion Carried 3 to 2.

- Mayor Harris stated to Public Works Director Reggie Bell that his statement would not go unnoticed. Mayor Harris reiterated that it is the responsibility of the City Manager to provide the Commission with a budget that includes employee raises.
- Mayor Harris stated that he believes that money is in the budget to give employees a better raise. Mayor Harris noted that the Commission is given a large number of last-minute documents to review before meetings.
- Mayor Harris stated that the dire needs list is misrepresented.
- Mayor Harris stated that the Commission is pumping the brakes to slow down the train to get a better understanding of how money is being allocated and spent.
- Mayor Harris stated that he and the City Manager had numerous conversations in his office regarding mistreatment of employees, employee raises, salaries of persons with college degrees, etc.

- Mayor Harris stated that he desires to end the Hurricane Michael surcharge.

Special Presentations

3. Special Presentations

- Darron Rayburn, Exceleron Representative

Item #3: Special Presentations

Summary of the Discussion by Staff and the Commission

Human Resources Director Ann Sherman stated that the Point and Pay system was introduced to the City of Quincy's customers in 2012.

Human Resources Director Ann Sherman noted the following;

- Two vendors Utility Hawk and Exceleron made a presentation to staff.
- Exceleron will license to the City of Quincy its proprietary prepay account management software with integrated payments.
- The MyUsage Prepay will replace Point and Pay.
- Credit Card Debit Fee is \$2.50 per transaction.
- ACH Fee is \$1.95 per transaction.
- Looking at options for placing KISOK machines in the business around the City, like Walmart and/or CVS Pharmacy.
- Services for Exceleron services are in the current budget.
- The system can be up and running in a minimum of 30-60 days.

Human Resources Director Ann Sherman stated that based on the presentations and review of each proposal, the staff is recommending Exceleron to provide the total package.

With no further discussion, Commissioner Sapp offered a motion to allow staff to enter an agreement with Exceleron. Mayor Pro-Tem Dowdell seconded the motion.

Note: The Exceleron zoom presentation from Exceleron Representative Craig Hutson was inaudible.

Proclamations

4. ~~Proclamation Honoring Mrs. Rosetta Anderson~~
~~• Mayor Ronte Harris, District 3~~
5. Proclamation – Fire Safety Week October 3-9, 2021
 - Mayor Ronte Harris, District 3

Summary of the Discussion from Staff and the Commission.

Item #5: Proclamation

Mayor Harris read the Proclamation for Fire Safety Week October 3-9, 2021, and presented it to Fire Chief Anthony Baker.

Fire Chief Anthony Baker noted:

- That working smoke detectors will save lives.
- Smoke detectors are free and available at the fire station for pick-up and,
- thanked the Commission for honoring Fire Safety Week.

Items for Consent by the Commission

6. Approval of Minutes of September 14, 2021, Budget Hearing
 - Janice Shackelford, City Clerk
7. Approval of Minutes of September 14, 2021, Regular Meeting
 - Janice Shackelford, City Clerk
8. Human Resources Monthly Report
 - Jack L. McLean Jr., City Manager
 - Ann Sherman, Human Resources Director
9. Customer Service Monthly Reports: Jump Start | Fresh Start | Net New Customers Deposit Report
 - Jack L. McLean Jr., City Manager
 - Ann Sherman, Human Resources Director
10. Grants Monthly Report
 - Jack L. McLean Jr., City Manager
 - Dr. Beverly Nash, Grant Writer
11. Police Monthly Reports: Traffic Report | Monthly Crime Report
 - Jack L. McLean Jr., City Manager
 - Robert Mixson, Interim Police Chief
12. Fire Monthly Reports: Monthly Activity Report | District Calls
 - Jack L. McLean Jr., City Manager
 - Anthony Baker, Fire Chief
13. 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
14. Florida's Edward Byrne Memorial Justice Assistance Grant Program (JAG)
 - Jack L. McLean Jr., City Manager
 - Robert Mixson, Interim Police Chief
15. Request to Purchase New Transformer
 - Jack L. McLean Jr., City Manager
 - Robin Ryals, Utilities Director

Summary of the Discussion from Staff and the Commission

Mayor Pro-Tem Dowdell offered a motion to approve the Items for Consent #6, 7, 9, 10, 11, 12, 14, and 15. Commissioner Sapp seconded the motion.

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

The Motion Carried 5 to 0.

Pulled items for consent:

- Item #8 – Human Resources Monthly Report
- Item #13 – Finance Monthly Reports: P-Card Statements | Allocations | Arrearage Report | Cash Requirements | Financial Report | Budget Transfer

Item #8: Human Resources Monthly Report

Mayor Harris asked for clarification on Human Resources Report that lists James McKenzie as resigned.

Human Resources Director Ann Sherman stated that James McKenzie accepted the IT Administrator's position but decided to work pro bono for the City instead.

Item #13: Finance Monthly Reports

Commissioner Bass-Prieto commented on:

- How it was so expensive to attend the Florida League of Cities.
- Suggested a workshop on the usage of the P-Card.

With no further discussion, Commissioner Sapp offered a motion to approve Items #8 and 13. Mayor Pro-Tem Dowdell seconded the motion.

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

The Motion Carried 5 to 0.

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

16. Request to Replace and Pay

- Jack L. McLean Jr., City Manager
- Ann Sherman, Human Resources/Customer Service Director

17. Utility Coupon Relief Initiative

- Jack L. McLean Jr., City Manager
- Ann Sherman, Human Resources/Customer Service Director

Summary of the Discussion by Staff and the Commission

Item #16: Request to Replace Point and Pay

Agenda Item #16 was voted on and passed 5-0 during the Special Presentation by Exceleron On Utility Payment Pre-Paid Options, under Agenda Item #3.

Item #17: Utility Coupon Relief Initiative

- Human Resources Director Ann Sherman stated that the third round for the \$30 coupon initiative is in the current budget.
- Human Resources Director Ann Sherman noted that this program provides residential utility customers assistance with their utility payments.
- Finance Director Marcia Carty stated that the current balance in the line item for the coupon initiative is \$96,000, of which \$83,000 would go to the coupon initiative.
- Human Resources Director Ann Sherman noted that staff recommends Option 1.

With no further discussion, Mayor Pro-Tem Dowdell offered a motion to approve the coupon program. Commissioner Sapp seconded the motion.

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

The Motion Carried 5 to 0.

Reports by Boards and Committees

None

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

18. Rescind the Vote on Pine Lake Apartments

- Gary A. Roberts, City Attorney

Summary of Discussion by the City Attorney and the Commission

Mayor Harris provided the background for rescinding the vote.

- The matter came before the Commission on August 10 to consider if the City of Quincy should sign off on verification forms from the Florida Housing Finance Corporation.
- The Commission voted 3-2 not to allow City officials to sign off on the verification forms.
- The City Attorney, on August 19, 2021, gave a written opinion that not signing off on the verification forms places the City at risk for litigation.
- On August 20, 2021, a Special Meeting was held, and the Commissioners, based on new information, voted to allow the City Manager to sign off on the verification forms.

Mayor Pro-Tem Dowdell offered a motion to rescind the vote taken on August 10, 2021. Commissioner Sapp seconded the motion.

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

The Motion Carried 5 to 0.

Comments

City Manager, Jack L. McLean Jr.

- Stated that the 1.5% adjustment was made throughout the budget.
- Stated that the 1.5% decision was made based on revenue projections.
- Stated that \$100,000 was moved from the crime prevention line item to the Commission salary line item.
- Stated that there are rules on personnel raises.
- Adjustments in pay have been limited in number.
- Domination of meetings.
- Allow women more opportunity to express themselves.

City Clerk, Janice Shackelford-Clemons

- No comments

City Attorney, Gary Roberts

- No comments

Commission**Commissioner Bass-Prieto**

- Announced Shaw Quarters Day, October 23, 2021.
- Announced the opening of the new restaurant, the Chop House.
- Gave each Commissioner a copy of Navigating the Council-Manager Relationship material.
- Stated that the Commission had control over the employee raises and should have added more money to the proposed 1.5%.

Commissioner Sapp

- Thanked the City Manager for placing the crime prevention initiative in the budget.
- Stated that cameras are installed at the Gadsden Arms Apartments and will be installed throughout the City.
- Spoke on the rash of gunfire.
- Caution citizens to be careful going out late at night.
- Thanked the Public Works Department for all the hard work.
- Stated that the boom truck is broken.
- Stated that the employees need more money.
- Reminded the Commission on how meetings should be conducted.
- Stated that women are overlooked to speak during meetings.

Commissioner Canidate

- No comments

Mayor Pro Tem Dowdell

- No comments

Mayor Harris

- Reminded the Commission of the workshop scheduled for Thursday, September 30.
- Stated that the Commission needs to pump the brakes.
- Stated that agenda items are being shoved down the Commission's throat at the last minute.
- Commented on the dire needs list.
- Stated that there are other items in the budget that need addressing.
- Disturbed that he could not end the Hurricane Michael surcharge.

Public Comments

None

The adjournment was motioned by Mayor Harris and seconded by Commissioner Sapp at 8:45 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

DESIGN AND SURVEY
Task Order for SCOP
Resurfacing N. Stewart Street



**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

MEETING DATE: October 12, 2021

DATE OF REQUEST: October 6, 2021

TO: Honorable Mayor and Members of the City Commission

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

SUBJECT: Review and Approval of Design and Survey Task Order
for the SCOP Resurfacing of North Stewart Street

Statement of Issue:

The information provided herein concerns the Commission approval to enter into an agreement with Dewberry Engineers Inc. for the upcoming SCOP Resurfacing of North Stewart Street from King Street south to US 90-Jefferson Street.

Background:

As the Commission is aware, through efforts of staff and Dewberry, the City of Quincy has been awarded a fifth SCOP resurfacing project on Stewart Street this time to begin at King Street and run south to US 90. The project will include, but not limited to the milling and resurfacing the said roadway. The project has a projected cost of \$145,228.00 which includes design, construction, and CEI (Inspection) during the project. Something that was revised two sessions ago by the Florida Department of Transportation and the City would have to have another engineering firm on the project to separate the design portion from the CEI portion.

Staff Recommendation:

The current issue before you are a proposed work order from Dewberry for the design including survey of the project in the sum of \$4,000.00. The proposed cost for design is an additional \$6,000.00 bring the total to \$10,000.00. Also, required at this time is that the City needs to assure the State that we followed the Competitive Negotiations Act when we selected Dewberry. Enclosed for your review is a copy of their original Professional Services Agreement signed in May of 2015 which was for 3 years and ever greened for 3 more if the City did not terminate. You can find that language on the second page under Sec. II, Terms Item A. Staff finds all in order unless the City Attorney has objections and the form for signature by the City Manager is also attached.

Options:

- 1) The City Commission votes to approve the above mentioned work order with Dewberry Engineering for the proposed work of Design and Survey for the North Stewart Street Resurfacing and approves the City Manager to sign the CCNA form to be sent to FDOT.
- 2) The City Commission votes to give staff further direction as how to proceed with the project.

ATTACHMENTS:

- 1) Dewberry Engineering Inc. Work Order
- 2) Proposed CCNA Form to be Signed
- 3) Original Professional Services Agreement w/Dewberry



Dewberry Engineers Inc.
20684 Central Avenue East
Blountstown, FL 32424

850.674.3300
850.644.3330 fax
www.dewberry.com

September 23, 2021

Ronte Harris
Mayor
City of Quincy
404 West Jefferson Street
Quincy, FL 32351

RE: Stewart Street Resurfacing SCOP Ph II – Quincy, FL
FPID No: 446065-2-54-01

Dear Mr. Harris:

It is our understanding that the City has received funding from the FDOT Small County Outreach Program (SCOP) for the resurfacing of Stewart Street from US 90 to King Street. Dewberry Engineers, Inc. (DEI) is pleased to provide this Task Order to provide the design and surveying services to complete the proposed project. **Exhibit A** contains a detailed Task Order with a description of the scope of services for the Surveying and Design of the project. DEI proposes to provide these services for a total fee of **\$10,000.00**. The associated fees are consistent with the allowable percentages outlined by FDOT.

If you have any questions, please give me a call at 850.674.3300.

Sincerely,

A handwritten signature in blue ink, appearing to read "Matthew Chester", is written over a light blue horizontal line.

Matthew Chester
Project Manager

EXHIBIT A
STEWART STREET – SCOP PHASE II
PROFESSIONAL ENGINEERING SERVICES
FOR CITY OF QUINCY
OCTOBER 2021

This Task Order is for the purpose of Dewberry Engineers, Inc. (DEI) as the ENGINEER to provide professional services for the Stewart Street resurfacing project phase II from US 90 to King Street for the City of Quincy acting by and through its Commission.

DESCRIPTION OF ENGINEERING SERVICES
SCOPE OF SERVICES

A. SURVEYING

1. DEI shall locate the right-of-way, existing improvements (i.e fences, drainage structures, etc...), and horizontal and vertical alignments.
2. DEI shall cross-section the roadway every 100' in order to evaluate the existing roadway and shoulder cross-slopes. **TOTAL: \$4,000.00**

B. DESIGN

1. DEI shall evaluate existing roadway widths and drainage patterns to determine necessary improvements.
2. DEI shall evaluate existing drainage structures to determine if they should be improved in association with the project.
3. DEI shall design the new roadway in accordance with approved standards.
4. DEI shall evaluate roadside obstructions to ensure new roadway meets all clear zone requirements.
5. DEI shall submit exemption notice to NFWFMD.
6. DEI shall prepare construction plans and specifications necessary to bid the proposed project. **TOTAL: \$6,000.00**

C. DELIVERABLES

1. DEI shall provide 3 sets of 90% plans, bid documents, and construction estimate.
2. DEI shall provide 3 sets of 100% plans and bid documents.
3. DEI shall provide one copy of the engineer's project documentation book.

D. PROFESSIONAL SERVICE FEES

*DEI proposes to provide these services for a lump sum fee of: **TOTAL: \$10,000.00***

IN WITNESS WHEREOF, the parties hereto have caused this Task Order to be executed by their undersigned officials as duly authorized.

DEWBERRY ENGINEERS, INC.

CITY OF QUINCY, FLORIDA

20684 Central Ave. East, Suite 1 _____

404 West Jefferson Street _____

Blountstown, FL 32424 _____

Quincy, FL 32351 _____

By:  _____

By: _____

Name and Title: Matthew Chester, Project Manager _____

Name and Title: Ronte Harris, Mayor _____

Witnessed:  _____

Witnessed: _____

Date: 9/28/21 _____

Date: _____

404 West Jefferson Street
www.myquincy.net



Quincy, FL 32351
850-618-0030, ext.

October 12, 2021

Engineering Firm: Dewberry|Preble-Rish
Type of Service: Design And Survey
Contract/Task Amount: \$10,000.00
Local Agency Contract Number (if applicable): N/A
Project Name: North Stewart Street Resurfacing
FPID: 446065-2-54-01

The City of Quincy has established procedures for the selection of professional services to ensure compliance with Florida Statute 287.055, The Consultant's Competitive Negotiation Act (CCNA).

In Accordance with Florida Statutes 287.055, the consultant for the above named project was procured in compliance with the Consultant Competitive Negotiation Act (CCNA) and is qualified to provide consulting services to the City of Quincy.

Jack McLean, Jr., City Manager
City of Quincy

PROFESSIONAL SERVICES AGREEMENT

This Agreement is entered into this 26th day, May between the CITY OF QUINCY, FLORIDA, a political subdivision of the State of Florida ("CITY"), and Preble-Rish Inc., a Florida corporation authorized to do business in the State of Florida ("CONTRACTOR").

Contractor Name: Preble-Rish Inc.
Contact: Justin Ford, P.E., Project Manager
Address: 324 Marina Drive
Port St. Joe, FL 32456
Phone: 850-814-3907
Email: fordj@preble-rish.com

This Agreement defines the terms under which CONTRACTOR shall provide professional services to the CITY OF QUINCY.

I. SCOPE OF SERVICES

A. Specific to this Agreement, CONTRACTOR shall provide professional services for the CITY OF QUINCY as described in Item III of this agreement.

B. In the performance of professional services, CONTRACTOR will use that degree of care and skill ordinarily exercised by other similar professionals in the field under similar conditions in similar localities. CONTRACTOR shall use due care in performing in an engineering capacity and will have due regard for acceptable standards of engineering principles.

C. Before undertaking or making any additions or deletions to the work described in the Agreement, and before undertaking any changes or revisions to such work, the parties will negotiate the cost of such work and any necessary cost changes due to any additions, deletions, changes, or revisions, and will enter into a separate Task Order covering such work and compensation. Reference herein to the Agreement will be considered to include any Task Order.

D. All services will be performed by CONTRACTOR to the satisfaction of the City Manager or his assign, who will decide all questions, difficulties and disputes of any nature whatsoever, on behalf of the CITY OF QUINCY, that may arise under or by reason of the Agreement, the prosecution and fulfillment of the services hereunder and the character, quality, amount and value thereof.

E. Adjustments of compensation and contract time because of any major changes in the work that may become necessary or desirable as the work progresses will be subject to mutual agreement of the parties, and Task Order(s) of such a nature as required will be entered into by the parties in accordance herewith. In the event that CONTRACTOR and the CITY OF QUINCY are not able to reach an agreement as to the amount of compensation to be paid to CONTRACTOR for work desired by the CITY OF QUINCY, CONTRACTOR will be obligated to proceed with the work in a timely manner for the amount determined by the CITY OF QUINCY to be reasonable. In such event, CONTRACTOR will have the right to file a claim with the CITY OF QUINCY for such additional amounts as CONTRACTOR deems reasonable; however, in no event will the filing of the claim or the resolution or litigation thereof through administrative procedures or the courts relieve CONTRACTOR from the obligation to timely perform the work.

F. All design work performed by CONTRACTOR for projects where anticipated construction cost is one million dollars (\$1,000,000) or more may be subject to Value Engineering. the CITY OF QUINCY further reserves the right to subject projects of lesser construction cost to Value Engineering should the CITY OF QUINCY deem circumstances are present that warrant such a decision. Value Engineering may be performed at any stage of the design process. Unless specifically identified in the Agreement, CONTRACTOR will not be required to perform the Value Engineering analysis.

G. All works commenced for use on any project assigned by the CITY OF QUINCY, including but not limited to all drawings, tracings, plans, specifications, maps, computer files and/or reports prepared or obtained under this Agreement, as well as all data collected, together with summaries and charts derived therefrom (collectively, "works"), will be considered works made for hire and will become the property of the CITY OF QUINCY in their native and executable format immediately upon commencement without restriction or limitation on their use and will be made available, upon request, to the CITY OF QUINCY at any time during the performance of such services and/or upon completion or termination of this Agreement. Upon delivery to the CITY OF QUINCY of said works, the CITY OF QUINCY will become the custodian thereof. CONTRACTOR will not copyright any material and products or patent any invention developed under this agreement, the CITY OF QUINCY will have the right to visit the site for inspection of the work and the products of CONTRACTOR at any time.

H. CONTRACTOR will not be liable for use by the CITY OF QUINCY of works for any purpose other than intended by the terms of this Professional Services Agreement.

II. TERMS

A. This Agreement is for three years with an automatic three year renewal unless the City desires to terminate at the end of the initial three year period. The contract can be terminated at any time by the City with a 30 day notice.

B. Individual Task Orders may be negotiated for any post project schedule services needed by the CITY OF QUINCY after scheduled project services.

C. In the event there are delays caused by the CITY OF QUINCY in approval of any of the plans submitted by CONTRACTOR or if there are delays occasioned by circumstances beyond the control and without fault or negligence of CONTRACTOR which delay the scheduled project completion date, the CITY OF QUINCY may grant an extension of time equal to the aforementioned project schedule delay, as a minimum and not to exceed the Agreement term, by issuance of a Time Extension Letter. This letter will be for time only and does not include any additional compensation.

D. It will be the responsibility of CONTRACTOR to ensure at all times that sufficient time remains in the Project Schedule within which to complete the services on the project. In the event there have been delays which would affect the project completion date, CONTRACTOR will submit a written request to the CITY OF QUINCY which identifies the reason(s) for the delay, the amount of time related to each reason and specific indication as to whether or not the delays were concurrent with one another, the CITY OF QUINCY will review the request and make a determination as to granting all or part of the requested extension.

In the event time for performance of the scheduled project services expires and CONTRACTOR has not requested, or if the CITY OF QUINCY has denied, an extension of the Project Schedule completion date; partial progress payments will be stopped on the date time expires. No payment shall be made for work performed after the Project Schedule completion date until a time extension is granted or all work has been completed and accepted by the CITY OF QUINCY if the Agreement term has not expired.

III. PROJECTS AND COMPENSATION

A. This Agreement is for general engineering services for the CITY OF QUINCY as detailed below:

1. Roadway and bridge design.
2. Stormwater and flood plain management.
3. Project planning and management.
4. Survey services.
5. Environmental engineering to include water, sewer, and solid waste.
6. Site planning and design.
7. Traffic planning.
8. Permitting (local, state, and federal).
9. Planning and development review services.
10. Other services requested by *staff* or the Board as requested.

The CITY OF QUINCY must approve a Task Order for the desired work in writing before CONTRACTOR provides any compensable service on that Task Order.

B. This Agreement provides for three ways for the CITY OF QUINCY and CONTRACTOR to accomplish payment for services rendered. These include:

1. LUMP SUM PAYMENT - If the scope of the work of a specific task can be determined with reasonable certainty, the CITY OF QUINCY and CONTRACTOR may negotiate a fixed, lump sum fee. The scope of the work and the negotiated fee shall be reduced to writing and signed by both parties.
2. HOURLY FEES - Work may be accomplished using the hourly rates listed below applied to the actual hours that are required to accomplish the assigned task, plus direct expenses. CONTRACTOR shall provide a "not to exceed" amount to the CITY OF QUINCY prior to performing work by hourly rates with the exception of emergency situations.

Schedule of Hourly Rates Continuing Engineering Services Quincy, Florida

POSITION	BILLING RATE
Firm Principal /Senior Project Manager	165.00
VP, Senior Project Manager	140.00
Senior Project Manager/Firm Partner	130.00
Senior Project Manager	120.00
Project Manager III	115.00
Project Manager II	110.00
Project Manager I	105.00
Project Coordinator/Business Development	70.00
Project Engineer III	100.00
Project Engineer II	80.00
Project Engineer I	70.00
Environmental Manager	70.00
Senior Engineering Tech	90.00
Engineering Technician II	80.00
Engineering Technician I	45.00
Senior Inspector	50.00
Inspector	45.00
Senior Cadd Technician	60.00
Cadd Technician	55.00
Senior Professional Surveyors	115.00
Professional Surveyors	105.00
Survey Crew	105.00
Field Crew Supervisor	65.00
Senior Cadd Technician	60.00
Executive Administrative Assistant	60.00
Administrative Assistant	40.00

3. OTHER - Any other method that is mutually agreeable.

C. If a task is assigned to CONTRACTOR by competent authority of the CITY OF QUINCY, and no method is specified or otherwise agreed to, the Hourly Fees method above shall be used.

D. The Schedule of Hourly Fees may be modified from time to time but only with the express consent/approval of the CITY OF QUINCY, through action of the CITY OF QUINCY Commission.

E. Any cost opinions or Project economic evaluations provided by CONTRACTOR will be on the basis of experience and judgment, but, since it has no control over market conditions or bidding procedures, CONTRACTOR cannot warrant that bids, ultimate construction cost, or Project economics will not vary from these opinions. If they do, CONTRACTOR will notify the CITY OF QUINCY.

IV. PAYMENT

A. Bills for fees or other compensation for services or expenses will be submitted to the CITY OF QUINCY in detail sufficient for a proper pre-audit and post-audit thereof. CONTRACTOR shall submit monthly invoices to the CITY OF QUINCY based on a percentage of completion. Invoice(s) shall be submitted on or before the fifteenth (15th) day of the month and shall itemize the activities (and Direct Expenses, if appropriate) for the prior month.

B. Review, approval and payment by the CITY OF QUINCY on proper invoice by CONTRACTOR shall be in accordance with the Local Government "Prompt Payment Act" ("the Act"), section 218.74, Florida Statutes. CONTRACTOR may invoice for accrued interest or late payments in accordance with the Act.

C. Records of costs incurred under terms of this Agreement will be maintained and made available upon request to THE CITY OF QUINCY at all times during the period of this Agreement and for three years after final payment for the work pursuant to this Agreement is made. Copies of these documents and records will be furnished to the CITY OF QUINCY upon request. Records of costs incurred will include CONTRACTOR's general accounting records and the project records, together with supporting documents and records, of CONTRACTOR and all sub-consultants performing work on the project, and all other

records of CONTRACTOR and sub- consultants considered necessary by the CITY OF QUINCY for a proper audit of project costs.

D. THE CITY OF QUINCY may withhold payment on any invoice in the event that CONTRACTOR is in default under any provision of this Agreement or any other Agreement between CONTRACTOR and the CITY OF QUINCY as of the time of processing the invoice or as of the time payment is made available on the invoice. This right to withhold will continue until such time as the default has been cured, and, upon cure, the CITY OF QUINCY will have the right to retain an amount equal to the damages suffered as a result of the default.

E. THE CITY OF QUINCY, during any fiscal year, will not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The CITY OF QUINCY will require a statement from the comptroller of the CITY OF QUINCY that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained will prevent the making of contracts for periods exceeding one year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years. Accordingly, THE CITY OF QUINCY'S performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature.

V. INDEMNITY

A. CONTRACTOR will indemnify, defend, and hold harmless the CITY OF QUINCY and all of its Officers, agents and employees from any claim, loss, damage, cost, charge or expense arising out of any act, error, omission or negligent act by CONTRACTOR, its agents, employees, or subcontractors during the performance of the Agreement, except that neither CONTRACTOR, its agents, employees nor any of its sub-consultants will be liable under this paragraph for any claim, loss, damage, cost, charge or expense arising out of any act, error, omission or negligent act by the CITY OF QUINCY or any of its officers, agents or employees during the performance of the Agreement.

B. The parties agree that 1 % of the total compensation to CONTRACTOR for performance of this Agreement is the specific consideration from the CITY OF QUINCY to CONTRACTOR for CONTRACTOR's indemnity agreement.

C. It is specifically agreed between the parties executing this Professional Services Agreement that it is not intended by any of the provisions of any part of the Professional Services Agreement to create in the public or any member thereof, a third party beneficiary hereunder, or to authorize anyone not a party to this Professional Services Agreement to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this Agreement.

D. CONTRACTOR guarantees the payment of all just claims for materials, supplies, tools, or labor and other just claims against CONTRACTOR or any sub-consultant or subcontractor, in connection with this Professional Services Agreement. Final acceptance and payment does not release CONTRACTOR from its obligations hereunder until all such claims are paid or released.

VI. COMPLIANCE WITH LAWS

A. CONTRACTOR certifies that it is eligible to receive State and federally funded contracts. CONTRACTOR also certifies that no party which is ineligible for such work will be subcontracted to perform any services under this Agreement

B. CONTRACTOR shall comply with all federal, State and local laws and ordinances applicable to the work or payment for work thereof, and shall not discriminate on the grounds of race, color, religion, sex, national origin, age, or disability, in the performance of work under this Agreement.

C. CONTRACTOR shall allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by CONTRACTOR in conjunction with this Agreement. Failure by CONTRACTOR to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by THE CITY OF QUINCY.

D. CONTRACTOR agrees that it will make no statements, press releases or publicity releases concerning this Agreement or its subject matter or otherwise disclose or permit to be disclosed any of the data or other information obtained or furnished in compliance with this Agreement, or any particulars thereof, during the period of the Agreement, without first notifying THE CITY OF QUINCY and securing its

consent in writing. CONTRACTOR also agrees that it will not publish, copyright, or patent any of the data developed under this Agreement, it being understood that such data or information is the property of THE CITY OF QUINCY.

VII. INSURANCE

A. GENERAL LIABILITY. CONTRACTOR shall carry and keep in force during the period of this Professional Services Agreement a general liability insurance policy or policies with a company or companies authorized to do business in Florida, affording public liability insurance with combined bodily injury limits of at least \$100,000 per person and \$300,000 each occurrence, and property damage insurance of at least \$100,000 each occurrence, for the services to be rendered in accordance with this Professional Services Agreement, as well as the indemnity provided hereinabove.

B. AUTOMOBILE LIABILITY. CONTRACTOR shall also carry and keep in force during the period of this Professional Services Agreement automobile liability insurance policy or policies for all vehicles operated by CONTRACTOR in the performance of services hereunder with a company or companies authorized to do business in Florida, affording liability insurance with combined bodily injury limits of at least \$100,000 per person and \$300,000 each occurrence, and property damage insurance of at least \$100,000 each occurrence, for the services to be rendered in accordance with this Professional Services Agreement, as well as the indemnity provided hereinabove.

C. PROFESSIONAL LIABILITY. CONTRACTOR will have and maintain during the term of this Agreement, a professional liability insurance policy with a company or companies authorized to do business in the State of Florida, affording professional liability coverage for the professional services to be rendered in accordance with this Agreement in the amount of One Million Dollars (\$1,000,000.00) per claim.

D. THE CITY OF QUINCY shall be named as an additional insured on the foregoing policies. Each such policy shall provide for written notification of the CITY OF QUINCY no less than 30 days prior to the expiration or cancellation of coverage.

E. CONTRACTOR shall maintain workers compensation insurance in force as required by Florida Law.

F. CONTRACTOR shall deliver proof of the foregoing insurance to the CITY OF QUINCY prior to performing any work hereunder.

VIII. TERMINATION AND DEFAULT

A. THE CITY OF QUINCY may terminate this Agreement in whole or in part, without penalty, at any time, with or without cause, as follows:

1. If the CITY OF QUINCY determines that the performance of CONTRACTOR is not satisfactory, the CITY OF QUINCY may notify CONTRACTOR of the deficiency with the requirement and that the deficiency be corrected within a specified time; but not less than 10 days. Otherwise the Agreement will be terminated at the end of such time or thirty (30) days, whichever is sooner.

2. If the CITY OF QUINCY requires termination of the Agreement for reasons other than unsatisfactory performance of CONTRACTOR, the CITY OF QUINCY will notify CONTRACTOR of such termination, with instructions as to the effective date of work stoppage or specify the stage of work at which the Agreement is to be terminated.

3. If the Agreement is terminated before performance is completed, CONTRACTOR will be paid for the work satisfactorily performed. Payment is to be on the basis of substantiated costs, not to exceed an amount which is the same percentage of the contract price as the amount of work satisfactorily completed is a percentage of the total work called for by the Agreement.

B. The CITY OF QUINCY reserves the right to cancel and terminate this Agreement immediately without notice in the event that CONTRACTOR or any employee or agent of CONTRACTOR is convicted for any crime arising out of or in conjunction with any work being performed by CONTRACTOR for or on behalf of the CITY OF QUINCY or if CONTRACTOR is placed in either voluntary or involuntary bankruptcy or an assignment is made for the benefit of creditors. The CITY OF QUINCY further reserves the right to suspend the qualifications of CONTRACTOR to do business with the CITY OF QUINCY upon any such conviction.

C. CONTRACTOR may only terminate this Agreement by mutual consent of both parties.

IX. ASSIGNMENT AND SUBCONSULTANTS/SUBCONTRACTORS

A. CONTRACTOR will maintain an adequate and competent professional staff so as to enable CONTRACTOR to timely perform under this Agreement and must be authorized to do business within the State of Florida and may associate with such sub-consultants, for the purpose of its services hereunder, without additional cost to the CITY OF QUINCY, other than those costs negotiated within the limits and terms of this Agreement. CONTRACTOR is fully responsible for satisfactory completion of all subcontracted work. CONTRACTOR, however, will not sublet, assign or transfer any work under this Agreement to other than sub-consultants specified in the Agreement without the written consent of the CITY OF QUINCY.

B. When the nature of the work shall suggest or dictate that CONTRACTOR secure the services of others not listed above (i.e., sub-consultants), the use of sub-consultants, the purpose and nature of the sub-consultant services provided and the fees to be paid to the sub-consultants shall be first approved by the CITY OF QUINCY.

C. CONTRACTOR shall be held responsible for the negligence or nonperformance of its sub-consultants.

X. MISCELLANEOUS

A. The applicable standard of care will be the degree of skill and diligence normally employed by professional engineers or consultants performing the same or similar services.

B. The Contractor and the CITY agree that the Contractor, its employees, and subcontractors are not agents or employees of the CITY as a result of this Professional Services Agreement for any purposes.

C. All words used herein in the singular form shall extend to and include the plural. All words used in the plural form shall extend to and include the singular. All words used in either gender shall extend to and include the other gender.

D. CONTRACTOR is an independent contractor with respect to the services performed herein. Nothing contained herein shall be deemed to create the relationship of partner principal or joint venture between the Parties or to cause the CITY OF QUINCY to be liable or responsible in any way for the actions, liabilities, debts, or obligations of CONTRACTOR or any other person or entity. CONTRACTOR has no right or authority under this Agreement, to incur obligations of any kind in the name of or for the account of the CITY OF QUINCY, nor to commit or bind the CITY OF QUINCY to any contract or other obligations.

E. It is understood and agreed by the parties hereto that if any part, term or provision of this Professional Services Agreement is by the courts held to be illegal or in conflict with any law of the State of Florida, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Professional Services Agreement did not contain the particular part, term or provision held to be invalid.

F. This Contract shall be governed by and construed in accordance with the laws of the State of Florida.

G. Venue in any legal action related to this Contract shall be in the City of Quincy, Gadsden County, FL.

H. Modifications of the provisions of this Agreement shall only be valid when they have been reduced to writing and duly signed by the parties.

I. Failure or delay on the part of either party to exercise any right, power, privilege or remedy under this Agreement shall not constitute a waiver thereof. No modifications or waiver by either party of any provision shall be deemed to have been made unless made in writing.

J. This Professional Services Agreement embodies the whole agreement of the parties. There are no promises, terms, conditions, or obligations other than those contained herein, and this Professional Services Agreement shall supersede all previous communications, representations, or agreements, either verbal or written, between the parties hereto.

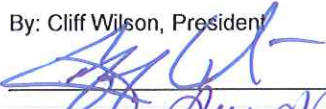
L. This Agreement is solely for the benefit of the CITY OF QUINCY and CONTRACTOR and no right or cause of action shall accrue upon or by reason hereof, or for the benefit of any third party. Nothing in this Agreement, either express or implied, is intended or shall be construed to confer upon or give any person or entity, other than the parties hereto, any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions hereof.


M. CONTRACTOR shall be responsible for obtaining and maintaining all federal, state, and local licenses. In the event CONTRACTOR fails to maintain any applicable licenses for any reason, this Agreement shall automatically terminate.


IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their undersigned officials as duly authorized.

Preble-Rish Inc.
324 Marina Drive
Port St. Joe, FL 32456

By: Cliff Wilson, President

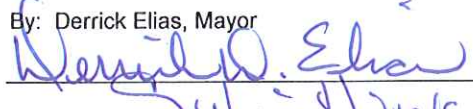


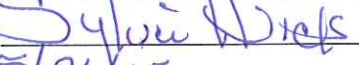
Witnessed: 

Date: 

CITY OF QUINCY, FLORIDA,
Acting by and through its duly authorized COMMISSION
Address for Correspondence:
City of Quincy
404 West Jefferson Street
Quincy, FL 32351

By: Derrick Elias, Mayor



Witnessed: 

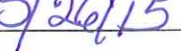
Date: 

EXHIBIT A
MLK BLVD RESURFACING – SCOP
TASK ORDER 2015-006
PROFESSIONAL ENGINEERING SERVICES
For CITY OF QUINCY
MAY 2015

This Task Order is for the purpose of Preble-Rish, Inc. (PRI) as the ENGINEER to provide professional services for the Martin Luther King Blvd resurfacing project for the acting by and through its Commission.

DESCRIPTION OF ENGINEERING SERVICES
SCOPE OF SERVICES

A. SURVEYING

1. PRI shall locate the right-of-way, existing improvements (i.e fences, drainage structures, etc...), and horizontal and vertical alignments.
2. PRI shall cross-section the roadway every 100' in order to evaluate the existing roadway and shoulder cross-slopes.

SURVEYING: \$2,000.00

B. DESIGN

1. PRI shall evaluate existing roadway widths and drainage patterns to determine necessary improvements.
2. PRI shall design the new roadway in accordance with approved standards.
3. PRI shall evaluate roadside obstructions to ensure new roadway meets all clear zone requirements.
4. PRI shall prepare construction plans and specifications necessary to bid the proposed project.

DESIGN: \$6,500.00

C. CONTRACTOR PROCUREMENT

1. PRI shall prepare all bid documents.
2. PRI shall review bids and make recommendation for bid award.

CONTRACTOR PROCUREMENT: \$1,250.00

D. DELIVERABLES

1. PRI shall provide 3 sets of 90% plans, bid documents, and construction estimate.
2. PRI shall provide 3 sets of 100% plans and bid documents.

The following services will not be provided as a part of this contract and will be billed at our contracted hourly rates if deemed necessary:

1. Wetland Delineation or Wetlands Surveying
2. Title searches
3. Stormwater Permitting with FDEP or NFWFMD

E. PROFESSIONAL SERVICE FEES

PRI proposes to provide these services for a lump sum fee of:

TOTAL \$9,750.00

IN WITNESS WHEREOF, the parties hereto have caused this Task Order to be executed by their undersigned officials as duly authorized.

PREBLE-RISH, INC.

20684 Central Ave. East, Suite 1

Blountstown, FL 32424

By: _____

Name and Title: Justin Ford, P.E., Project Manager

Witnessed: _____

Date: _____

CITY OF QUINCY, FLORIDA

404 West Jefferson St

Quincy, FL 32351

By: _____

Name and Title: Derrick Elias, Mayor

Witnessed: _____

Date: _____

20684 Central Avenue East, Suite 1, Blountstown, FL 32424, P (850) 674-3300

Panama City | Port St. Joe | Santa Rosa Beach | Ft. Walton Beach
Freeport | Monticello | Quincy | Crawfordville | Tallahassee
Lake City | Cross City | Marianna | Pensacola | Daphne, AL | Pétion-Ville, Haiti

INTERLOCAL FIRE AND RESCUE SERVICE AGREEMENT WITH BOCC



**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

MEETING DATE: October 12, 2021

DATE OF REQUEST: October 6, 2021

TO: Honorable Mayor and Members of the City Commission

FROM: Jack L. McLean Jr., City Manager
Anthony Baker, Fire Chief

SUBJECT: Interlocal Fire and Rescue Service Agreement between the City of Quincy and the Gadsden County Board of County Commissioners

Statement of Issue:

The Interlocal Fire and Rescue Service Agreement between the City of Quincy and Gadsden County Board of County Commissioners will expire on September 30, 2021. Gadsden County would like to extend the agreement with the City of Quincy for one year, through September 30, 2022.

Background:

The Interlocal Fire and Rescue Service Agreement between the City of Quincy and Gadsden County Board of County Commissioners has been in effect for several decades. Under the agreement, the Quincy Fire Department has provided automatic aid to the unincorporated areas around Quincy as well as Gretna, St. John/Robertsville, Wetumpka, Midway and Interstate 10 from Mile-marker 173 to Mile-marker 193. Gadsden County has offered keep the funding at \$486,688.00 until September 30, 2022 or until a new multi-year contract can be established.

Options:

Option 1: Motion to approve the new Interlocal Fire and Rescue Service Agreement between the City of Quincy and Gadsden County Board of County Commissioners.

Option 2: Motion to not approve the new Interlocal Fire and Rescue Service Agreement between the City of Quincy and Gadsden County Board of County Commissioners.

Staff Recommendation:

Option 1

Attachments:

- New Agreement proposed by Gadsden County.

INTERLOCAL FIRE AND RESCUE SERVICE AGREEMENT BETWEEN
THE CITY OF QUINCY, FLORIDA AND GADSDEN COUNTY, FLORIDA

THIS INTERLOCAL FIRE AND RESCUE SERVICE AGREEMENT is effective the 1st day of October, 2021 by and between the City of Quincy, Florida, a municipal corporation created and existing under the law of the State of Florida (hereinafter referred to as the "City of Quincy" or "City") and Gadsden County, Florida, a political subdivision of the State of Florida (hereinafter referred to as the "County"), as follows:

WITNESSETH

WHEREAS, the City and County have legal authority to perform general government services within their respective jurisdictions; and

WHEREAS, the City and County are authorized by Florida Statutes 163.01 to enter into Interlocal Agreements and thereby cooperatively utilize their powers and resources in the most efficient manner possible; and

WHEREAS, the City of Quincy maintains a fire department (the Department") capable of providing fire and rescue service outside the City of Quincy's corporate boundaries, and

WHEREAS, residents of Gadsden County residing outside the City of Quincy's corporate boundaries are in need of fire and rescue service, and fire and rescue service is a service the County believes would be beneficial to the health and welfare of residents living in the unincorporated areas of the County, and

WHEREAS, the City of Quincy and the County recognize that it would be beneficial to both parties to utilize a single fire and rescue service for the City of Quincy and unincorporated County in the immediate vicinity.

NOW, THEREFORE, in consideration of the following and the mutual obligations of the parties contained herein the parties agree as follows:

1. Authority. This Agreement is entered into pursuant to the powers and authority granted to the parties under the Constitution and the laws of the State of Florida.
2. Automatic Aid. The City of Quincy Fire Department will provide automatic aid to the areas of Quincy, Quincy, St. John/Robertsville, Wetumpka, Midway, and Interstate 10 from MileMarker 173 (Greensboro Exit) to Mile Marker 193 (East County line) for structure fires, accidents and other life-threatening situations. The City of Quincy shall be solely responsible for responding, without request, to all incidents requiring response in the foregoing incorporated and unincorporated areas.
3. Mutual Aid. The City of Quincy Fire Department will provide mutual aid fire and rescue service upon request to all volunteer fire departments in all other incorporated and unincorporated areas of Gadsden County.

4. Incident Report. The City of Quincy shall provide a copy of the STATE OF FLORIDA fire incident report to the Fire Coordinator and the State Fire Marshal's Office with completed information within the time required by law following the report of a County fire incident.

5. Insurance. The County shall insure against liability for Quincy's Fire Department while providing fire and rescue service outside the corporate boundaries of the City of Quincy as described herein. By voluntarily maintaining such insurance the County is not assuming any liability for the acts or omissions by the City of Quincy or the City of Quincy Fire Department. The City of Quincy shall maintain liability insurance for Quincy's Fire Department while providing fire and rescue service within the corporate boundaries of the City of Quincy and shall maintain Worker's Compensation and all other insurance required by and in accordance with Statelaw and shall indemnify and hold the County harmless for any acts or omissions made or undertaken while providing fire services within the corporate boundaries of the City of Quincy.

6. Vehicle Provision. The County shall provide a serviceable vehicle/tanker owned and insured by the County during the term of this agreement to be used by the Quincy Fire Department to respond to all fire and rescue calls within the City and the service area as defined in Section 2, at no charge by the County to the City of Quincy. The City of Quincy shall be liable for routine maintenance and minor repairs, and all fuel. All major repairs, which involve single-item costs exceeding \$1,000, shall be the responsibility of the County.

In the event a major repair is required that will result in downtime exceeding seven (7) days for the vehicle furnished by the County, the County shall furnish a qualified temporary replacement fire service vehicle until the repairs are completed.

7. Use of Funds. The City of Quincy agrees that funds received from the County under this Agreement shall be used only for costs associated with providing fire and rescue services. Because there is a mutual benefit derived from using all available City of Quincy and County equipment and resources on fires, equipment and resources shall not be restricted by geographic boundaries.

8. Records. The City of Quincy shall maintain financial records of expenditures of the Quincy Fire Department within guidelines of the State of Florida Uniform Accounting System for Local Governments, shall no later than the 10th day after the end of each quarter provide the County copies of the list of all Quincy Fire Department expenditures for the quarter and quarterly reports of fire activity within the unincorporated limits of the County in a form that is uniform throughout the County.

For the services performed under this Agreement, the Department shall maintain books, records, documents, and other evidence according to generally accepted governmental accounting principles, procedures, and practices which sufficiently and properly reflect all costs and expenditures of any nature, incurred by the Department in connection with the services performed under this Agreement.

IF THE DEPARTMENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE DEPARTMENT'S DUTY TO PROVIDE

PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT THE GADSDEN COUNTY CLERK OF COURTS, 10 E. JEFFERSON ST., QUINCY, FL 32351, (850) 875-8612, clerkofcourt@gadsdenclerk.com.

The Department must comply with the public records laws, Chapter 119, F.S.; specifically, the Department shall:

- a. Keep and maintain public records required by the County to perform the service.
- b. Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119 Florida Statutes or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Department does not transfer the records to the County.
- d. Upon completion of the contract, transfer, at no cost, to the County all public records in possession of the Department or keep and maintain public records required by the County to perform the service. If the Department transfers all public records to the County upon completion of the contract, the Department shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Department keeps and maintains public records upon completion of the contract, the Department shall meet all applicable requirements for retaining the public records. All records stored electronically must be provided to the County, upon the request from the County's custodian of public records, in a format that is compatible with the information technology systems of the County.

The County shall have the right from time to time at its sole expense to audit the compliance by the Department with the terms, conditions, obligations, limitations, restrictions and requirements of this Agreement and such right shall extend for a period of five (5) years after termination of this Agreement. However, notwithstanding the above, no books, records, documents, or other evidence reflecting all costs and expenditures incurred under this Agreement shall be destroyed until proper authorization for the disposal has been received pursuant to Florida law.

9. Payment of Funds. Subject to funding and the insertion of Consumer Price Index (CPI) data upon its release, as set forth below, the County shall pay the City of Quincy a total of **\$ 486,688.00** in four equal quarterly payments of **\$121,672.00**, for the quarter of October through December/January through March/April through June and July through September, in the first year of the Agreement upon submission of a request for payment by the City. Each subsequent year an automatic adjustment will be made to the Agreement beginning each October 1st, based upon the average consumer price index of the previous 12 months. Any and all payments made by the County and to the City of Quincy for the provision of fire and rescue services shall be used only for expenses of the Quincy Fire Department and an accurate accounting of all funds is required. The County reserves the right to amend this document upon release of the relevant CPI data from the appropriate authority to reflect any increase/decrease in the amounts owed.

10. Equipment. Except for planned purchases from the fire reserve fund, any single item and/or piece of equipment used solely for fire and rescue service costing \$1,000 and above

which are purchased with Gadsden funds shall be the property of Gadsden County. All such items and equipment shall be placed on County of Gadsden Inventory, as policy permits.

11. Inspection. The parties agree that documents related to this Agreement are subject to inspection and copying pursuant to Section 119.07(1), Florida Statutes and Section 24(a), Art. I, of the State Constitution.

12. Compliance with Applicable Law. The parties will comply with all applicable local, state, and federal laws in their performance of this Agreement.

13. Effective Date. This Agreement shall be effective upon filing in the office of the Clerk of Court of Gadsden County and as of October 1, 2021.

14. Execution. This Agreement may be executed in several counterparts, each of which shall be deemed an original and all of which together shall constitute one in the same instrument.

15. Expiration. This Agreement shall expire on September 30, 2022, unless terminated earlier as set forth herein or extended by written agreement of the parties.

16. Termination. Either party may terminate this Agreement without cause by providing six (6) months' written notice of intent to terminate. Either party may terminate this Agreement for cause immediately without notice. In the event of termination, the County shall not be responsible for payment of any amounts due after termination.

17. Amendment. This Agreement shall not be amended or extended except in writing signed by both parties.

18. Appropriation; Subject to Available Funds. Any amounts due under this Agreement shall be subject to the amounts budgeted by the County as amounts available for expenditure for the continued performance of this Agreement, and the County shall not be liable for any amounts which are not included in the adopted budget for any fiscal year. Nothing herein will prevent the County from entering into the Agreement prior to the adoption of a budget for any fiscal year or for a term exceeding one year, but the Agreement shall be executory only for any amounts which are not included in an adopted budget. The County's disbursement of funds which were not budgeted or otherwise available for disbursement shall not constitute a waiver of the County's rights hereunder and shall not make the County liable for any further payment.

19. Choice of Law, Venue, and Severability. This Agreement shall be construed and interpreted in accordance with Florida law. Venue for any action brought in relation to this Agreement shall be in a court of competent jurisdiction in Gadsden County, Florida. If any provision of this Agreement shall be held or deemed to be illegal, inoperative or unenforceable for any reason, the same shall not affect any other provision or provisions herein contained or render the same invalid, inoperative or unenforceable to any extent whatsoever.

20. No Assignment. This Agreement is not assignable.

21. No Third-Party Beneficiary. This Agreement is solely for the benefit of the County and the City, and no right or cause of action shall accrue upon or by reason hereof, or for the benefit of any third party. Nothing in this Agreement, either express or implied, is intended or shall be construed to confer upon or give any person or entity, other than the parties hereto, any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions hereof.

22. Contractual Relationship. The relationship between the County and the City is such that the City shall be an independent contractor for all purposes. Neither the City nor any agent or employee thereof shall be an agent or employee of the County for any reason. Nothing in this agreement shall be deemed to create a partnership or joint venture between the City and the County, or between the County and any other party, or cause the County to be liable or responsible in any way for the actions, omissions, liabilities, debts, or obligations of the City or any other person or entity.

23. Indemnification; Hold Harmless. The City expressly recognizes and agrees that it is solely responsible for the actions, omissions, maintenance and operation of the Quincy Fire Department, and the County shall have no liability or responsibility for any damages or injury that result from or are related to any failure or deficiency in the actions, omissions, maintenance, or operation of the Quincy Fire Department at any time during the term of this Agreement or thereafter. To the greatest extent permitted by law, the City shall indemnify and hold harmless the County, its officers, employees, attorneys, and agents from and against all liabilities, damages, losses, costs (including, but not limited to, reasonable attorneys' fees, whether or not there is litigation, and including those incurred on appeal), and actions or causes of action of any nature whatsoever that may at any time be made or brought by anyone for the purpose of bringing or enforcing a claim due to an injury or damage allegedly resulting from the actions, omissions, maintenance and operation of the Quincy Fire Department. The County's responsibility under this Agreement is limited solely to the payment of funds and maintenance of insurance as set forth herein, and nothing herein shall cause the County to have any liability or responsibility whatsoever for the actions, omissions, maintenance and operation of the Quincy Fire Department at any time during the term of this Agreement or thereafter. The indemnity obligations of the City under this Agreement shall continue in full force and effect subsequent to and notwithstanding the expiration or termination of this Agreement. By entering into this Agreement, neither party intends and in no way waives any sovereign immunity rights that it possesses.

24. Entire Agreement. The parties agree and acknowledge that: (a) this Agreement constitutes a total and complete integration of the entire understanding and agreement between the parties; (b) there are no representations, warranties, understandings or agreements between the parties other than those specifically set forth in writing in this Agreement; (c) in entering into this Agreement, none of the parties has relied on any representation, warranty, understanding, agreement, promise or condition not specifically set forth in writing in this Agreement; and (d) except as expressly provided in this Agreement all prior and/or contemporaneous discussions, negotiations, agreements and writings have been and are terminated and superseded by this Agreement.

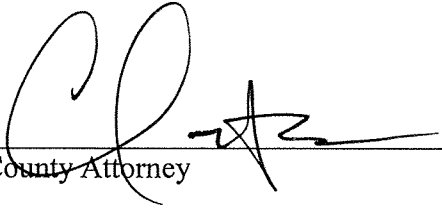
25. Disputes. Any and all disputes, including but not limited to those concerning billing, authorized use of funds, and payment, shall be resolved by the County Administrator. All decisions of the County Administrator shall be final.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date set forth above.

Approved as to Form

Approved as to Form

City Attorney

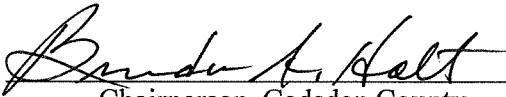


County Attorney

CITY OF QUINCY, FLORIDA

GADSDEN COUNTY, FLORIDA

Mayor, City of Quincy
Commissioners



Chairperson, Gadsden County
Board of County Commissioners

ATTEST:

ATTEST:

City Clerk

Clerk of Court

VOLUNTARY ANNEXATION

**Main Street Urgent Care
Pat Thomas Parkway**



**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

Date of Meeting: October 12, 2021

Date Submitted: August 30, 2021

To: Honorable Mayor and Members of the City Commission

From: Jack L. McLean Jr., City Manager
Charles J. Hayes, Interim Building and Planning Director

Subject: Request for Voluntary Annexation of Main Street Family Care
1730 Pat Thomas Parkway, Gadsden County

Statement of Issue:

This is a request for a voluntary annexation into the City of Quincy. Main Street Family Care, a for-profit organization, has requested for the annexation into the City of Quincy. Per Section 171.044, Florida Statutes (FS), "the owner of real property in an unincorporated area of a county which is contiguous to municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality". The proposed annexation area is compact and contiguous to the City's southern boundary on Pat Thomas Parkway and it complies with State Law. The City's staff is recommending that the City Commission approve the request to annex this property into the City of Quincy.

Voluntary Annexation Requirement:

The proposed annexation meets the State's three requirements for voluntary annexation listed in Section 171.044, FS; because: 1) the subject area is contiguous to the City's boundary, 2) it is compact, and 3) the annexation shall not result in the creation of an enclave.

Property Description:

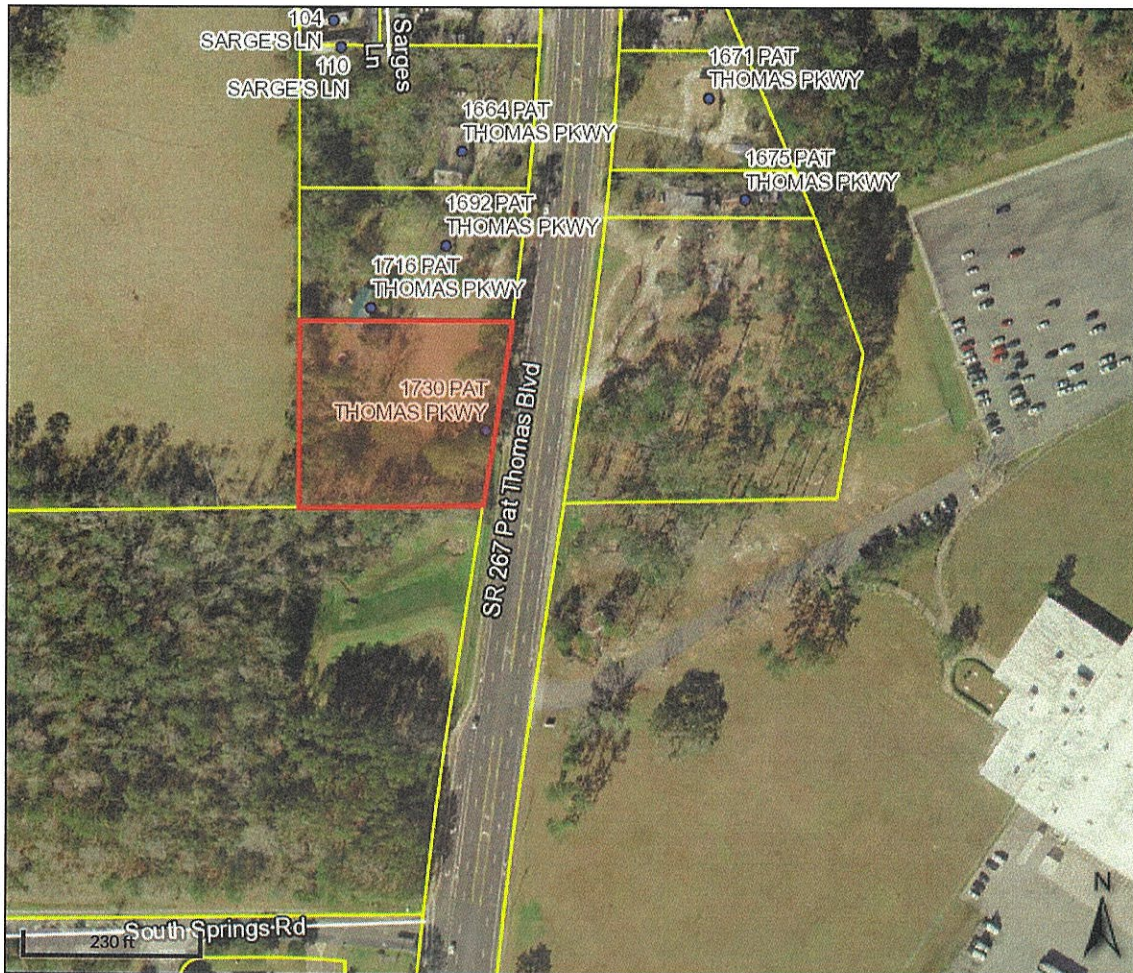
The subject site for annexation involves a 1.3-acre property (Parcel ID - 3-20-2N-4W-0000-00213-0400), located at 1730 Pat Thomas Parkway.

Exhibit A.



qPublic.net™

Gadsden County, FL



Overview



Legend

- Parcels
- Roads (Local)
- Roads (Major)
- Streams and River (Large)

Parcel ID	3-24-2N-4W-0000-00213-0400	Alternate ID	22386	Owner Address	ZANDERS JOHNNY L SR
Sec/Twp/Rng	24/2N/4W	Class	VACANT RESIDENTIAL (0000)		324 NW 16TH PLACE
Property Address	1730 PAT THOMAS PKWY	Acreage	1.3		POMPANO BEACH, FL 33060
	QUINCY				
District	COUNTY				
Brief Tax Description	OR 669 P 743 OR 669 P 743 OR				
	(Note: Not to be used on legal documents)				

Date created: 8/25/2021

Last Data Uploaded: 8/25/2021 12:55:55 PM

Developed by Schneider
GEOSPATIAL

PETITION FOR VOLUNTARY ANNEXATION

The undersigned owner of real property located within certain unincorporated area of Gadsden County, Florida, which is or will be contiguous to and reasonably compact with the City of Quincy, Florida, a municipal corporation located in the said Gadsden County, Florida, and which area is more particularly described and shown in hatched markings on Exhibit "A" attached hereto and made a part hereof, does hereby voluntarily consent to, agree with, and request the annexation of the said described real property by and to the said City of Quincy, Florida through the adoption of the appropriate ordinance by the City Commission of the said City of Quincy, Florida, pursuant to Section 171.044, Florida Statutes.

The undersigned does hereby agree that executed copies of this same Petition by all of the owners of the real property in the aforesaid described area consenting to, agreeing with, and requesting said voluntary annexation on condition that the existing alcohol and arcade uses on the property be grandfathered in.

Date this 30th day of August, A.D. 2021

PROPERTY OWNER:

Name: _____; for PARAM DIP CORPORATION

Signature: _____

WITNESSES:

1. Name: _____

Signature: _____

2. Name: _____

Signature: _____

AS TO PARCEL NUMBER: 3-24-2N-4W-0000-00321-0400; located at 1730 Pat Thomas Pkwy, Quincy, Florida 32351

August 30, 2021

The Honorable Nicholas Thomas
Gadsden County Clerk of Court
P. O. Box 1649
Quincy, Florida 32353

Re: Quincy Annexation of Property

Dear Honorable Thomas:

This letter is intended to inform the Gadsden County Clerk of Court that the City of Quincy has recently undertaking a voluntary annexation of a parcel of land located at 1730 pat Thomas Pkwy, in Gadsden County, Florida.

Per Chapter 171, Florida Statutes, the governing body of the municipality that has annexed a property must provide a copy of the annexation ordinance, via certified mail, to the Gadsden County Clerk of Court upon passage.

Please see attached a copy of the adoption ordinance (Ordinance No. 1106-2019) with the exhibit identifying the location of the annexed property.

We appreciate your cooperation. If you have any questions, please call me at 850-618-1883.

Sincerely,

Charles J. Hayes
Interim Building and Planning Director

Enclosure No. 1106-2019 with Exhibit

ORDINANCE NUMBER: _____

AN ORDINANCE OF THE CITY OF QUINCY, FLORIDA, RELATING TO THE ANNEXATION OF 1.3 ACRES OF CONTIGUOUS PROPERTY INTO THE CORPORATE LIMITS OF THE CITY, PROVIDING FOR AUTHORITY; PROVIDING FOR ANNEXATION AND LEGAL DESCRIPTION; PROVIDING FOR A MAP OF ANNEXED AREA; PROVIDING FOR ZONING AND LAND USE; PROVIDING FOR COMPLIANCE WITH LAW; PROVIDING FOR FILING; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission has received a Petition for Voluntary Annexation of property Exhibit " A", attached and made a part hereof by reference, regarding the property described herein below, which is within Gadsden County, Florida, and which is compact and contiguous to City of Quincy, City limits .

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

SECTION 1. AUTHORITY. The authority for enactment of this Ordinance is Sections 166.021 and 171.044 of Florida Statutes.

SECTION 2. ANNEXATION AND LEGAL DESCRIPTION. The property described below, which is situated in Gadsden County, Florida, and compact and contiguous to the City of Quincy, Florida, is hereby annexed to the City of Quincy and the City of Quincy's boundary lines shall be redefined and hereby amended to include such property within its City limits, to wit:

ANNEXATION AREA: 1.3-acre parcel of land. The Gadsden County Property Appraiser under Parcel ID - 3-20-2N-4W-0000-00213-0400, located at 1730 Pat Thomas Parkway.

SECTION 3. MAP OF ANNEXED AREA. The property annexed is specifically set forth in the map marked as Exhibit "B", attached hereto and made part hereof by reference.

SECTION 4. ZONING AND LAND USE. Pursuant to general law, the property hereby annexed was subject to Gadsden County land development, land use plan, zoning and subdivision regulations which still remain in full force and effect until rezoned by the City of Quincy to comply with the comprehensive plan.

SECTION 5. COMPLIANCE WITH LAW. The property shall be subject to all of the laws, ordinances and regulations in effect in the City of Quincy upon the effective date of this Ordinance.

SECTION 6. FILING. Upon passage, the City Clerk is directed to file a certified copy of this ordinance with the Clerk of Circuit Court of Gadsden County, the Chief Administrative Officer of Gadsden County and with the Florida Department of State, within 7 days after adoption of this ordinance, as directed by general law.

SECTION 7. EFFECTIVE DATE. This ordinance shall become effective upon its adoption by the City of Quincy City Commission and signature of the Mayor.

INTRODUCED IN OPEN SESSION OF THE CITY COMMISSION OF THE CITY OF
QUINCY, FLORIDA THIS _____DAY OF _____2021.

ADPOTED BY THE CITY COMMISSION OF THE CITY OF QUINCY, FLORIDA THIS
_____DAY OF _____ 2021.

APPROVED:

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

ATTEST:

Janice Shackelford
Clerk of the City of Quincy and
Clerk of the City Commission thereof

August 30, 2021

Edward Dixon
County Administrator
Gadsden County BOCC
9-BE. Jefferson Street
Quincy, Florida 32351

Re: Quincy Annexation of Property

Dear Honorable Thomas:

This letter is intended to inform the Gadsden County Clerk of Court that the City of Quincy has recently undertaking a voluntary annexation of a parcel of land located at 1730 pat Thomas Pkwy, in Gadsden County, Florida.

Per Chapter 171, Florida Statutes, the governing body of the municipality that has annexed a property must provide a copy of the annexation ordinance, via certified mail, to the Gadsden County Clerk of Court upon passage.

Please see attached a copy of the adoption ordinance (Ordinance No. 1106-2019) with the exhibit identifying the location of the annexed property.

We appreciate your cooperation. If you have any questions, please call me at 850-618-1883.

Sincerely,

Charles J. Hayes
Interim Building and Planning Director

Enclosure No. 1106-2019 with Exhibit

August 30, 2021

Ernest Reddick
Department of State
R.A. Gray Building
500 South Bronough Street
Tallahassee, Florida 32399-250

Re: Quincy Annexation of Property

Dear Honorable Thomas:

This letter is intended to inform the Gadsden County Clerk of Court that the City of Quincy has recently undertaking a voluntary annexation of a parcel of land located at 1730 pat Thomas Pkwy, in Gadsden County, Florida.

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Sincerely,

Charles J. Hayes
Interim Building and Planning Director

Enclosure No. 1106-2019 with Exhibit

SCORE SHEET For Anti-Crime Prevention Grant



**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

Date of Meeting: October 12, 2021

Date Submitted: October 11, 2021

To: Honorable Mayor and Members of the City Commission

From: Jack L McLean, City Manager
Charles J. Hayes, Interim Planning Director

Subject: Score sheet for Anti- Crime Prevention Grant

Statement of Issue:

Provide an instrument for funding for Family Based Prevention/Community Programs to reduce gang activity and gun violence, staff developed a process for the Commission to approve funding for local Non-Profits 501(c) 3 organizations, local governments and school districts that serves Gadsden County. The amount of the Grants will not exceed \$10,000. The total available funds approved to disperse is \$40,000.

Background:

The family-based prevention/community program application packet is a seed grant up to a maximum of \$10,000 with a match of 25%. This will be the second and final round of funding. The match can be in-kind or a combination of cash and in kind. Applications were submitted to the Project Coordinator. Applications were reviewed by staff members and scored. Staff selected a committee of 3 was put together to review and score the applications according to the attached Rubric.

The committee via zoom discussed each application and individually provided their scores. Scores was tallied and provided.

Conclusion/Recommendation:

Option 1

With only two applicants in the final round we recommend awarding each of the applicant \$10,000.

Option 2

Commission Decision

Rank	(Ranked and Ordered by Score from Lowest to Highest)	SCORES						Suggested Funding
		Requested Amount	Evaluator 1	Evaluator 2	Evaluator 3	Evaluator 4	Evaluator 5	
9	Health Equity	\$ 10,000	8.5	8.85	8			8.45 \$ 10,000.0
8	Girl Scouts of America	\$ 10,000	8.55	9	8.55			8.7 \$ 10,000
7								
6								
5								
4								
3								
2								
1								

Score between 2 (lowest) and 9 (highest)

No funding for score less than 4

Score between 4 and 5 to secure 33% of requested funding

Score between 5.1 and 6.9 to secure 50% of requested funding

Score between 7 and 8 to secure 75% of requested funding

Score between 8.1 and 9 to secure 100% of requested funding

REVISED EVENT Planning Kit



**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

MEETING DATE: October 12, 2021

DATE OF REQUEST: October 11, 2021

TO: Honorable Mayor and Members of the City Commission

FROM: Jack L. Mclean Jr., City Manager
 De'Cody Fagg, Parks and Recreation Director

SUBJECT: Revised City of Quincy Event Planning Kit for Quincy
 Business Park and Tanyard Creek Amphitheater

Statement of Issue:

The information provided is a revised City of Quincy Event Planning Kit for the rental and use of the Quincy Business Park and Tanyard Creek Amphitheater.

Background:

Previously, staff submitted revisions to the Tanyard Creek Amphitheater Event Planning Kit. Staff was instructed to make additional revisions to the kit to make it more user friendly for the event organizer and better serve the City of Quincy.

Revisions were made to the Event Planning Kit which now includes rental information on both Quincy Business Park and Amphitheater. The Rental Fee Schedule and the Police Event Management/Security Management Policy have been amended and are included in the kit along with the City of Quincy Occupational License/Vendor Permit and Business and Professional Regulations Alcohol and Beverage One Day Permit.

The Rental Fee Schedule has been revised to allow the renter to use their own staff for clean-up after 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 business park or amphitheater after the event. If staff finds that the organizer did not properly clean-up and remove trash, then the renter will forfeit their deposit.

Staff Request:

Staff is asking the Commission for guidance with moving forward with the City of Quincy Event Planning Kit for Quincy Business Park and Tanyard Creek Amphitheater. Details on Rental Fees, Police/Security, Vendor Permit, Alcohol Beverage Permit, etc. Staff needs the Commission and City Attorney input regarding information on the Event Planning Kit.

CITY OF QUINCY

Employees' Salaries



**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

Date of Meeting: October 12, 2021

Date Submitted: October 12, 2021

To: Honorable Mayor and Members of the City Commission

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

Subject: Non-Unionize Employees' Salary Increase

STATEMENT OF ISSUE,

The Commission budget for Non-Unionized employees' pay increase is 1.5 % in the FY 2021-2022 Regular Budget. (All the GL received a 1.5% inflation increase.) Those employees number 94 employees and represent 70% of the City's workforce, comprising Public Works, Parks and Recreations, Utilities, Finance, Customer Service, and HR.

Unionized employees, wages, and compensation were included in the FY 2021-2022 Regular Budget at least a 4% increase over the third-year contract of 3.5% for Fire and 2.5% for Police, subject to the bargaining outcome.

Background:

The Commission met in 9 to 10 pre-adoption regular budget workshops and met in 3 to 4 post-adoption budget workshops to discuss non-unionized employees' salaries. The Commission discussed several funding options: early implementation of the State Constitution \$15 minimum wage, American Rescue Plan Act bonus funding, and flat sum distribution to all employees on a prorated basis. Staff preliminary review shows that early implementation of the State Constitution \$15 minimum would be difficult to achieve (too close) this budget year, and the American Recuse Plan Act premium pay would not cover all non-union employees or permit bonuses. The flat sum distribution presented by Commissioner Bass Prieto and echoed by Mayor Harris is a viable funding option this budget year.

The Commission has in the regular budget \$147,000 unallocated funds. Staff proposes a 4.2% increase in non-unionized employees, using the \$142,744 of those funds. (1.5% is in the Regular Budget.) Distributing the 4.2% on a prorate basis yields \$ 1,692.58 for each non-unionized

employee (distributed over 93 employees, since the Clerk's position has been adjusted in the adopted budget already). This method has the advantage of distributing more funding to lower employees that increases those employees' percentage of pay. (See Attachment 1) and reducing the salary increase rate of pay to higher-paid employees.

OPTIONS:

- Option 1: Approved a 4.2% increase in pay to non-unionized employees.
- Option 2: Do not approve the proposed 4.2% increase in pay to non-unionized employees.
- Option 3: Commission guidance.

STAFF RECOMMENDATION:

Option 1.

ATTACHMENT:

1. Non-unionized Employee Salary Distribution by Department

POSITION	HIRE DATE	HR RATE as of 09/30/2021	ANNUAL SALARY - 09/30/2021	JOB TITLE	4.2%	Revised Salary with 4.2% raise	Equal Amount	Revised Salary with equal amount \$1674.57	Raise % with equal amount	New Hourly Rate
CITY CLERK										
89	8/10/2020	\$ 21.63	\$44,999.97	COURT, MUNICIPAL AND LICENSE CLERK (exception)	\$ 1,890.00	\$ 46,889.97	\$0.00	\$49,000.00	0.0%	\$ 23.56
CITY MANGER										
81	6/11/2018	\$ 52.00	\$108,160.00	CITY MANAGER	\$ 4,542.72	\$ 112,702.72	\$1,692.58	\$109,852.58	1.6%	\$ 52.81
50	10/16/2006	\$ 23.77	\$49,441.60	EXECUTIVE ADMINISTRATIVE ASSISTANT	\$ 2,076.55	\$ 51,518.15	\$1,692.58	\$51,134.18	3.4%	\$ 24.58
PURCHASING										
56	1/12/2021	\$ 29.85	\$62,088.00	PURCHASING OFFICER/INTERIM BUILD PLANNING	\$ 2,607.70	\$ 64,695.70	\$1,692.58	\$63,780.58	2.7%	\$ 30.66
FINANCE										
60	7/8/2019	\$ 48.03	\$99,902.40	FINANCE DIRECTOR	\$ 4,195.90	\$ 104,098.30	\$1,692.58	\$101,594.98	1.7%	\$ 48.84
90	8/31/2021	\$ 27.00	\$56,160.00	SENIOR ACCOUNTANT	\$ 2,358.72	\$ 58,518.72	\$1,692.58	\$57,852.58	3.0%	\$ 27.81
91	10/27/2014	\$ 27.04	\$56,243.20	ACCOUNTING II	\$ 2,362.21	\$ 58,605.41	\$1,692.58	\$57,935.78	3.0%	\$ 27.85
19	6/1/2021	\$ 18.50	\$38,480.00	GRANT ACCOUNT	\$ 1,616.16	\$ 40,096.16	\$1,692.58	\$40,172.58	4.4%	\$ 19.31
1	12/1/2003	\$ 22.04	\$45,843.20	FINANCIAL CLERKS, ALL OTHER	\$ 1,925.41	\$ 47,768.61	\$1,692.58	\$47,535.78	3.7%	\$ 22.85
54	11/26/2007	\$ 16.59	\$34,507.20	BILLING AND POSTING CLERK	\$ 1,449.30	\$ 35,956.50	\$1,692.58	\$36,199.78	4.9%	\$ 17.40
CRA										
78	9/27/2018	\$ 31.58	\$65,686.40	CRA MANAGER	\$ 2,758.83	\$ 68,445.23	\$1,692.58	\$67,378.98	2.6%	\$ 32.39
CUSTOMER SERVICE										
26	8/10/2020	\$ 12.10	\$25,170.08	CUSTOMER SERVICE CASHIER	\$ 1,057.14	\$ 26,227.22	\$1,692.58	\$26,862.66	6.7%	\$ 12.91
27	10/21/2019	\$ 12.36	\$25,708.80	CUSTOMER SERVICE CASHIER	\$ 1,079.77	\$ 26,788.57	\$1,692.58	\$27,401.38	6.6%	\$ 13.17
HUMAN RESOURCES										
1	8/20/2018	\$ 31.20	\$64,896.00	HUMAN RESOURCES DIRECTOR	\$ 2,725.63	\$ 67,621.63	\$1,692.58	\$66,588.58	2.6%	\$ 32.01
14	10/8/2018	\$ 20.15	\$41,912.00	HUMAN RESOURCE SPECIALIST	\$ 1,760.30	\$ 43,672.30	\$1,692.58	\$43,604.58	4.0%	\$ 20.96
BUILDING AND PLANNING										
67		\$ 34.17	\$ 71,074.00	BUILDING AND PLANNING DIRECTOR	\$ 2,985.11	\$ 74,059.11	\$1,692.58	\$72,766.58	2.4%	\$ 34.98
48	4/8/2019	\$ 16.48	\$34,278.40	ADMINISTRATIVE ASSISTANT/PERMIT TECH	\$ 1,439.69	\$ 35,718.09	\$1,692.58	\$35,970.98	4.9%	\$ 17.29
70	7/26/2021	\$ 18.51	\$38,500.80	BUILDING INSPECTORS	\$ 1,617.03	\$ 40,117.83	\$1,692.58	\$40,193.38	4.4%	\$ 19.32
POLICE										
92		\$ 38.46	\$ 80,000.00	POLICE CHIEF	\$ 3,360.00	\$ 83,360.00	\$1,692.58	\$81,692.58	2.1%	\$ 39.28
73	11/5/2001	\$ 21.22	\$44,137.60	ADMINISTRATIVE ASSISTANT	\$ 1,853.78	\$ 45,991.38	\$1,692.58	\$45,830.18	3.8%	\$ 22.03
74	6/24/2013	\$ 32.33	\$67,246.40	CAPTAIN	\$ 2,824.35	\$ 70,070.75	\$1,692.58	\$68,938.98	2.5%	\$ 33.14
59	2/20/1989	\$ 18.04	\$37,523.20	COMMUNICATIONS OFFICER	\$ 1,575.97	\$ 39,099.17	\$1,692.58	\$39,215.78	4.5%	\$ 18.85
24	6/15/2015	\$ 12.00	\$24,960.00	DISPATCHERS/COMMUNICATION OFFICER	\$ 1,048.32	\$ 26,008.32	\$1,692.58	\$26,652.58	6.8%	\$ 12.81
25	9/25/2019	\$ 12.00	\$24,960.00	DISPATCHERS/COMMUNICATION OFFICER	\$ 1,048.32	\$ 26,008.32	\$1,692.58	\$26,652.58	6.8%	\$ 12.81
26	5/1/2019	\$ 12.00	\$24,960.00	DISPATCHERS/COMMUNICATION OFFICER	\$ 1,048.32	\$ 26,008.32	\$1,692.58	\$26,652.58	6.8%	\$ 12.81
33	1/12/2013	\$ 13.00	\$27,040.00	DISPATCHERS/COMMUNICATION OFFICER	\$ 1,135.68	\$ 28,175.68	\$1,692.58	\$28,732.58	6.3%	\$ 13.81
1	3/7/2016	\$ 13.75	\$28,600.00	EVIDENCE TECH	\$ 1,201.20	\$ 29,801.20	\$1,692.58	\$30,292.58	5.9%	\$ 14.56
32	6/12/2000	\$ 14.77	\$30,721.60	COMMUNICATION OFFICER	\$ 1,290.31	\$ 32,011.91	\$1,692.58	\$32,414.18	5.5%	\$ 15.58
43	5/6/2002	\$ 15.61	\$32,468.80	COMMUNICATIONS OFFICERS	\$ 1,363.69	\$ 33,832.49	\$1,692.58	\$34,161.38	5.2%	\$ 16.42
2	2/28/2005	\$ 17.77	\$36,961.60	OFFICE CLERKS, GENERAL	\$ 1,552.39	\$ 38,513.99	\$1,692.58	\$38,654.18	4.6%	\$ 18.58
45	10/7/2021	\$ 14.90	<u>\$ 31,000.00</u>	POLICE CRIME & INTELLIGENCE ANALYST	\$ 1,302.00	\$ 32,302.00	\$1,692.58	\$32,692.58	5.5%	\$ 15.72

FIRE											
63	12/14/1998	\$	31.25	\$65,000.00	CHIEF	\$ 2,730.00	\$ 67,730.00	\$1,692.58	\$66,692.58	2.6%	\$ 32.06
79	1/21/1997	\$	26.02	\$54,122.64	FIRE MARSHALL	\$ 2,273.15	\$ 56,395.79	\$1,692.58	\$55,815.22	3.1%	\$ 26.83
66	2/22/1995	\$	20.84	\$43,347.20	ADMINISTRATIVE ASSISTANT	\$ 1,820.58	\$ 45,167.78	\$1,692.58	\$45,039.78	3.9%	\$ 21.65
PARK AND REC											
47	6/30/2014	\$	23.42	\$48,713.60	PARKS & RECREATIONS DIRECTOR	\$ 2,045.97	\$ 50,759.57	\$1,692.58	\$50,406.18	3.5%	\$ 24.23
51	12/12/2016	\$	16.83	\$34,999.95	PARKS & RECREATION SUPERVISOR	\$ 1,470.00	\$ 36,469.95	\$1,692.58	\$36,692.53	4.8%	\$ 17.64
3	10/1/2018	\$	14.42	\$29,993.60	ADMINISTRATIVE ASSISTANT	\$ 1,259.73	\$ 31,253.33	\$1,692.58	\$31,686.18	5.6%	\$ 15.23
40	7/8/2019	\$	14.86	\$30,908.80	RECREATION COORDINATOR	\$ 1,298.17	\$ 32,206.97	\$1,692.58	\$32,601.38	5.5%	\$ 15.67
31	12/27/2010	\$	14.00	\$29,120.00	MAINTENANCE WORKER	\$ 1,223.04	\$ 30,343.04	\$1,692.58	\$30,812.58	5.8%	\$ 14.81
2	5/3/2021	\$	11.33	\$23,566.40	MAINTENANCE & REPAIR WORKERS - GENERAL	\$ 989.79	\$ 24,556.19	\$1,692.58	\$25,258.98	7.2%	\$ 12.14
3	9/17/2018	\$	11.33	\$23,566.40	MAINTENANCE & REPAIR WORKERS - GENERAL	\$ 989.79	\$ 24,556.19	\$1,692.58	\$25,258.98	7.2%	\$ 12.14
28	10/6/2014	\$	13.25	\$27,560.00	Maintenance Worker I	\$ 1,157.52	\$ 28,717.52	\$1,692.58	\$29,252.58	6.1%	\$ 14.06
PUBLIC WORKS											
1	11/30/1999	\$	32.14	\$66,851.20	PUBLIC WORKS DIRECTOR	\$ 2,807.75	\$ 69,658.95	\$1,692.58	\$68,543.78	2.5%	\$ 32.95
75	5/13/2002	\$	24.25	\$50,440.00	PUBLIC WORKS ASSIST DIRECTOR	\$ 2,118.48	\$ 52,558.48	\$1,692.58	\$52,132.58	3.4%	\$ 25.06
4	8/9/2021	\$	11.33	\$23,566.40	MAINTENANCE AND REPAIR WORKER, GENERAL	\$ 989.79	\$ 24,556.19	\$1,692.58	\$25,258.98	7.2%	\$ 12.14
5	1/8/2018	\$	11.33	\$23,566.40	MAINTENANCE & REPAIR WORKERS - GENERAL	\$ 989.79	\$ 24,556.19	\$1,692.58	\$25,258.98	7.2%	\$ 12.14
6	2/17/2020	\$	11.33	\$23,566.40	MAINTENANCE AND REPAIR WORKER, GENERAL	\$ 989.79	\$ 24,556.19	\$1,692.58	\$25,258.98	7.2%	\$ 12.14
7	6/7/2021	\$	11.33	\$23,566.40	MAINTENANCE AND REPAIR WORKER, GENERAL	\$ 989.79	\$ 24,556.19	\$1,692.58	\$25,258.98	7.2%	\$ 12.14
8	10/7/2021	\$	11.33	\$23,566.40	MAINTENANCE AND REPAIR WORKER, GENERAL	\$ 989.79	\$ 24,556.19	\$1,692.58	\$25,258.98	7.2%	\$ 12.14
9	5/14/2018	\$	11.33	\$23,566.40	MAINTENANCE WORKER I	\$ 989.79	\$ 24,556.19	\$1,692.58	\$25,258.98	7.2%	\$ 12.14
62	4/15/2019	\$	11.59	\$24,107.20	MAINTENANCE AND REPAIR WORKER, GENERAL	\$ 1,012.50	\$ 25,119.70	\$1,692.58	\$25,799.78	7.0%	\$ 12.40
63	8/5/2019	\$	11.59	\$24,107.20	MAINTENANCE & REPAIR WORKERS - GENERAL	\$ 1,012.50	\$ 25,119.70	\$1,692.58	\$25,799.78	7.0%	\$ 12.40
25	1/8/2018	\$	11.85	\$24,648.00	MAINTENANCE & REPAIR WORKERS - GENERAL	\$ 1,035.22	\$ 25,683.22	\$1,692.58	\$26,340.58	6.9%	\$ 12.66
1	8/17/2020	\$	12.50	\$26,000.00	MAINTENANCE AND REPAIR WORKER, GENERAL	\$ 1,092.00	\$ 27,092.00	\$1,692.58	\$27,692.58	6.5%	\$ 13.31
39	5/14/2018	\$	15.00	\$31,200.00	Equipment Operator	\$ 1,310.40	\$ 32,510.40	\$1,692.58	\$32,892.58	5.4%	\$ 15.81
40	5/14/2018	\$	15.00	\$31,200.00	MAINTENANCE WORKER I	\$ 1,310.40	\$ 32,510.40	\$1,692.58	\$32,892.58	5.4%	\$ 15.81
41	10/7/2021	\$	15.00	\$31,200.00	EQUIPMENT OPERATOR	\$ 1,310.40	\$ 32,510.40	\$1,692.58	\$32,892.58	5.4%	\$ 15.81
42	10/7/2021	\$	15.00	\$31,200.00	EQUIPMENT OPERATOR	\$ 1,310.40	\$ 32,510.40	\$1,692.58	\$32,892.58	5.4%	\$ 15.81
43	2/25/2013	\$	15.51	\$32,260.80	INMATE SUPERVISOR	\$ 1,354.95	\$ 33,615.75	\$1,692.58	\$33,953.38	5.2%	\$ 16.32
53	12/13/2017	\$	16.00	\$33,280.00	MAINTENANCE & REPAIR WORKERS - GENERAL	\$ 1,397.76	\$ 34,677.76	\$1,692.58	\$34,972.58	5.1%	\$ 16.81
54	4/19/2021	\$	16.00	\$33,280.00	SMALL ENGINE MECHANICS	\$ 1,397.76	\$ 34,677.76	\$1,692.58	\$34,972.58	5.1%	\$ 16.81
57	9/10/2012	\$	16.54	\$34,403.20	HEAVY EQUIPMENT OPERATOR	\$ 1,444.93	\$ 35,848.13	\$1,692.58	\$36,095.78	4.9%	\$ 17.35
95	3/31/1987	\$	17.80	\$37,024.00	TRADES WORKER II	\$ 1,555.01	\$ 38,579.01	\$1,692.58	\$38,716.58	4.6%	\$ 18.61
61	7/30/2018	\$	18.94	\$39,395.20	PUBLIC WORK SUPERVISOR	\$ 1,654.60	\$ 41,049.80	\$1,692.58	\$41,087.78	4.3%	\$ 19.75
1	12/16/2013	\$	21.85	\$45,448.00	MECHANIC III	\$ 1,908.82	\$ 47,356.82	\$1,692.58	\$47,140.58	3.7%	\$ 22.66
UTILITIES											
58	7/11/2016	\$	17.55	\$36,504.00	ADMINISTRATIVE ASSISTANT	\$ 1,533.17	\$ 38,037.17	\$1,692.58	\$38,196.58	4.6%	\$ 18.36
1	5/17/2021	\$	11.25	\$23,400.00	METER READER - UTILITIES	\$ 982.80	\$ 24,382.80	\$1,692.58	\$25,092.58	7.2%	\$ 12.06
10	10/7/2021	\$	11.50	\$23,920.00	UTILITIES SERVICE TECH	\$ 1,004.64	\$ 24,924.64	\$1,692.58	\$25,612.58	7.1%	\$ 12.31
64	9/28/2017	\$	19.50	\$40,560.00	UTILITIES SERVICE TECH	\$ 1,703.52	\$ 42,263.52	\$1,692.58	\$42,252.58	4.2%	\$ 20.31
18	11/12/2020	\$	11.70	\$24,336.00	METER READER - UTILITIES	\$ 1,022.11	\$ 25,358.11	\$1,692.58	\$26,028.58	7.0%	\$ 12.51
19	7/15/2020	\$	11.70	\$24,336.00	METER READER - UTILITIES	\$ 1,022.11	\$ 25,358.11	\$1,692.58	\$26,028.58	7.0%	\$ 12.51
20	10/5/2020	\$	11.70	\$24,336.00	METER READER - UTILITIES	\$ 1,022.11	\$ 25,358.11	\$1,692.58	\$26,028.58	7.0%	\$ 12.51
21	9/1/2020	\$	11.70	\$24,336.00	UTILITIES SERVICE TECH	\$ 1,022.11	\$ 25,358.11	\$1,692.58	\$26,028.58	7.0%	\$ 12.51
34	8/17/2017	\$	12.98	\$26,998.40	TREE TRIMMER HELPER	\$ 1,133.93	\$ 28,132.33	\$1,692.58	\$28,690.98	6.3%	\$ 13.79
29	8/27/2007	\$	14.91	\$31,012.80	STOREKEEPER - UTILITIES	\$ 1,302.54	\$ 32,315.34	\$1,692.58	\$32,705.38	5.5%	\$ 15.72
41	1/3/2017	\$	15.60	\$32,448.00	UTILITIES SERVICE TECH	\$ 1,362.82	\$ 33,810.82	\$1,692.58	\$34,140.58	5.2%	\$ 16.41
46	8/7/2017	\$	16.00	\$33,280.00	LINEMAN HELPER/LABORER	\$ 1,397.76	\$ 34,677.76	\$1,692.58	\$34,972.58	5.1%	\$ 16.81

47	5/22/2017	\$	16.29	\$33,883.20	TREE TRIMMER	\$	1,423.09	\$	35,306.29	\$1,692.58	\$35,575.78	5.0%	\$	17.10
1	5/22/2017	\$	16.62	\$34,569.60	UTILITIES SERVICE TECH	\$	1,451.92	\$	36,021.52	\$1,692.58	\$36,262.18	4.9%	\$	17.43
2	9/24/2019	\$	16.64	\$34,611.20	LINEMAN HELPER/LABORER	\$	1,453.67	\$	36,064.87	\$1,692.58	\$36,303.78	4.9%	\$	17.45
30	2/26/2018	\$	17.39	\$36,171.20	LINEMAN	\$	1,519.19	\$	37,690.39	\$1,692.58	\$37,863.78	4.7%	\$	18.20
1	11/19/2002	\$	18.72	\$38,937.60	SENIOR UTILITIES SERVICE TECH	\$	1,635.38	\$	40,572.98	\$1,692.58	\$40,630.18	4.3%	\$	19.53
84	2/29/2016	\$	19.28	\$40,102.40	LINEMAN	\$	1,684.30	\$	41,786.70	\$1,692.58	\$41,794.98	4.2%	\$	20.09
1	2/20/2018	\$	20.81	\$43,284.80	LINEMAN	\$	1,817.96	\$	45,102.76	\$1,692.58	\$44,977.38	3.9%	\$	21.62
1	3/4/2019	\$	20.94	\$43,555.20	WATER & SEWER SUPERINTENDENT	\$	1,829.32	\$	45,384.52	\$1,692.58	\$45,247.78	3.9%	\$	21.75
1	10/5/2020	\$	24.00	\$49,920.00	SUPERINTENDENT GAS	\$	2,096.64	\$	52,016.64	\$1,692.58	\$51,612.58	3.4%	\$	24.81
5	8/3/2020	\$	24.96	\$51,916.80	LINEMAN	\$	2,180.51	\$	54,097.31	\$1,692.58	\$53,609.38	3.3%	\$	25.77
6	8/18/1986	\$	25.49	\$53,019.20	SENIOR LINEMAN	\$	2,226.81	\$	55,246.01	\$1,692.58	\$54,711.78	3.2%	\$	26.30
7	9/29/2021	\$	25.96	\$53,996.80	GRANT WRITER	\$	2,267.87	\$	56,264.67	\$1,692.58	\$55,689.38	3.1%	\$	26.77
65	8/1/2007	\$	26.09	\$54,267.20	ASSISTANT DIRECTOR - UTILITIES	\$	2,279.22	\$	56,546.42	\$1,692.58	\$55,959.78	3.1%	\$	26.90
66	11/3/1997	\$	26.17	\$54,433.60	LINEMAN FOREMAN	\$	2,286.21	\$	56,719.81	\$1,692.58	\$56,126.18	3.1%	\$	26.98
55	5/24/1982	\$	35.09	\$72,987.20	DIRECTORS - ALL OTHER	\$	3,065.46	\$	76,052.66	\$1,692.58	\$74,679.78	2.3%	\$	35.90
69	5/10/2021	\$	19.25	\$40,040.00	SENIOR UTILITIES SERVICE TECH	\$	1,681.68	\$	41,721.68	\$1,692.58	\$41,732.58	4.2%	\$	20.06
1	4/21/2014	\$	31.11	\$64,708.80	SUPERVISOR - UTILITIES (UNDERGROUND)	\$	2,717.77	\$	67,426.57	\$1,692.58	\$66,401.38	2.6%	\$	31.92

CURRENT SALARY AS OF 09/30/2021 **\$3,747,845.04**

4.2% SALARY RAISE	\$157,409.49	Increased Salary with 4.2% raise for each non-union employee	\$3,905,254.53	\$157,409.49
Number of Non-union employees (except City Clerk)	93	Fringe Benefits	\$	67,686.08
Raise per non-union employee	\$1,692.58	Total Increase Value	\$	225,095.57
	\$3,905,254.53	Value of 15% Included in Budget	\$	(82,352.04)
		Amount Needed for Non-Union	\$	142,743.53