

City of Quincy

City Hall

404 West Jefferson Street

Quincy, Florida 32351

www.myquincy.net



COMMISSION MEETING

Tuesday, April 13, 2021

6:00 PM

City Hall

Commission Chambers

City Commission

Mayor Ronte R. Harris ~ District III

Mayor Pro-Tem Angela G. Sapp ~ District II

Commissioner Keith A. Dowdell ~ District I

Commissioner Freida Bass-Prieto ~ District IV

Commissioner Anessa A. Canidate ~ District V

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



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

AMENDED AGENDA

**April 13, 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 Honoring National Public Safety Telecommunicator Week
 - Mayor Ronte Harris, District 3

Items for Consent by the Commission

2. Approval of Minutes of the March 23, 2021 Regular Meeting
 - Janice Shackelford, City Clerk
3. Approval of Minutes of the April 2, 2021 Special Meeting
 - Janice Shackelford, City Clerk
4. Joyland Status Update Report
 - Marcia Carty, Acting City Manager
 - Robert Nixon, CRA Manager
5. Police Department Workload Solutions
 - Marcia Carty, Acting City Manager
 - Robert Mixson, Police Captain
6. Cathodic Protection and Ground Bed Emergency Replacement
 - Marcia Carty, Acting City Manager
 - Robin Ryals, Utilities Director

7. Request to Purchase SCBA - Airpacks
 - Marcia Carty, Acting City Manager
 - Anthony Baker, Interim Fire Chief
8. Continuation of Grant Between BRACE/AmeriCorps/VISTA with City of Quincy
 - Marcia Carty, Acting City Manager
 - Beverly Nash, Grant Writer

~~9. Public Works Land Purchase~~ **AGENDA ITEM REMOVED**

- Marcia Carty, Acting City Manager
- Reggie Bell, Public Works Director
- Gary Robert, City Attorney

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

10. Re-Opening the City – Gadsden County Resolution No. 2021-17
 - Marcia Carty, Acting City Manager
 - Mayor Ronte Harris, District 3
11. Cinco De Mayo by Friends of Tanyard Creek
 - Marcia Carty, Acting City Manager
 - Charles Hayes, Interim Planning Director
12. Request to Use Quincy Business Park
 - Marcia Carty, Acting City Manager
 - Charles Hayes, Interim Planning Director
 - DeCody Fagg, Parks and Recreation Director
13. Request for Variance of Local Alcohol Sales Ordinance
 - Marcia Carty, Acting City Manager
 - Robert Nixon, CRA Manager

Reports by Boards and Committees

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

Comments

- a) City Manager
- b) City Clerk
- c) City Attorney
- d) Commission Members

Comments from the Audience

Adjournment

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

City of Quincy Mayor's Proclamation

Honoring and Commending Quincy Police Department Communications Division NATIONAL PUBLIC SAFETY TELECOMMUNICATOR WEEK April 11, 2021 – April 17, 2021

WHEREAS, it is fitting that this Commission pause to specially recognize those individuals who work diligently to ensure the safety and well-being of all their fellow citizens; and

WHEREAS, while the firefighters, the police officers, and the medical responders of this State may serve as the public faces of emergency response, there exists a legion of dedicated public safety servants who operate unseen: the public safety telecommunicators who answer countless calls every day across Florida; and

WHEREAS, the Quincy Police Communications Division never goes without staff; someone is always available to dispatch whatever emergency assistance a given situation may warrant; and

WHEREAS, last year, the Communications Division logged nearly 35,000 computer aided dispatch codes for police, fire, or emergency medical personnel on behalf of the Citizens of Quincy; while this task may seem daunting, the Communications Division highly trained staff of telecommunications professionals handle every call with the utmost care and efficiency; and

WHEREAS, these men and women, who work to protect the health and safety of all the people of Quincy, deserve the accolades and celebration afforded during this 2021 year's National Public Safety Telecommunicator Week; and

WHEREAS, the staff of the Quincy Police Department Communications Division exemplify the spirit and commitment that are characteristic of all true Floridians, and they should be duly recognized; and

NOW, THEREFORE, BE IT PROCLAIMED, that I, Mayor Ronte R. Harris, along with my colleagues: Mayor Pro-Tem Angela G. Sapp, Commissioner Keith A. Dowdell, Commissioner Freida Bass-Prieto, Commissioner Anessa A. Canidate, and the Citizens of the City of Quincy, Florida do hereby honor and commend the **QUINCY POLICE COMMUNICATIONS DIVISION** on the occasion of **National Public Safety Telecommunicator Week, April 11-17, 2021**. We thank them for all they have done to ensure the safety and well-being of the people of Quincy and this State, and extend to them our best wishes for every success in the future.

Dated this 13th Day of April, 2021

Ronte R. Harris
Mayor of City of Quincy

Janice Shackelford Clemons
City Clerk

Jack L. McLean Jr.
City Manager

CITY COMMISSION
Tuesday, March 23, 2021
6:05 P.M. (Eastern)

REGULAR MEETING
QUINCY, FLORIDA 32351

CITY COMMISSION VIRTUAL REGULAR MEETING MINUTES

The City of Quincy City Commission met in a regular virtual session via Zoom Communication and Video Conferencing on Tuesday, March 23, 2021, with **Mayor Ronte Harris** presiding and the following Commissioners present:

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

City Staff and Guests:

Marcia Carty, Acting City Manager and Finance Director
Gary Roberts, City Attorney
Janice Shackelford Clemons, City Clerk
DeCody Fagg, Parks and Recreations Director
Reggie Bell, Public Works Director
Ann Sherman, Director of Human Resources and Customer Service
Anthony Baker, Interim Fire Chief
Dr. Beverly Nash, Grants
Vancheria Perkins, Executive Assistant to the City Manager
Robin Ryals, Utilities Director
Rob Nixon, CRA Manager
Charles Hayes, Procurement Officer
Jim Southerland Sr., WQTN-13 Administrator
James McKenzie, IT Administrator

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

- **Called to Order:**

Mayor Harris called the regular meeting to order at 6:05 pm., with the Rev. Robin Ryals providing the Invocation. Mayor Harris led the reciting of the Pledge of Allegiance and requested a roll call.

- **Approval of Agenda**

Mayor Harris stated that before the Commission was an amended agenda.

Mayor Harris asked what the will and pleasure of the Commission is to approve the amended agenda.

Commissioner Dowdell offered a motion to approve the amended agenda as printed.

Mayor Pro Tem Sapp seconded the motion.

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

The Motion carried 5 to 0.

Executive Session

None

Special Presentations

Presentation of Information Technology | Fiber Optic | WQTN Broadcasting

- James McKenzie, IT Administrator
- Jim Southerland, WQTN

Mayor Harris stated that the first item on the amended agenda was a special presentation by James McKenzie, IT Administrator, and Jim Southerland, WQTN.

Mayor Harris recognized IT Administrator James McKenzie.

Summary of the Discussion by the Staff and the Commission

IT Administrator James McKenzie provided the Commission with a 30-, 60-, and 90-day overview plan.

IT Administrator James McKenzie provided the Commission a 30-day discovery overview of findings.

IT Administrator James McKenzie's overview plan/findings are as follow:

- Network instabilities, file server access instability, multiple internet outages, an absence of help desk management system, and printers not functioning and are without service support, to name a few.
- There had been multiple quick fixes that solved many of the problems.

- He had been on call during the quick fixes.
- He is the brake/fix guy. When something breaks, he fixes it.
- He only gets involved when necessary.
- There had been problems with the system giving out IP addresses.
- Many IT administrative tasks could be done remotely.
- There are plans to remove or hide all loose wiring in the chambers.
- The City of Quincy and Fire Department operate off 18 servers.
- The Police Department operates off five servers.
- During the 60-day phase, the process begins with immediate mitigating issues identified in the first 30-day phase.
- The 60-day phase allowed them to stabilize the functionality of the primary database (ADG) server, perform minor wire management in the Commission Chambers, gain familiarity and provide leadership to the video production division, to name a few.
- Provided an overview of the City's internet and firewall protection.
- The City wants to go is with virtual servers instead of physical servers.
- Provided an overview of the VMWare Platform and its benefits.
- New switches were purchased, in preparation of installing the new Comcast phone system.
- The world is moving to keyless entries.
- Keyless entries could provide limited departmental elevated privileges.
- The 90-day implementation phase would transition from a consumer brand to an enterprise brand.
- During the 90-day implementation phase would begin with an implementation of a help desk that would track service and resolve issues.
- This phase would also assist the Media Department with PTZ Camera implementation for the Commission Chambers and Media Green Room.
- The process of HR locating a permanent IT Manager should begin in this phase to reduce his role and start his transitioning to a support role.

- Provided a status report of the Smart Grid installation components.
- The deadline to have everything completed is June 30, 2021.
- Weekly meetings with outside vendors are being conducted to ensure that the deadline is met.

At the conclusion of IT McKenzie's findings/report, Mayor Harris thanked IT Administrator James McKenzie for his presentation.

Mayor Harris recognized Commissioner Bass-Prieto.

Commissioner Bass-Prieto asked if the home meters were being tested on accuracy.

Mayor Harris recognized Commissioner Dowdell.

Commissioner Dowdell commended IT Administrator James McKenzie on delivering an excellent presentation.

Commissioner Dowdell stated that the citizens would bear the cost of the new IT implementation.

Acting City Manager Marcia Carty stated that 100 percent of what IT Administrator James McKenzie presented is funded through budgeting.

Mayor Harris recognized Mayor Pro Tem Sapp.

Mayor Pro Tem Sapp stated that the Commission is not trying to raise the citizen's utility rates.

Mayor Pro Tem Sapp stated that the Commission is doing its absolute best to improve the quality of life for its citizens.

Commissioner Bass-Prieto stated that pay, as you go, has its advantages.

Commissioner Bass-Prieto stated that by using real-time usage, citizens would be able to determine where the high volume of usages are coming from.

Mayor Harris thanked IT Director James McKenzie for an excellent presentation!

Proclamations

None

Items for Consent by the Commission

1. Approval of Minutes of the March 9, 2021, Regular Meeting
 - Janice Shackelford-Clemons, City Clerk

2. Human Resources Monthly Report
 - Marcia Carty, Acting City Manager
 - Ann Sherman, Human Resources Director
3. Customer Service Monthly Reports
Jump Start | Fresh Start | Net New Customers | Deposit Report
 - Marcia Carty, Acting City Manager
 - Ann Sherman, Human Resources Director
4. Police Monthly Reports
Traffic Report | Monthly Crime Report
 - Marcia Carty, Acting City Manager
 - Robert Mixon, Police Captain
5. Fire Monthly Reports
Monthly Activity Report | District Calls
 - Marcia Carty, Acting City Manager
 - Anthony Baker, Interim Fire Chief
6. Finance Monthly Reports
P-Card Statements | Allocations | Arrearage Report | Cash Requirements | Financial Report
 - Marcia Carty, Acting City Manager/Finance Director
7. Crane Rental Request for New Transformer
 - Marcia Carty, Acting City Manager
 - Robin Ryals, Utilities Director
8. Utility Adjustments for Upcoming FDOT Project on North Adams Street
 - Marcia Carty, Acting City Manager
 - Robin Ryals, Utility Director
9. United States Department of Agriculture (USDA), Rural Business Development (RBD) Program (Florida), Rural Business Enterprise Grants in Partnership with the North Star Legacy Communities Initiatives
 - Marcia Carty, Acting City Manager
 - Beverly Nash, Grant Writer
10. State of Florida Department of Transportation RESOLUTION – Utility Agreement
 - Marcia Carty, Acting City Manager
 - Robin Ryals, Utilities Director

Summary of the Discussion by Staff and the Commission.

Mayor Harris stated that the next item on the amended agenda is the Items for Consent by the Commission.

Mayor Harris asked what the will and pleasure of the Commission is.

Mayor Harris recognized Commissioner Canidate.

Commissioner Canidate offered a motion to approve the items for consent with the removal of item #9 and adding item #10 to the amended agenda.

Mayor Pro Tem Sapp seconded the motion.

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

The Motion carried 5 to 0.

Public Hearings and Ordinances as Scheduled or Agendaed

None

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

None

Resolutions

None

Reports, Requests, and Communications by the City Manager

None

Reports by Boards and Committees

None

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

None

Comments

- City Manager

Acting City Manager Marcia Carty

- Grateful that City Manager Jack L. McLean Jr. is on the road to recovery.
- Appreciates the Commission allowing her to lead the City Staff in the absence of the City Manager.
- Thanked the Directors for all the work being done and support.
- Thanked Public Works for all the painting and cleaning around City Hall.
- Thanked the Police Department for ticketing individuals driving big trucks through residential areas.
- Thanked the Utilities Department for putting up the lights downtown.

City Clerk Janice Shackelford

None

City Attorney Gary Roberts

- Announced an executive session in Daniel McMillian vs. the City of Quincy before the next Commission regular meeting beginning at 5:45 p.m.

Commission**Commissioner Bass-Prieto**

- Thanked Public Works for the new speed humps on Love and 9th Street.
- Thanked Public Works for removing the trash on Washington Street.
- Asked for the status of the manpower in the police department.
- Stated that Rebuild Florida Home Repair is assisting individuals with damages to their homes caused by Hurricane Michael.
- Provided information to the County's Ship program that are assisting individuals that are in need.
- Provided information to the World Home Direct Repair.
- Stated she wants to see as many individuals take advantage of these programs for assistance.
- Stated she had been going door-to-door in her district seeking out individuals who could benefit from these services.
- Stated FEMA has burial assistance funds for those who have passed away from Covid-19.
- Stated spring is in the air and that the City is beautiful with all the flowers blooming and birds singing.
- Happy Easter to all!

Commissioner Dowdell

- No comments

Commissioner Canidate

- Thanked Ms. Carty for her quick response to her email.
- Stated that spoke to a constituent regarding homeless who may not know that they are eligible to receive the stimulus checks.
- Stated that, if possible, a flyer could be given out at the customer service window to indicate that HR Block would assist in helping secure these funds for the homeless and seniors if we could identify who they are.

Mayor Pro Tem Sapp

- Stated that it is an honor to serve on a board with knowledgeable people.
- Stated that her Facebook page shares many links to organizations that would assist with funerals and housing repairs from Covid-19 related deaths and Hurricane Michael.
- Stated that all public service announcements are linked to her Facebook page.
- Stated that the flowers are beautiful around the City.
- Commended Acting City Manager and Directors for doing a beautiful job the past two weeks.
- Thanked Captain Mixon.
- Stated that people moved into municipality because of the strictness in the law, and we must be mindful that we are still in a pandemic, and it is a must to keep everything that's in place, in place.
- Stated that we must support the Police Department to actively keep these restrictions in place.
- Stated that a Code Enforce Officer should be hired to continue containing some of the misbehavior that went on prior to Covid-19.
- Stated that there is some illegal activity around Campbell Kelly Park.
- Stated that there is a water leak at 312-313 Cooper Street.
- Thanked Public Works Director Reggie Bell.
- Stated that she enjoyed the meeting.

Mayor Harris

- Thanked Commissioner's Bass-Prieto and Commissioner Canidate for bringing the public resources to the meeting.
- Asked if the public resource of information can be placed on a flyer and sent out in a mass mailer to citizens.
- Stated that, on the north side of Canal Street, the curb stays wet.
- Thanked Ms. Carty for her leadership.
- Stated that there is a need to hire a Code Enforcement Officer.
- Commented on the Joyland letter.

Comments from the Audience

None

There being no further business to discuss. The adjournment was motioned by Mayor Harris and seconded by Mayor Pro Tem Sapp at 7:45 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

CITY COMMISSION
FRIDAY, April 2, 2021
12:15 P.M. (Eastern)

SPECIAL MEETING
QUINCY, FLORIDA 32351

CITY COMMISSION VIRTUAL SPECIAL MEETING MINUTES

The City of Quincy City Commission met in a regular virtual session via Zoom Communication and Video Conferencing on Friday, April 2, 2021, with **Mayor Ronte Harris** presiding and the following Commissioners present:

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

City Staff and Guests:

Marcia Carty, Acting City Manager and Finance Director
Gary Roberts, City Attorney
Janice Shackelford Clemons, City Clerk
DeCody Fagg, Parks and Recreations Director
Reggie Bell, Public Works Director
Ann Sherman, Director of Human Resources and Customer Service
Anthony Baker, Interim Fire Chief
Dr. Beverly Nash, Grants
Vancheria Perkins, Executive Assistant to the City Manager
Robin Ryals, Utilities Director
Rob Nixon, CRA Manager
Charles Hayes, Procurement Officer

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

- **Called to Order:**

Mayor Harris called the special meeting to order at 12:15 pm.

- **Approval of Agenda**

Mayor Harris stated that before the Commission is one item on the agenda.

Summary of the Discussion by the Commission

Mayor Harris asked what is the will and pleasure of the Commission to extend Marcia Carty's capacity as Acting City Manager for 30 days or until the City Manager Jack L. McLean Jr. returns.

Commissioner Bass-Prieto offered a motion to extend Marcia Carty's capacity as Acting City Manager for 60 days or until the City Manager Jack L. McLean Jr. returns.

Commissioner Dowdell stated that 30-day extension would be sufficient to see where we are with the city managers return.

Commissioner Bass-Prieto amended her motion to extend Marcia Carty's capacity as Acting City Manager for 30 days or until the City Manager Jack L. McLean Jr. returns.

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

The Motion carried 3 to 0.

There being no further business to discuss. The adjournment was motioned by Mayor Harris and seconded by Commissioner Dowdell at 12:28 pm.

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

Submitted by Janice Shackelford Clemons, City Clerk.

APPROVED:

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

ATTEST:

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

**City of Quincy
City Commission
Agenda Request**

Date of Meeting: April 13, 2021

Date Submitted: April 8, 2021

To: Honorable Mayor and Members of the Commission

From: Marcia Carty, Acting City Manager
Robert Nixon, CRA Manager

Subject: Joyland Water System-Customer Utility Rates and
Investment Recovery

Issue:

On June 23, 2020, the City Commission unanimously voted to authorize the purchase of the Joyland Subdivision Water System and related properties. The total price for this acquisition is \$65,000. Subsequently, the City of Quincy's Utility's Director provided a plan for the Joyland system's integration into the City's water infrastructure and timeframe for completion which included the permitting process.

The Joyland water system and land purchased in October 2020; and the complete transfer activity was finalized in November 2020. The Finance Department prepared several analyses to determine the rate to charge the new customers. Various scenarios were posed for consideration, such as, keeping the higher rate that they were paying the original owner or charging Joyland residents what Quincy would charge any customer residing outside of the City limits. It was concluded that at a rate of \$30 monthly, in addition to the charge for water usage, for approximately fifty (50) customers for thirty-six (36) months, \$54,000 of the projected \$125,000 to be spent could be recovered. The alternative would be to simply charge the Joyland customers the connection charge of \$700 as any other new customer would've been charged.

Background:

Since November of 2020, Joyland customers had not been charged for service. Before Joyland customers could be charged, the City was required to secure guidance Florida

Public Service Commission. In February, 2021, the case was administratively approved which allowed Quincy to charge whatever rate would permit the City to recover some or all of the investment and a reasonable rate to bill for services.

In March 2021, the City of Quincy started billing Joyland residents on the 2nd cycle, at the same rate as any customer residing outside of the city limits. Staff had planned to coordinate a town hall meeting to explain the actual amount each customer would be charged for the new service including a fee to recover the initial investment used to purchase the Joyland system and implement system upgrades. A Joyland community representative was told previously that there would be some determined charge to repay the City's investment.

Staff is requesting that the City Commission provide direction in determining what payment solution would be most appropriate to ensure that Joyland residents are charged an affordable rate for water services while facilitating some recovery of the initial investment made by the City to acquire and upgrade the Joyland water system.

Options:

Option 1: Charge a special fee in addition to the water service fee to recover the \$54,000 of the City's projected investment over a three-year period.

Option 2: Charge an adjusted maintenance fee for customers

Option 3: Provide Direction

Staff Recommendation:

Option 3:

**City of Quincy
City Commission
Agenda Request**

Date of Meeting: April 13, 2021

Date Submitted: April 5, 2021

To: Honorable Mayor and Members of the City Commission

From: Jack L. McLean Jr., City Manager
Robert Mixson, Police Captain

Subject: Police Department Workload Solutions

Statement of Issue:

The Quincy Police Department has a total of 27 sworn officers for the 2020-2021 FY. One position, the Drug Investigator Position, was added to the 2020-2021 FY budget - five (5) positions are vacant within the Police Department:

POSITION	Number of Positions	Actual Staffing
Chief	1	1
Captain	1	1
Lieutenants	3	3
Sergeants	4	4
Investigators	3	1
Patrol Officers	15	12
	27	22

Reasons:

- COVID – Police Officers being infected and general societal attitudes.
- Students are not attending Law Enforcement Academies to become Police Officers.
- Cost of the academy (about \$3,600) is reducing the enrollment rate.
- Higher paying starting salaries at GCSO, FSU, LCSO, and TPD (\$39,000 to \$44,000). City of Quincy starts at \$35,300.
- We are not FRS (Officers leaving for FRS positions).

Other Concerns:

- QPD has 6 officers in our training program with less than 4 months of Field Training experience. These recruit officers are paired with a training officer and goes through 4 phases to further develop their skills and knowledge.
- QPD is operating with one Sergeant on FMLA who will return on or about April 19th, 2021.
- QPD is operating with the Chief of Police out on FMLA.

Viable Solutions:

1. Across the board increase in salary for officers of 5%, in order to increase starting salary to \$37,218. This will assist in the retention and recruitment of Police Officers.
2. County and City outreach looking for viable candidates that live in Gadsden County and the City of Quincy.
3. Enroll the City in FRS (investigative process already started)
4. Provide a contract to pay on behalf of the current and future applicants the \$3,600 cost to attend the Law Enforcement Academy. Contract would pay for the student's academy, and then allow QPD to retain the individual for 2 years after the certification/passing the state officer certification exam under a "T.E.A." (Temporary Employment Authorization).

Timeline:

1. March 8th, 2021
 - a. Discussion and delivery of applications to current students who are in the academy.
 - b. Career Source to post/advertise for our positions
 - c. Human Resources Dept. to advertise on various platforms.
2. NLT April 5th, 2021 Applications received at Human Resources/Quincy Police
 - a. Ongoing, continuous acceptance of applications for potential applicants looking for jobs. Focus on City of Quincy applicants.
3. April 8th, 2021 – Interview process began
 - a. Selection of potential applicants for conditional offers.
 - b. Background checks on those who are given conditional offers.
 - c. Psych, Medical check, etc...
4. Week of May 10th and May 17th, 2021 – New officers start employment.
5. Week of May 24, 2021 - Consideration of police officers residing in the City of Quincy or Gadsden County for the "Take Home Police Car" Program.

POLICE DEPARTMENT SALARIES (impacted by 5% increase)

EMP#	HOURLY RATE	Current Annual Salary	5% Increase	Revised Annual Salary
600	28.24	\$61,676.16	\$3,083.81	\$64,759.97
842	32.33	\$67,246.40	\$3,362.32	\$70,608.72
1274	19.26	\$42,063.84	\$2,103.19	\$44,167.03
1693	17.06	\$37,259.04	\$1,862.95	\$39,121.99
859	21.26	\$46,431.84	\$2,321.59	\$48,753.43
899	24.35	\$53,180.40	\$2,659.02	\$55,839.42
951	21.53	\$47,021.52	\$2,351.08	\$49,372.60
1549	19.26	\$42,063.84	\$2,103.19	\$44,167.03
1584	19.74	\$43,112.16	\$2,155.61	\$45,267.77
1592	17.06	\$35,484.80	\$1,774.24	\$37,259.04
1593	17.06	\$37,259.04	\$1,862.95	\$39,121.99
1639	17.06	\$37,259.04	\$1,862.95	\$39,121.99
1641	17.06	\$37,259.04	\$1,862.95	\$39,121.99
1702	16.64	\$36,341.76	\$1,817.09	\$38,158.85
1708	16.64	\$36,341.76	\$1,817.09	\$38,158.85
1712	16.64	\$36,341.76	\$1,817.09	\$38,158.85
1716	16.64	\$36,341.76	\$1,817.09	\$38,158.85
1720	16.64	\$36,341.76	\$1,817.09	\$38,158.85
1721	16.64	\$36,341.76	\$1,817.09	\$38,158.85
1737	16.23	\$35,446.32	\$1,772.32	\$37,218.64
1740	16.32	\$35,642.88	\$1,782.14	\$37,425.02
1741	16.23	\$35,446.32	\$1,772.32	\$37,218.64
1742	16.23	\$35,446.32	\$1,772.32	\$37,218.64
1743	16.23	\$35,446.32	\$1,772.32	\$37,218.64
1744	16.23	\$35,446.32	\$1,772.32	\$37,218.64
1745	16.23	\$35,446.32	\$1,772.32	\$37,218.64
		\$1,053,688.48	\$52,684.42	\$1,106,372.90

Options:

Option 1: Vote to approve the suggested viable workload solutions presented by Quincy Police Department.

Option 2: Provide Direction

Staff Recommendation:

Option 1

**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

MEETING DATE: April 13, 2021

DATE OF REQUEST: April 5, 2021

TO: Honorable Mayor and Members of the Commission

FROM: Marcia Carty, Acting City Manager
Robin Ryals, Utilities Director

SUBJECT: Cathodic Protection and Ground Bed Emergency Replacement

Statement of Issue:

The Utilities Department Natural Gas Division would like to begin working as quickly as possible to re-engineer and replace the Cathodic Protection System located on South Adams Street. It is very important in the corrosion removal of Natural Gas lines (over 70 miles) in the Quincy service area.

Background:

In early March the City Natural Gas Department (in its' monthly Protection Survey) discovered a decrease in DC Voltage and amperage on the City's gas system. This survey is in the PSC Rules and PHMSA Part 49-192 Pipeline Safety Regulations. This is a mandatory compliance issue. The Gas Superintendent, Mr. Thomas Cone, suggested that Staff consult with the Corrosion Control Specialist, Mr. James Taylor, with Southern Cathodic Protection. Mr. Taylor confirmed the suspicions of Mr. Cone and said Staff needed to replace the "Sacrificial Anodes" with a new system upgrade including replacement of a 30 plus year old rectifier.

The engineers at SCP need to complete soil resistance tests and install new components to restore Federal and State compliance readings on the City of Quincy's Gas System. Also, if the City Staff is able to do part of the work such as boring and drilling holes deep into the soil Staff would be able to save money for the City by not having to hire contractors to do these jobs. This would likely save possibly \$13,000 to \$14,000 in costs. This New

Corrosion System would last 15 or 20 years and put the City back in the good graces of the Federal and State authorities. This repair is critical to rust and corrosion protection and system safety.

Staff Recommendation:

It is Staff opinion that the City is in an “emergency” situation. There is no other known Cathodic Protection Contractors who can do any better or might be willing to offset the costs thru City crews doing part of the work. Therefore, it is recommended that the Commission considers approving the quote from Southern Cathodic Protection for \$23,338.00 for Cathodic Protection Design, Parts and Labor to replace the faulty system currently in place on South Adams Street located at Tanyard Creek.

There is not an option to wait until the next year’s budget. Funds are currently available in GL numbers 405-520-532-30341 and 405-520-532-30343. If needed, funds are also available in GL number 405-520-532-30493 (this is a training line item and may be needed to supply some City purchases such as conduit and directional boring under South Adams Street to attach new wires to the Gas Main). This will basically wipe out Professional Services, Contractual services, and Training (Cathodic Protection). On the job training will be the teacher for all City Utilities Employees on this project.

Options:

- Option 1. Approve the request for Southern Cathodic Protection to replace the faulty Corrosion System
- Option 2. Wait until more vendors can be located and risk possible damage to the Gas Piping System as possible vendors are being sought after.
- Option 3. Provide Direction.

Recommended Option:

Option 1

ATTACHMENTS:

- Quote from South Cathodic Protection

April 1, 2021

Mr. Robin Ryals
City of Quincy
423 W Washington St
Quincy FL, 32351

RE: CITY OF QUINCY CATHODIC PROTECTION SYSTEM REPLACEMENT

Southern Cathodic Protection (SCP) is pleased to provide this proposal for the cathodic protection (CP) design, materials and installation for the replacement of the existing rectifier and ground bed in Quincy, Florida.

Scope of Work:

The scope of work consists of SCP replacing the failed rectifier and anode system in Quincy, Florida. SCP will provide the design, anodes, permanent reference cell, header cable, and new rectifier with built in interrupter.

Price:

CP Materials and Installation for the Conventional Anode System	\$23,338.00
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Qualifiers:

- 1) Conduit for the negative cable to the natural gas main supplied by others.
- 2) Equipment and labor to install anodes and positive cables to the rectifier to be supplied by the City of Quincy.
- 3) SCP will provide supervision and technical direction of entire project.
- 4) SCP will provide labor to install rectifier, junction box and complete connections.
- 5) SCP assumes all ROW, environmental, etc. permits are in place and approved, including any required for use of access roads; the costs to obtain such permits are excluded from pricing.
- 6) Schedule of work is to be mutually agreed upon.
- 7) Pricing does not include removal or replacement of asphalt, concrete, fencing or grass, seed, or straw.
- 8) Pricing does not include vacuum excavations, dewatering, hole shoring, sheet pile, etc. If required, SCP will submit additional pricing.
- 9) Rock Clause: Price for excavations considers favorable working conditions only. If conditions such as rock formations, high water table or any other unforeseen conditions arise requiring additional materials, time and labor, the designated owner representative will be notified and any additional costs approved prior execution and invoicing.

We trust you will find our proposal to be complete and satisfactory. If you have any questions, or require additional information, please feel free to contact me on my cellphone at 407-487-9021 or by email at james@cathodicprotection.com at your earliest convenience. We look forward to being of service to the City of Quincy in the future.

Sincerely,

James Taylor
Special Project Lead
Southern Cathodic Protection

Authorized Signature

Typed or Printed Name

PO Number

Date

**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

Date of Meeting: April 13, 2021

Date Submitted: April 7, 2021

To: Honorable Mayor and Members of the City Commission

From: Marcia Carty, Acting City Manager
Anthony J. Baker, Interim Fire Chief

Subject: Purchase of 10 Refurbished SCBA Air Pack Units

Statement of Issue:

The Fire Department is requesting approval to purchase 10 refurbished SCBA Air Pack Units (Self-Contained Breathing Apparatus).

Background:

During an inventory of the Fire Department current SCBA Air Pack Units, it was discovered that 10 of the units were out of compliance according to NFPA 1852: Standard on Selection, Care, and Maintenance of Open-Circuit Self-Contained Breathing Apparatus.

This standard establishes requirements for the selection, care and maintenance of self-contained breathing apparatus (SCBA) as required to reduce health and safety risks associated with improper maintenance, contamination or damage.

This standard shall specify minimum requirements for the selection, care and maintenance of open-circuit self-contained breathing apparatus (SCBA) and combination SCBA/supplied air respirator (SAR) that are used for respiratory protection emergency operations in environments where the atmosphere is Immediately Dangerous to Life and Health (IDLH) or could become oxygen deficient or IDLH.

The SCBA packs consist of a 45-minute air cylinder, mask and supporting pack. These air packs are necessary for fighting structure and car fires, along with any chemically or related hazardous environments.

Staff needs to purchase 10 complete SCBA air pack units to bring the Fire Department into compliance.

Analysis:

Two quotes have been obtained for the purchase of the SCBA air pack units.

One quote is from SCBA Sales & Rentals LLC, for 10 refurbished SCBA air pack units in the amount of \$25,696.78, equating \$2,810 each. With this quote, if 9 units are purchased, 1 unit is free.

The second quote is from MES for 25 new SCBA air pack units in the amount of \$225,250, equating \$9,010 each.

Funding for the purchase of 10 refurbished units is available in the Fire Department's budget.

Recommendation:

Option 1. Authorize the Fire Department to purchase 10 refurbished SCBA air pack units from SCBA Sales & Rentals, LLC.

Option 2. Provide direction.

Staff Recommendation:

Option 1.

Attachment:

- Quote from SCBA Sales & Rentals, LLC
- Quote from MES

SCBA Sales & Rentals LLC

162S 1900W Suite #300

Lindon, UT 84042

8773473990

sales@scbasalesco.com

www.scbasalesco.com



Quotation

ADDRESS

Anthony Baker
Quincy Fire Dept.
20 North Stewart Street
Quincy, FL 32351

SHIP TO

Anthony Baker
Quincy Fire Dept.
20 North Stewart Street
Quincy, FL 32351

QUOTATION # 5605**DATE 03/17/2021****SHIP DATE**

05/03/2021

SHIP VIA

Freight

DESCRIPTION OF PRODUCT**QTY****COST EA.****AMOUNT**

SCOTT 4.5 AP75 2013 SCBA Includes: Frame – AP75 Frame, Harness – Black AP75 Harness, Regulator – E-Z Flo® CBRN Regulator, Integrated PASS, Low Air Indicator – Heads Up Display with Quick Disconnect, Rapid Intervention – RIC / UAC Assembly and Drag Strap

10

1,995.00

19,950.00

NEW 45 Min. 4500 PSI Carbon Fiber Cylinder DOT & ISO Certified

10

590.00

5,900.00

SCOTT AV3000 HT Mask - Medium - 100% Overhauled & Sanitized

10

225.00

2,250.00

100% RECONDITIONED / REFURBISHED – All of our breathing air equipment is overhauled, reconditioned / refurbished to the highest standards by trained SCBA technicians and sold with our Limited Lifetime Warranty. Our SCBA are sold with a current Posichek 3 (USB) flo test certificate and all overhauled cylinders are sold with a current hydrostatic test.

1

0.00

0.00

LIMITED LIFETIME WARRANTY – We will warranty your SCBA for as long as you own them. SCBA Sales & Rentals also offers a free visual inspection and flo test every 12 months (shipping charges will apply). We will also overhaul your SCBA every 3-4 years for \$200.00 per SCBA.

WE WILL BEAT ALL PRICES – SCBA Sales & Rentals is determined & committed to providing you with our lowest SCBA & Cylinder prices as well as providing you with the highest quality of equipment available. We will beat any overhauled, reconditioned/ refurbished equipment dealer's published price by 5%. Simply send us a complete copy of the competitors current advert or quote to obtain a revised quote from us.

Shipping costs shown on quote are accurate. No hidden fees.

Quotation is valid until Dec 31, 2021.

We have sold over 250,000 SCBA over the past 30 years into 78 countries.

We are your # 1 source for Reconditioned SCBA.

All NEW Generic Carbon Fiber Cylinders are sold with a Lifetime Warranty.

1

0.00

0.00

Our Cylinders are made to SCBA Manufacturers' specs and are DOT & ISO approved/certified. Our Cylinders meet the highest quality standards in the industry. Valve should be overhauled every 3 Years.

We have sold over 550,000 NEW Cylinders with out a single failure or recall. When buying our NEW Carbon Fiber Cylinders you are buying with confidence.

DESCRIPTION OF PRODUCT

QTY

COST EA.

AMOUNT

Shipping costs shown on quote are accurate. No hidden fees.

Quotation is valid until Dec 31, 2021.

Thank you for the opportunity to provide this estimate.

We will beat any competitors price by 5%. Should you have a lower estimate than ours please contact us for revised estimate.

We take great pride in offering the highest quality equipment at the lowest prices.

SUBTOTAL

28,100.00

DISCOUNT 10%

-2,810.00

SHIPPING

406.78

TOTAL

USD 25,696.78

Accepted By

Accepted Date



3789 62nd Avenue North
Pinellas Park, FL 33781

Quote

Date 02/04/2021
Quote # QT1442889
Expires 03/06/2021
Sales Rep Mock, Kevin
PO #
Shipping Method FedEx Ground

Bill To

Quincy Fire Department
20 North Stewart St
Quincy FL 32351

Ship To

Quincy Fire Department
20 North Stewart St
Quincy FL 32351

Item	Alt. Item #	Units	Description	QTY	Unit Sales Pri...	Amount
X8914026305304			AirPak X3 Pro SCBA (2018 Edition) with Snap-Change Cylinder Connection, 4.5, Standard Harness w/ Parachute Buckles, Standard Belt with No Escape Rope, EZ Flo C Regulator with Quick Connect Hose (Rectus fittings) Universal EBSS Accessory Hose, No Airline Connection, No Spare Harness Kit, Pak-Tracker, No Case, Packaged 2 SCBA per Box (black)	25	6,450.00	161,250.00
FP1MK0000000000			Vision C5 Facepiece (NIOSH/NFPA Approved) Medium Face Seal, Kevlar Headnet, No Spare Headnet	25	310.00	7,750.00
200129-01			Snap-Change Cylinder, Carbon-Wrapped, Pressure 4500, 45 Minutes (at 40 lpm)	25	1,125.00	28,125.00
200129-01			Snap-Change Cylinder, Carbon-Wrapped, Pressure 4500, 45 Minutes (at 40 lpm)	25	1,125.00	28,125.00

Subtotal 225,250.00
Shipping Cost (FedEx Ground) 0.00
Total \$225,250.00

All Pricing per Lake County Contract with additional discount

This Quotation is subject to any applicable sales tax and shipping & handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current local tax information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1442889

**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

MEETING DATE: April 13, 2021

DATE OF REQUEST: March 30, 2021

TO: Honorable Mayor and Members of the City Commission

FROM: Marcia Carty, Acting City Manager
Dr. Beverly A. Nash, Grants

SUBJECT: Continuation of the Federal Grant between Communities Organizations Active in Disaster, Inc. d/b/a Be Ready Alliance Coordinating for Emergencies (BRACE)/AmeriCorps/VISTA Volunteers and the City of Quincy

Background:

On February 14, 2020, the City Commission approved and authorized the Mayor and/or City Manager to sign the AmeriCorps/Volunteers in Service to America (VISTA) Application and Proposed AmeriCorps/VISTA Assignment Description (VAD) for one (1) volunteer position under the job description of **Economic Development Specialist**.

On March 10, 2020, the City Commission approved the Memorandum of Understanding (MOU) between Communities Organizations Active in Disaster, Inc. d/b/a Be Ready Alliance Coordinating for Emergencies (BRACE)/AmeriCorps/VISTA Volunteers. The memorandum of understanding defined the responsibilities of the BRACE organization, as the Project Sponsor and the City of Quincy, as the Project Host and detailed the coordination of the assignment of the AmeriCorps BRACE/VISTA volunteer position.

The AmeriCorps BRACE/VISTA organizations conducted a nationwide application and recruitment search. **Mr. Hunter Harris** was vetted by the BRACE organization for the position. Mr. Harris is a 2017 graduate of the University of South Florida with a major in International Studies (emphasis on Policy/Economic Development) and a minor in History. In addition, he has a Master's degree from University of Glasgow, Scotland, United Kingdom in International Relations completed in 2019. His experiences included: eleven and one half months in Vietnam as an English teacher, resident assistant while at the University of Glasgow and orientation team leader while at the University of South Florida.

The average market value for this federally funded grant volunteer position (per BRACE) for Year 1 was: \$58,000 (included benefits). In Year 2, the average market value is: \$59,740.00 (includes benefits and 3% cost of living). The AmeriCorps BRACE/VISTA organizations provide (as a condition for service) the volunteer member: travel allocation, along with a bi-monthly living expense stipend and medical benefits.

The physical commitment by the City of Quincy has been office space, a computer and office supplies. **Mr. Harris' start date was: July 20, 2020 and service end date: July 19, 2021 (Year 1). Second year start date will be: July 20, 2021 and service end date: July 19, 2022.**

Statement of Issue:

The organizations have recommended a 2nd year for the City of Quincy. In order to extend this partnership, the City of Quincy must agree to a **match/share cost of \$6,500.**

AmeriCorps BRACE/VISTA (Federal Grant)	Federal Share	City of Quincy Share
Year 1 (2020-2021)	\$58,000.00 (included benefits)	\$0.00
Year 2 (2021-2022)	\$59,740.00 (includes benefits and 3% cost of living)	\$6,500.00
TOTAL	\$117,740.00	\$6,500.00

GL Numbers:

Category (split between two GL Numbers)	GL Number	Amount	Total
Revenue #1	001-366-10011	\$29,870.00	
Revenue #2	403-343-16710	\$29,870.00	\$59,740.00
Expenses #1	001-160-512-30341	\$3,250.00	
Expenses #2	403-520-531-30341	\$3,250.00	\$6,500.00

Job Number: 116

City Commission Action Needed:

Options:

- Option 1: Vote to approve the continuation of service by Mr. Hunter Harris in partnership with AmeriCorps BRACE/VISTA and authorize the Mayor and/or City Manager and/or Acting City Manager to sign the 2nd year volunteer position (federally-funded grant) and Memorandum of Understanding (MOU).

Option 2: Vote to deny the continuation of service by Mr. Hunter Harris in partnership with AmeriCorps BRACE/VISTA and not authorize the Mayor and/or City Manager and/or Acting City Manager to sign the 2nd year volunteer position (federally-funded grant) and MOU.

Option 3: Guidance and instructions provided by City Commissioners.

STAFF RECOMMENDATION:

Option 1.

Attachments:

- Exhibit A: Memorandum of Understanding (MOU) between Communities Organizations Active in Disaster, Inc. d/b/a Be Ready Alliance Coordinating for Emergencies (BRACE) – Year 2.
- Exhibit B: VISTA Assignment Description (VAD): Economic Development Specialist
- Exhibit C: BRACE/VISTA Member Performance Review – October 22, 2020 and February 25, 2021 (Quarterly)
- Exhibit D: Letter from BRACE, Pensacola, Florida

AmeriCorps/VISTA FL Panhandle Disaster Recovery MOU

Memorandum of Understanding (MOU) between

Communities Organizations Active in Disaster,

Inc.

d/b/a Be Ready Alliance Coordinating for Emergencies (BRACE)

&

City of Quincy

This Memorandum of Understanding (MOU) establishes a collaborative partnership between the above entities from July 20, 2021 through July 19, 2022.

This document defines the responsibilities of Communities Active in Disaster, Inc. d/b/a Be Ready Alliance Coordinating for Emergencies (BRACE) and hereinafter BRACE, as the Project Sponsor and City of Quincy as the Project Host Site with respect to the assignment of 1 AmeriCorps VISTA member to perform services with governmental partners and long term recovery organizations to assist the disaster impacted communities they serve. Community needs and project-related tasks are outlined in the Performance Measures section of the Project Host Site Application. The obligations of the parties hereto are subject to and governed by the terms and conditions of the Memorandum of Agreement between the Corporation for National & Community Service (CNCS) and BRACE, CNCS Project Number 12VSSFL004, which is incorporated herein by reference, and federal laws and regulations and CNCS policies applicable to the project, or which may become applicable to it subsequent to the execution of this Memorandum of Understanding (MOU).

1. As the Project Sponsor, BRACE will:

- a. Serve as the Fiscal Agent and overall administrator for the grant and provide overall supervision of the grant, provide assistance to the Project Host Sites and VISTA members in support of grant implementation, and be the liaison between Project Host Sites, VISTA members and the Corporation for National and Community Service.
- b. Comply with the provisions of the Memorandum of Agreement between the Corporation for National & Community Service and BRACE.

- c. Assign VISTA placements to the Project Host Site for the duration of this Memorandum of Understanding subject to the availability of funding and recruitment/training deadlines for VISTA Virtual Member Orientation (VMO) set forth by the CNCS.
- d. Assist the Project Host Site with the development of VISTA member work plans and volunteer assignment descriptions (VAD). Provide approval of all VISTA work plans and VADs prior to submission to CNCS and the recruitment of VISTA candidates.
- e. Provide training for recruitment, screening, interviewing, and selection of VISTA candidates.
- f. Assist with the final interview prior to the selection of VISTA candidates.
- g. Submit all CNCS reports within required timeframe.
- h. Transfer VISTA member(s) from one placement to another to comply with terms and provisions of the grant or upon the request of the VISTA member with the approval of CNCS. In this scenario, Project Host Sites will be given 14 days' notice.

2. The Project Host Site will:

- a. Assign a Site Supervisor to provide day-to-day supervision of the activities of the VISTA member(s).
- b. Submit a proposed budget detailing member mileage reimbursement, professional development, the project cost share, (if applicable), and in-kind assistance for housing, meals, etc.
- c. Participate in training for recruitment, screening, interviewing, and selection of VISTA candidates.
- d. Submit a VISTA work plan/VISTA Assignment Description (VAD) for approval according to the project timeline prior to the recruitment of VISTA member(s).
- e. Recruit, screen, interview, select, and submit VISTA candidates to BRACE for concurrence and submission to CNCS for approval and placement at VISTA Virtual Member Orientation (VMO.) VISTA candidate applications must be submitted thru the AmeriCorps portal to BRACE for selection and concurrence prior to approval by CNCS.
- f. Project Host Site agrees to select a VISTA member within the timeframe required by CNCS. If a VISTA member has not been selected within the time period required by CNCS, the Project Host Site will forfeit its eligibility in the program. Final approval for all VISTA candidates to attend VMO is subject to review and approval by CNCS.
- g. Provide the VISTA member(s) site specific orientation and training in the first week of the member's term of service.

- h. Provide adequate working space, materials, supplies, and access to a phone and computer, if needed, to permit the VISTA member to perform the member's assigned duties.
- i. Ensure that VISTA members are equipped with the skills and training necessary to facilitate the functions assigned in the member's VAD.
- j. Use the approved VAD as the source of tasks and responsibilities for the VISTA member to empower the capacity building activities of the member.
- k. Ensure that VISTA members dedicate an average of 35-40 hours per week to their approved VISTA work plans and assignment descriptions to address the community needs identified in the approved Project Sponsor Application. VISTA member's personal and sick leave, as well as any accrued comp time, will be tracked on a bi-weekly basis through On Corps Reports. Project Host Sites should use their existing policies and procedures to account for a VISTA member's actual work schedule and hours served and must report this information to BRACE bi-weekly in accordance to the AmeriCorps Verification Schedule. Refer to the BRACE Member and Supervisor Handbook for specific details related to VISTA leave policies and procedures.
- l. Schedule and conduct weekly meetings with the VISTA member to discuss the project's progress and other concerns.
- m. Ensure that the VISTA member is reimbursed for all local travel associated with the project. Mileage reimbursement should be provided in accordance with the Project Host Site's existing policies and procedures, or in absence of such rates, BRACE's rate (\$.445 per mile), as well as reimburse for professional development, and the project cost share fee, if applicable.
- n. Allow the VISTA member to participate in scheduled professional development and training opportunities, site visits, and conference calls. It is recommended that Project Host Sites budget 5750 in professional development and training funds for their VISTA member. The VISTA member will be required to attend a training identified by the BRACE VISTA Supervisor for the purposes of completing In-Service Training (IST) requirements as set forth by CNCS.
- o. Allow the VISTA member to participate in disaster relief/emergency response efforts as directed by CNCS.
- p. Allow the VISTA member to participate in Days of Service (e.g., MLK Day of Service, National Volunteer Week, Make A Difference Day) should activities be organized by BRACE, the Project Host sub site or in the community where the VISTA member is serving.
- q. Inform the BRACE VISTA Supervisor of any changes in status of the VISTA and other concerns related to the VISTA Project (such as arrests, medical emergencies, etc.) within 24 hours.
- r. Project Host sub site must notify the BRACE VISTA Supervisor within 24 hours of the actual departure date of any VISTA member who leaves prior to the

completion of the 12-month service date and provide the reason why service is ending early.

- s. The Project Host Site agrees to assign Performance Measures to VISTA for monthly tracking, as well as provide project updates via quarterly Project Progress Reports (PPR) with VISTA member input. Updates are due according to the following schedule:

Reporting Periods and Due Dates

April 1 through June 30	July 15, 2021
July 1 through September 30.....	October 15 2021
October 1 through December 31...	January 15, 2022
January 1 through March 31	April 15,2022
April 1 through June 30.....	July 15, 2022
July 1 through September 30.....	October 15 2022

3. Joint Responsibilities

Both parties to the Memorandum of Understanding shall:

- a. Make every reasonable effort to ensure that the health and safety of the VISTA members are protected during the performance of their assigned duties. Neither BRACE nor the Project Host Site shall assign or require VISTA members to perform duties which would jeopardize their safety or cause them to sustain injuries.
- b. Ensure that persons selected as VISTA members are not related by blood or marriage to Project Host Site staff, Project Sponsor staff, officers or members of the Project Host Site's or the Project Sponsor Site's boards of directors, or responsible program staff at CNCS.
- c. Neither the Project Sponsor nor the Project Host Site has the discretion or authority to dismiss or separate a VISTA member from service; CNCS is the sole authority that can terminate a VISTA member's term of service. The Project Site should document any performance or behavior issues and immediately report them to BRACE. The BRACE VISTA Supervisor will report such incidences to the

appropriate CNCS office and resolve them in accordance with rules governing the grant. This is necessary to provide VISTA members due process.

4. Non-Discrimination & Sexual Harassment

- a. No person with responsibilities in the operation of the project shall discriminate against any VISTA member, member of the staff of, or beneficiary of the project with respect to any aspect of the project on the basis of race, religion, color, national origin, sex, sexual orientation, age, disability, political affiliation, marital or parental status, or military service.
- b. Sexual harassment is a form of discrimination based on sex, which is prohibited as addressed directly above. As a recipient of federal financial assistance from CNCS, the Project Sponsor and Project Host Site are responsible for violations of the prohibition against sexual harassment and for taking corrective action and/or disciplinary action if violations occur. Such sexual harassment violations include:
 - i. Acts of "quid pro quo," sexual harassment where a supervisor demands sexual favors for service benefits, regardless of whether the Project Sponsor or Project Host Site, their agents, or supervisory employees should have known of the acts.
 - ii. Unwelcome sexual advances, request for sexual favors and other verbal or physical conduct of a sexual nature which have the purpose or effect of creating an intimidating, hostile, or offensive service environment.
 - iii. Acts of sexual harassment toward fellow AmeriCorps VISTA members or non-employees, where the Project Sponsor or Project Host Site, their agents, or supervisory employees knew or should have known of the conduct, unless they took immediate and appropriate corrective action.

5. Legal Restrictions

VISTA members should work to emphasize the mobilization of local human, financial, and material resources, the transference of skills to community residents, and the expansion of the capacity of the low income community to solve its own problems. VISTA members should NOT perform administrative duties except for those related to the goals and objectives identified in their work plan.

The Project Host Site agrees that no VISTA member assigned under this MOU shall participate in:

- a. Partisan and non-partisan political activities, including voter registration.
- b. Direct or indirect attempts to influence passage or defeat of legislation or proposals by initiative petition.
- c. Labor or anti-labor organization or related activities.

- d. Religious instruction, worship services, proselytization, or any other religious activity as an official part of their duties.

The Project Host Site further agrees not to:

- e. Carry out projects (related to VISTA) resulting in the identification of such projects with partisan or non-partisan political activities, including voter registration activities or providing voters transportation to the polls.
- f. Assign VISTA members to activities that would result in the hiring or displacement of employed workers, filling-in for absent employees or supervisors, or impairing existing contracts for services.
- g. Approve the involvement of any VISTA member assigned to it in planning, initiating, participating in, or otherwise siding or assisting in any demonstrations whatsoever.
- h. Accept, or permit the acceptance of, compensation from the VISTA members or from beneficiaries for the service of the VISTA members.

6. Modifications

This Memorandum of Understanding may be amended at any time by an agreement in writing executed by authorized representatives of the Project Sponsor and Project Host Site.

7. Termination

- a. BRACE will use the above provisions to determine continued eligibility of the City of Quincy to be a Project Host Site. Failure to comply with any of the roles and responsibilities as outlined in this MOU will result in responsive and corrective action to include removal of the VISTA member placed at your site. In this case, the BRACE Initiative will provide 14 days' notice of termination of and/or VISTA removal/transfer from the project.
- b. Any termination of the Memorandum of Understanding between BRACE as the Project Sponsor and the Corporation for National & Community Service will result in the termination of all provisions of this Memorandum of Understanding.

Signatures for MEMORANDUM OF UNDERSTANDING between BRACE and the City of Quincy:

Signature 

Michelle M. Luckett
CEO
Be Ready Alliance Coordinating for Emergencies

Signature _____

Jack McLean Jr. and/or Marcia Carty
City Manager and/or Acting City Manager
City of Quincy, Florida 32351

04/6/2021

VISTA Assignment Description (VAD)

City of Quincy, Florida 32351

VISTA Volunteer: Hunter Harris

Position	Economic Development Specialist
Project Period	July 20, 2020 — July 19, 2022
Project Name	BRACE/VISTA
Project Number	12VSSFLOO4
Focus Areas (Primary and Secondary)	Capacity Building/Economic Development
Site Name	City of Quincy, Florida 32351

Goal of the Overall VISTA Project: to build capacity for the City of Quincy in order to manage and implement its vision (for the City of Quincy), its neighborhoods and its commercial park providing for economic development and long-term recovery after the devastation caused by Hurricane Michael.

Assignment Objective 1: to build capacity in order to manage and assist in the implementation of economic development projects, programs and the City of Quincy's vision.

Member Activity 1	Work with the City and stakeholders to identify and prioritize projects for downtown economic development.
	Identified projects (short list): <ul style="list-style-type: none">• Rural Infrastructure Fund (RIF), Florida Department of Economic Development, Bureau of Small cities and Rural Communities, Project Planning and Preparation Grant — county/city wide economic development and implementation plan and preparation of commercial/business park.• R2P2 Partnership Project, FEMA, US EPA• Rebuild Florida Hometown Revitalization Program (Hurricane Michael), Florida Department of Economic Opportunity.
Member Activity 2	Develop an electronic tracking system for tracking community resources, partners and funding needed to manage projects and development efforts.

Member Activity 3	<p>Assist with the implementation of R2P2 Partnership Project (FEMA and US EPA).</p> <ul style="list-style-type: none"> • Participate in Zoom Communication and Video Conferencing meetings with staff and partners. • Participate in community engagement sessions. • Identify additional efforts, ideas, resources, etc. that will benefit the R2P2 Partnership Program. For example, <ul style="list-style-type: none"> o Coke cap designed bike racks. o Refreshing additional Coke murals (2) — locating contacts, partners and possible funding.
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	<ul style="list-style-type: none"> o Oral history, stories, questions, interviews about and from local persons and/or events.
Member Activity 4	Assist with the implementation plans of the National Parks Service concept design for parks, trails, greenspaces, and pedestrian facilities. (R2P2 Partnership Project — Tanyard Creek extension, city and regional connectivity).
Activity 5	<p>Convene meetings/conversations with funders and stakeholders to identify appropriate funding sources and projects. For example,</p> <ul style="list-style-type: none"> • R2P2 Partnership Project and stakeholders • Water Infrastructure Finance and Innovation Act of 2014 (WIFIA) established the WIFIA program, a federal credit program administered by EPA for eligible water and wastewater infrastructure projects. • Great American Outdoor Act (GAOA) — conservation efforts, parks, public lands and outdoor recreation.

Assignment Objective 2: to build the capacity of the City of Quincy for communication and engagement with the community.

Member Activity 1	<p>Support community engagement, communication and outreach for the various city projects, priorities and future disasters.</p> <p>Development of the following for the City of Quincy:</p> <ul style="list-style-type: none"> • Disaster Preparedness Manual/ Brochure. • Long-Term Community Recovery and Resiliency Manual/ Plan and/or Tool Kit.
Member Activity 2	Create a communications plan that outlines best practices for future volunteers and community engagement.
Member Activity 3	Identify creative ways to engage stakeholders, including businesses, not-for-profits organizations, other governmental entities, volunteers and community residents, for example, monthly schedule of events or other outreach efforts.

Assignment Objective 3: Assist in the implementation of strategies for economic development/ growth, financial stability (grants sustainability, collection and analysis of information/ data).

Activity 1	Collect and analyze data pertaining to economic development, land use, demographic and future projections. Develop, based on data collected and/or information provided by the Florida DEO survey instrument, a report and/or profile on downtown Quincy businesses.
Activity 2	Identify trends, best practices and researched and data driven reports, surveys, and instruments.

	Present information as requested.
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Assignment Objective 4: Assemble and coordinate research into reports suitable for funding proposals and project compliance reporting.

Member Activity	Research potential funding sources, for example, Florida Department of Economic Development, US Environmental Protection Agency, Florida Office of Greenways and Trails, Explore Northwest Florida, Florida Department of Environmental Protection, National Parks Service, etc.
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Assignment Objective 5: Communicate with the public/communities via social platforms like Facebook, Twitter, Instagram, and where online content can be created and shared, as well as, traditional media platforms, i.e., newsletters, newspapers, flyers, radio, television, etc.

Member Activity 1	Assist with the design and execution of social media campaigns/ strategies to boost community engagement, capacity building, education and information to communities about services and programs/ projects.
Member Activity 2	Submit biweekly time tracking reports thru On Corps Reporting.
Member Activity 3	Develop tracking tools for capturing progress/ data related to performance objectives.
Member Activity 4	Submit monthly reports by the 25 th of the month to supervisor through On Corps, which shares stories and progress on the impact of your work.

Assignment Objective 6: Assemble, coordinate and take advantage of opportunities for professional development inside and outside of the City of Quincy.

Member Activity 1	<p>Ensure that the City of Quincy provides the professional development support and tools based on individual goals. For example,</p> <ul style="list-style-type: none"> • Webinars • Zoom Communication and Video Conferencing • Research journals and articles, books, online information and materials • Meetings • Coaching and mentoring • Self-study
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Member Activity 2	Work with site supervisor in proactively recommending professional development based on skills, experience and development areas.
Member Activity 3	<p>Identified professional development subject areas:</p> <ul style="list-style-type: none"> • Leadership • Grant research and development • Data collection • effective decision-making in communities • job creation, retention, and expansion, and entrepreneurship • citizen participation • land use and sustainable development • community structure and processes that affect development and well-being • Project management • etc.

Activity 3	Document 'success stories' and/or maintain a professional development log on horizontal movement in meeting personal goals.
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BRACE VISTA Member Performance Review

VISTA Hunter Harris
 Site/Project City of Quincy, Florida
 Reviewer Beverly A. Nash, Ph.D.

Date Feb. 25, 2021

Date of Last Review Oct. 22, 2020

	Excellent	Good	Poor	Comments
Communication Skills	X			Hunter has the personal/social, as well as, verbal communication skills to properly express himself (all situations) and understand the issue (s). He has conducted himself well in the community, with businesses and city staff. We have had numerous conversations and information sharing regarding grant writing and the skills necessary for this area.
Independent Productivity / Initiative		X		Over the last months, improvement has occurred, particularly in the initiative area. He has become familiar and comfortable with the environment and the individual personalities, as well as, rural small city government.
Community Outreach / Integration	X			He continues to interact with the CRA, community businesses and individuals. Has participated in public hearing on issues and items requiring residents' input and feedback.
Self-Motivated	x			He has a service mentality and is very interested in local, grass-root issues that impact people/residents.
Work Consistency	x			Hunter has improved. I believe he feels comfortable with my leadership/communication and management styles. He also understands more his role as a BRACE volunteer.
Cooperation / Collaboration	x			He is always willing to assist and help. Ready to do whatever (reasonable) that is asked of him. He has no problems working with others and being a part of a team.
Attitude/Team Player	x			Hunter is very positive in actions and attitude.
Alignment with VAD	x			Consistently review the VAD in order to maintain alignment.
Understanding of BRACE Mission	x			Advanced knowledge and appreciation for the BRACE mission.
Creativity	x			Hunter keeps me on my toes. . . thinks outside of the box and provided innovative insights.
Punctuality		x		Always timely in arriving to the office; working on focus regarding projects and assignments. When dealing with grant timelines, he tends to get really involved with the details and not the deadline or due date.

Attendance	x			No problem with attendance.
Dependability	x			No problem with dependability.
Adherence with VISTA Policy	x			No problem with adherence to VISTA policy.

Other:

Job Satisfaction		x		Rural local government can sometimes be challenging to young educated and traveled individuals. The world view is different sometimes.
Support of BRACE Staff	x			The BRACE staff have been excellent in the area of support, availability and sharing of information.

Comments:

This part of the BRACE experience has been great. Hunter is learning and progressing in his role as a volunteer and valued member of the grants department staff. He has made a difference and contribution to the betterment of this office and the residents of the City of Quincy. The level of success and accomplishment has been due to his presence and contribution.

Thanks BRACE!

BRACE VISTA Member Performance Review

VISTA Hunter Harris
 Site/Project City of Quincy, Florida
 Reviewer Dr. Beverly A. Nash

Date October 22, 2020

Date of Last Review N/A (Start Date: July 20, 2020)

	Excellent	Good	Poor	Comments
Communication Skills	X			Hunter is extremely good at interacting with others, verbally/orally, as well as, in written format. He needs to improve on his listening skills, however, his speaking, observing and empathizing skills are very good. His face-to-face interactions are very good, along with his phone conversations and digital communications, like email and social media. For grant writing, sometimes he is a little too wordy and repeats certain information.
Independent Productivity / Initiative		X		He needs improvement in focus and saying no (sometimes). He can do challenging work. Also, needs improvement at planning his time, and embracing uncertainty and imperfection.
Community Outreach / Integration	X			He has forged relationships with Quincy Main Street, the R2P2 Partnership team, Quincy Community Redevelopment Agency (CRA) and community businesses/citizens.
Self-Motivated	X			Once he has buy-in, he is very motivated about an idea or project. For example, only having an introduction to the R2P2 Partnership, he immediately recognized an opportunity with the historic Coca-Cola Mural, downtown Quincy, and he began to research the who, what and when. His effort resulted in a citywide celebration that brought together hundreds of individuals/citizens. It was truly a collaborative project.
Work Consistency		X		Some days are awesome, and some are a little not so. In order to obtain consistent performance, I have had to institute/or remind him of procedures, and encourage training byway of webinars, etc. Have had to remind on numerous occasions about cc'ing me on emails and other forms of communications regarding projects.
Cooperation / Collaboration	X			Hunter is able to work well with others. He has an excellent cooperative spirit and mutual respect type of relationship with the QuincyCRA.
Attitude/Team Player	X			Hunter is a strong team player. He is fully engaged in the work of the team and will not sit passively on the sidelines.
Alignment with VAD	X			Since Hunter start date, he has been involved in those activities and/or objectives clearly identified in his VAD. For example, US EPA/FEMA R2P2 Partnership Project, Rural Infrastructure Fund (RIF) Project, support

			community engagement and building capacity, and collection of data and information.
Understanding of BRACE Mission	X		He has a very good understanding of the BRACE mission. Information on mission has been reinforced by way of webinars and various other trainings.
Creativity	X		He is curious about multiple topics and projects. When interested, he will explore all opportunities to learn and see where the information will take him. Even if it is not immediately related to the work at hand. In addition, he tends to be open minded.
Punctuality		X	Getting to work has not been a problem. However, in working with grant funding deadlines, tends to underestimate the amount of time that is available. Needs improvement in time and project management.
Attendance		X	We have been able to work around doctor's appointments, medical issues, etc.
Dependability		X	Hunter assumes responsibility for actions. Often times, he will take the initiative to learn what he is supposed to do. When he sees that he is running out of time and can't deliver, he hesitates to ask for help.
Adherence with VISTA Policy		X	Adherence with the VISTA policies has not been a problem.

Other:

Job Satisfaction	X		We have been well pleased with the partnership and the presence of Hunter as a co-worker and volunteer.
Support of BRACE Staff	X		It has been a relief to know that the staff is only a phone call or email away. The response and support has been excellent.

Comments:

<p>With the inclusion of Hunter on our City team, we have been able to accomplish so much in a short amount of time. We have been able to earn the respect of the City Commission and the community because of the work and customer services that we have been able to offer. Our ability to bring the Coca-Cola Mural Project to reality was a major game changer. Not only did show what a functional public-private partnership looks like, we delivered at a high quality on every aspect of the project and program. Thanks to VISTA/BRACE for partnering with the City of Quincy.</p>
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OFFICERS

David Lister
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Tom Hilton
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Mike Eddins
Secretary

Michelle Luckett
CEO



150 West Maxwell Street
Pensacola, Florida 32501
www.BeReadyAlliance.org
Office: (850) 739-3975

March 24, 2021,

To Whom It May Concern:

BOARD MEMBERS

Nicole Coxwell

Charlene Damron

Martha Desposito

Ellen Pepler

Doug Rehm

Maralee Sartain

Dusti Sluder

Melissa Stoker

Ben Stubbs

Sue Straughn

For the past year, BRACE has had the privilege of working with the City of Quincy through the support of the Corporation of National and Community Service (CNCS.) CNCS' Volunteers in Service to America (VISTA) grant allows BRACE to serve as the VISTA project sponsor with disaster impacted communities throughout the state of Florida. The Grants Manager for the City of Quincy entered into a Memorandum of Understanding with BRACE following the devastation caused in 2018 by Hurricane Michael. This MOU establishes an agreement to place a VISTA member who serves as the Economic Development Specialist at no cost for the initial 12 months. The goal of the VISTA project is to build programmatic capacity to address issues related to poverty as the city focuses its efforts on rebuilding and revitalizing the current city landscape. Currently the VISTA member is supporting the multi phases of FEMA's Recovery and Resiliency Partnership Projects.

The City of Quincy has been a wonderful partner of BRACE, with timely and thorough reporting required for the federal grant. They have also remained in program compliance throughout the reporting period. The City of Quincy has far exceeded all of the performance measures initially set for the project, and we would welcome the opportunity to extend the VISTA project into year 2 with an annual cost share of \$6500.

Kindly,

Lynn Dobry

BRACE VISTA Project Supervisor

City of Quincy City Commission Agenda Request

Date of Meeting: April 13, 2021

Date Submitted: April 8, 2021

To: Honorable Mayor and Members of the Commission

From: Marcia Carty, Acting City Manager

Subject: Re-Opening the City

Statement of Issue:

COVID-19 VACCINE

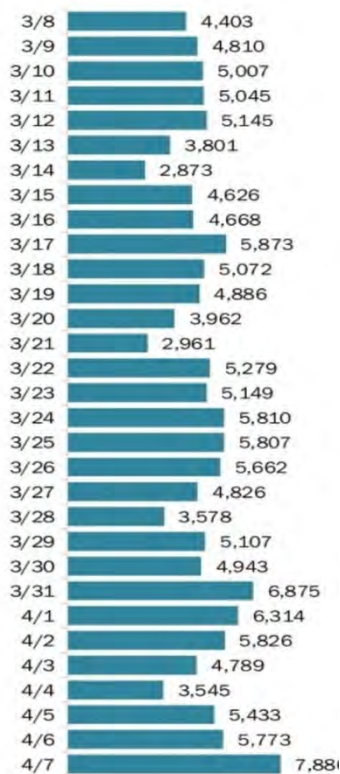
All persons 18 years of age and older are eligible to receive the vaccine in Florida.

As of Monday, April 5, all Florida residents shall be eligible to receive any COVID-19 vaccine as prescribed by the Food and Drug Administration.

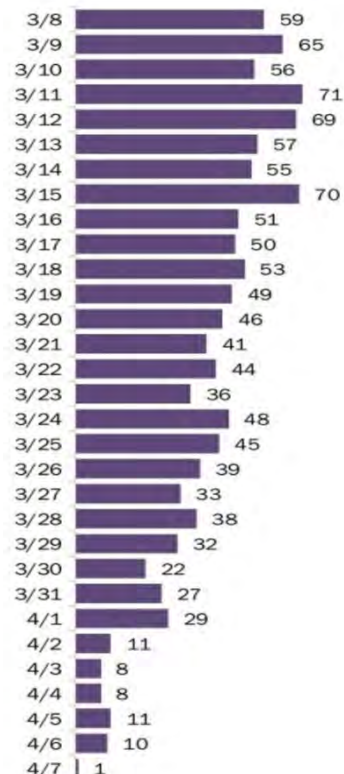
PERSONS AGES 16-17: The Pfizer vaccine is authorized for persons age 16 and up. The Moderna and Janssen (Johnson and Johnson) vaccines are authorized for persons age 18 and up. All individuals under the age of 18 receiving a vaccine must be accompanied by a guardian and complete the COVID-19 vaccine screening and consent form.

Current Situation in Florida as of **Thur. Apr. 8, 2021**

New Cases by Day



Death by Date of Death



New Case Positivity Rate



LOCAL PUBLIC HEALTH INFRASTRUCTURE

- The current testing sites are: Public, Wal-Mart, hospital, CVS and Walgreens.
- Gadsden County Public Health
- Priority for vaccination will follow the categories listed above

LOCAL COMMUNITY SPREAD

- The local public health department identified gatherings, e.g., family gatherings and nightclubs, among the significant triggers of community spread
- Primary and Secondary Schools are not a trigger for community spread, according to the local health department

CURRENT LOCAL TESTING

There are two types of tests for COVID-19. Viral tests tell you if you have a current infection, and antibody tests tell you if you have been previously infected. The most effective for managing the coronavirus is the last test: antibody test or Molecular test (aka RNA or PCR test). The Gadsden County Public Health Department has both tests. The antibody test results can be obtained within 24 hours.

QUINCY'S REOPENING PLAN OBJECTIVES

1. Authorize all business and government operations to open within the City's guidelines and Plan;
2. Encourage all businesses to implement a regular testing program for its employees using sites provided by and through the Gadsden County Health Department;
3. Move steadily to reopen all City government operations;
4. Adopt a high test-PCR-regiment employed by the NBA to test all employees routinely. (The Local Public Department told us that routine testing could catch potentially asymptomatic cases and catch cases before symptoms develop, helping to slow the spread.);
5. Mandate mask-wearing as a job requirement and when in public-not socially distanced- and in places of business;
6. Encourage employees/public to maintain a small social network, stay socially distanced, and wash their hands;
7. Prohibit generally public and family gatherings; and
8. Develop and implement a Public Awareness Campaign to alert the public of the requirements of the City's reopening.

THE GENERAL PUBLIC

- Persons working in grocery stores, pharmacies, construction sites, public transit vehicles, and vehicles for hire shall wear a face covering
- All persons are encouraged to continue to follow the appropriate social and personal distancing safety requirements of the CDC and OSHA
- All Persons Who Work in Long-Term Care Facility should be tested for COVID-19 regularly
- In-Store Retail Businesses, Including Gyms and Fitness Centers, shall continue to maintain appropriate social and personal distancing
- Size limitation for the gathering taking place within the City: maximum of 50 persons, except that restaurants and other businesses as outlined in the Governor's latest Executive Order, Gadsden County Board of County Commissioners Resolution No. 2021-17 (see attached).
- Personal services, including but not limited to tattooing, body piercing, acupuncture, tanning, and massage, may operate provided proper social and emotional distancing is observed
- Churches, Mosques, Synagogues, and other places of worship or encourage but not affected by these regulations to observe the CDC and OSHA regulations and encouraged to take creative and alternative measures to reduce gathering limitation and encourage appropriate distancing among parishioners where possible
- Maintain sanitation and disinfecting procedures
- Wear Disposable Gloves to clean and disinfect
- Cleaning services using soap and water
- Practice routine cleaning of frequently/colleague touch surfaces
- Hi-Touch surfaces include tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks

City Commission Chambers

- City Commission Chambers re-opened on November 1, 2020. The number of in-person visitors limited, consistent with the CDC guidelines in the Plan

City Hall

- Remains closed to the public except by schedule appointments to the Finance Department and City Manager's Office
- Customers will continue to use the drive-thru for payments and account openings

- The City installed door buzzers for unscheduled customers needing to access the Building and Planning Department and the HR Department

Public Works

- Currently collocated with Parks and Recreation and will comply with park regulations, COVID 19 guidelines
- Will comply with the planning objectives and Guidelines in the Plan

PARKS AND RECREATION

- Joe Ferolito Recreation Center remains closed to the public
- No rentals of building space for activities until Re-opening Plan is approved by Commission.
- The gradual reopening of all outdoor park and recreation spaces (employees to monitor and enforce appropriate mask-wearing and social distancing)
- Will comply with the planning objectives and Guidelines in the Plan

Utilities

- Utility building closed to the public; Staff meets public at the side door
- Will comply with the planning objectives and Guidelines in the Plan

CRA/Net Quincy Building

- The building is closed to the public, except by appointments; meetings are held in an open lobby area.

Options:

Option1. Vote to approve the re-opening of the City to include opening the parks, City Hall, City offices and other City facilities.

Option 2. Provide Direction.

Staff Recommendations:

Option 1.

ATTACHMENT:

- Gadsden County Board of County Commissioners Resolution No. 2021-17

RESOLUTION NO. 2021-17

WHEREAS, the Gadsden County Board of Commissioners have met and considered the substantial likelihood of an emergency condition being caused by COVID-19, and the fact that there is a likelihood of potential injury to the population, and potential damage to property; therefore

BE IT RESOLVED, that Gadsden County, Florida is hereby declared to be in a State of Emergency. Due to the rapid escalation of this situation, and the requirement for rapid action, this meeting was held, and this Resolution was adopted, without notice being published in local newspapers. Further, the Board of County Commissioners hereby exercises its authority and waives the procedures and formalities required by law of a political subdivision as provided by Florida Statutes 252.38; and

BE IT FURTHER RESOLVED, that while the State of Emergency continues to exist, the County shall have the power and authority to carry on those activities set forth in Florida Statutes 252.38, including but not limited to: appropriate and expend funds; make contracts; obtain and distribute equipment, materials, and supplies for emergency management purposes; provide for the health and safety of persons and property, including emergency assistance to the victim of any emergency; and direct and coordinate the development of the emergency management plans and protocols in accordance with the plans and policies set forth by the Federal and State Emergency Management agencies; and

To appoint, employ, remove, or provide, with or without compensation, coordinators, rescue teams, fire and police personnel, and other emergency management workers; and

To establish, as necessary, a primary and one or more secondary emergency operating centers to provide continuity of government and direction and control of emergency operations; and

To assign and make available for duty the offices and agencies of Gadsden County, including the employees, the property or equipment thereof relating to firefighting, engineering, rescue, health, medical and related services for emergency operation services, as the primary emergency management forces of the political subdivision for employment within or outside the political limits of the subdivision; and

To request State assistance or invoke emergency-related mutual-aid assistance by declaring a local State of Emergency in the event of an emergency affecting only one political subdivision. The duration of this State of Emergency declared locally is limited to seven (7) days; it may be extended as necessary, in seven-day increments.

in order to fully and effectively respond to the developing threats posed by the novel coronavirus and its associated disease (COVID-19), and in coordination with ongoing emergency actions by the state and federal governments, the Gadsden County Board of County Commissioners passed Resolutions 20-12 through 20-21, 20-23, 20-24, 20-28, 20-29, 20-37, 20-

38, 20-39, 20-40, 20-41, 20-42, 20-43, 20-44, 20-46, 20-47, 20-48, 20-53, 20-54, 20-57, 20-60, 20-61, 20-62, 20-64, 20-68, 20-71, 20-72, 20-75, 20-76, 20-77, 20-78 20-79, 21-02, 21-03, 21-04, 21-05, 21-06, 21-07, 21-09, 21-10, 21-12, 21-13, 21-15 and 21-16. These Resolutions declared a local state of emergency in Gadsden County, and subsequently such extensions of these resolutions have been deemed necessary to have been issued; and

WHEREAS, it is necessary, appropriate and prudent to take action to ensure that the spread of COVID-19 is slowed, and that residents and visitors in Florida remain safe and secure; and

WHEREAS, Governor DeSantis has issued a series of executive orders to re-open Florida, which have pre-empted the County from promulgating certain restrictions necessary to flatten the curve and slow the spread of COVID-19; and

WHEREAS, the continued operation of businesses providing goods and services is necessary to provide essential goods and services to the public and necessary to ensure the continued survival of the local economy; and

WHEREAS, Executive Order 20-297's mandate that the County re-open certain business establishments to full capacity will invariably lead to more contact between individuals and the potential for increased community spread of the disease; and

WHEREAS, conditions presented by COVID-19 continue to pose a threat to public health that requires dynamic emergency response, including the maintenance of existing orders, as well as the imposition of additional directives and orders as conditions require; and

WHEREAS, there is reason to believe that COVID-19 is spread amongst the population by various means of exposure, including the propensity to spread person to person and the propensity to attach to surfaces for prolonged periods of time, thereby spreading from surface to person and causing increased infections to persons, and property loss and damage in certain circumstances; and

WHEREAS, despite the measures taken thus far pursuant to prior Resolutions, as well as existing actions taken by the federal, state, and other municipal governments, new cases of COVID-19 continue to increase, demonstrating that continued prevention, community action and cooperation to socially separate and maintain distance is necessary in within the County; and

WHEREAS, it has become necessary that residents and visitors in Gadsden County do more to avoid close social interaction, including, when possible, remaining in their respective homes, residences, and domiciles, including any apartment, dormitory, hotel, motel, or similar accommodation to slow the spread of COVID-19 and address the unprecedented threat to the public health and welfare posed by COVID-19; and

WHEREAS, the CDC has recommended wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies), especially in areas of significant community-based transmission; and

WHEREAS, it is safer to stay at home and subject to certain exceptions for essential activities and services while allowing business operations that appropriately balance public health, safety, and welfare within the County while promoting the continued delivery of essential infrastructure, services, and functions to residents and visitors in the County. Such exceptions are made consistent with guidance from the Centers for Disease Control and Prevention (CDC) and the President's Coronavirus Guidelines for America; and

WHEREAS, Pursuant to §252.38, Florida Statutes, the County has jurisdictional authority over the entire county for emergency management purposes.

NOW, THEREFORE, BE IT RESOLVED AND DECLARED by the CHAIR OF THE GADSDEN COUNTY BOARD OF COUNTY COMMISSIONERS on this 2nd day of April, 2021 that Gadsden County, Florida is hereby declared to be in a State of Emergency.

BE IT FURTHER RESOLVED AND DECLARED that, as long as our County continues to deal with the spread of COVID-19, we must remain focused on the safety, health and well-being of our residents and encourage steps to promote a safe and healthy lifestyle; and

BE IT FURTHER RESOLVED AND DECLARED that, while this State of Emergency continues to exist, the County shall have the power and authority to carry on those activities set forth in Fla. Stat. § 252.38, including but not limited to: appropriate and expend funds; make contracts; obtain and distribute equipment, materials, and supplies for emergency management purposes; provide for the health and safety of persons and property, including emergency assistance to the victim of any emergency; to limit the size of gatherings taking place within the County during this State of Emergency to a maximum of fifty (50) individuals except that this restriction shall not apply to restaurants and other businesses as set forth in Executive Order 20-297; and direct and coordinate the development of the emergency management plans and protocols in accordance with the plans and policies set forth by the Federal and State Emergency Management agencies; and

During this State of Emergency, pursuant to Chapter 2, Article II, Division 2, Section 2-42(f) of the Gadsden County Code of Ordinances, the County may call emergency meetings which bypass the notice conditions required by the Code. Such emergency meetings shall not be required to be held at the normal meeting times as set forth in the Code; and

During this State of Emergency, the Gadsden County Board of County Commissioners hereby empowers the Chairman of the Gadsden County Board of County Commissioners (or his designated representative) with the following powers:

To appoint, employ, remove, or provide, with or without compensation, coordinators, rescue teams, fire and police personnel, and other emergency management workers; and

To establish, as necessary, a primary and one or more secondary emergency operating centers to provide continuity of government and direction and control of emergency operations; and

To assign and make available for duty the offices and agencies of Gadsden County, including the employees, the property or equipment thereof relating to firefighting, engineering, rescue, health, medical and related services for emergency operation services, as the primary emergency management forces of the political subdivision for employment within or outside the political limits of the subdivision; and

To request State assistance or invoke emergency-related mutual-aid assistance by declaring a local State of Emergency in the event of an emergency affecting only one political subdivision. The duration of this State of Emergency declared locally is limited to seven (7) days; it may be extended (or terminated) as necessary by the Chairman of the Gadsden County Board of County Commissioners (or his designee), in seven-day increments, without further affirmative action from the Board; and

To take any additional action he (or his designee) deems necessary effectuate and promote the continued health and safety of the County while this state of emergency is in effect.

BE IT FURTHER RESOLVED AND DECLARED that, pursuant to Resolutions 20-12 through 20-21, 20-23, 20-24, 20-28, 20-29, 20-34, 20-37, 20-38, 20-39, 20-40, 20-41, 20-42, 20-43, 20-44, 20-46, 20-47, 20-48, 20-53, 20-54, 20-57, 20-60, 20-61, 20-62, 20-64, 20-68, 20-71, 20-72, 20-75, 20-76, 20-77, 20-78, 20-79, 21-02, 21-03, 21-04, 21-05, 21-06, 21-07, 21-09, 21-10, 21-12, 21-13, 21-15 and 21-16 (as extended), declaring a local state of emergency, we resolve the following “Safe & Healthy Lifestyle During COVID-19 Guidelines” providing the following guidance, requirements and restrictions:

A. IMPLEMENTATION OF GADSDEN COUNTY RE-OPENING PLAN

In conjunction with guidance provided by Governor DeSantis in Executive Order 20-139 (as extended), the White House, the CDC, the Occupational Safety and Health Administration (OSHA) and the Florida Surgeon General and State Health Officer, Gadsden County hereby adopts the following rules and restrictions governing the re-opening of the County, to wit:

- a. All persons in Gadsden County are encouraged to continue to follow appropriate social and personal distancing safety protocols issued by the CDC and OSHA; and
- b. The County continues to strongly encourage senior citizens and individuals with significant underlying medical conditions to avoid crowds and take measures to limit the risk of exposure to COVID-19; and
- c. All persons who work in long-term care facilities should be tested for COVID-19 on a routine basis; and
- d. In-store retail businesses, including gyms and fitness centers are permitted to **OPEN** and should continue to maintain appropriate social and personal distancing; and

- e. All parks within Gadsden County are permitted to **OPEN** and are permitted to allow camping, provided the following provisions are met:
- f. The Board directs the County Administrator to submit a written request to the Secretary of the Florida Department of Business and Professional Regulation (DBPR) requesting permission to permit the re-opening of pari-mutuel facilities within the County. Pari-mutuel facilities operating within the County shall operate at fifty (50) percent of permitted capacity and observe proper social and personal distancing; and
- g. Personal services, including but not limited to tattooing, body piercing, acupuncture, tanning and massage, may operate provided proper social and personal distancing is observed; and
- h. Churches, mosques, synagogues and other places of worship are not affected by any restriction herein.

B. MANDATORY FACE COVERING REQUIREMENTS

In an abundance of caution, the Gadsden County Board of County Commissioners continues to mandate that: when in public and in closer than six (6) feet proximity to one another based upon prevailing CDC guidance, the wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies), especially in areas of significant community-based transmission. Persons working in grocery stores, restaurants, pharmacies, construction sites, public transit vehicles and vehicles for hire shall wear facial coverings as described in this Order as directed by the CDC at all times while at work. This provision shall be enforced pursuant to Florida Statutes ss. 252.31-252.90.

The County also mandates the use of simple cloth face coverings to slow the spread of the virus and help people who may have the virus and do not know it from transmitting it to others while in a **business establishment**. Cloth face coverings fashioned from household items or made at home from common materials at low cost can be used as an additional, voluntary public health measure.

Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.

The cloth face coverings recommended are not surgical masks or N-95 respirators. Those are critical supplies that must continue to be reserved for healthcare workers and other medical first responders, as recommended by current CDC guidance.

The following definitions shall apply to this Section:

- (1) Face Covering: "face covering" is a material that covers the nose and mouth and that fits snugly against the sides of the face so there are no gaps. It can be secured to the head with ties or straps or simply wrapped around the lower face. It can be made of a variety of materials, such as cotton, silk, or linen. Coverings with materials made of multiple layers

is highly encouraged. A cloth face covering may be factory-made or sewn by hand, or the cloth face covering can be improvised from household items.

- (2) Business Establishment. A "business establishment" means a location with a roof overhead under which any legal occupation, professional, trader, industry, production facility, corporation, establishment, partnership, venture, organization, firm, enterprise or going concern is conducted, goods are made or stored or processed or where services are rendered. The term "business establishment" includes transportation network companies, such as Ubers and Lyft, vehicles operated for mass transit, taxis, jitneys, limousines for hire, rental cars, and other passenger vehicles for hire. The term "business establishment" includes locations where non-profit, governmental, and quasi-governmental entities facilitate public interactions and conduct business. The term "business establishment" also includes places of worship. The term "business establishment" does not include property over which the Gadsden County School Board has management, control, operation, administration, and supervision.

C. PENALTIES FOR VIOLATIONS & ENFORCEMENT AUTHORITY

Any person violating any provision of ss. 252.31-252.90 or any rule or order made pursuant to ss. 252.31-252.90 is guilty of a non-criminal offense, punishable by the use of the Gadsden County Mask Citation form, and as follows:

FIRST OFFENSE - \$25.00
SECOND OFFENSE - \$50.00
ALL SUBSEQUENT OFFENSES - \$100.00

The law enforcement agencies of the state and the political subdivisions thereof shall enforce the orders and rules issued pursuant to Florida Statutes ss. 252.31-252.90 as a non-criminal infraction, punishable by the issuance a civil citation for the amounts enumerated above.

No fines shall be collected by the Clerk for violations of this Section while Executive Order 20-244 (or any subsequent Executive Order) is in effect; however, citations may still be issued. A Law Enforcement Officer issuing a citation pursuant to this Section shall indicate on the citation form whether the offense occurred within the City/Town limits of a municipality within the County or within an unincorporated area.

Nothing in this section shall be construed to authorize the arrest or search of an individual.

D. RECOMMENDED SANITATION AND DISINFECTING PROCEDURES

Based on prevailing guidance from the CDC, the County hereby strongly recommends and encourages retail businesses to routinely disinfect their premises. The following guidance is a recommended set of practices promulgated by the CDC to assist businesses in cleaning and disinfecting their facilities:

- A. Wear disposable gloves to clean and disinfect;

- B. Clean surfaces using soap and water;
- C. Practice routine cleaning of frequently/highly touched surfaces;
- D. High touch surfaces include tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets and sinks.
- E. Clean the area or item with soap and water or another detergent if it is dirty. Then, use a household disinfectant specifically an EPA-registered household disinfectant. Follow the instructions on the label to ensure safe and effective use of the product. Many products recommend: Keeping surface wet for a period of time and taking precautions such as wearing gloves and making sure you have good ventilation during use of the product;
- F. Diluted household bleach solutions may also be used if appropriate for the surface. Check to ensure the product is not past its expiration date. **Unexpired household bleach will be effective against COVID-19 when properly diluted;**
- G. For soft surfaces such as carpeted floor, rugs, and drapes, clean the surface using soap and water or with cleaners appropriate for use on these surfaces;
- H. For electronics, such as tablets, touch screens, keyboards, remote controls, and ATM machines, consider putting a wipeable cover on electronics. Follow manufacturer instructions for cleaning and disinfecting. If no guidance exists, use alcohol-based wipes or sprays containing at least 70% alcohol and then dry the surface thoroughly after disinfecting.

E. FOOTBALL & FOOTBALL RELATED ACTIVITIES

Football games and football related activities including, but not specifically limited to: (1) practice; (2) walk-throughs; (3) film sessions; and (4) concessions at football games shall be permitted, provided such games and related activities adhere to COVID-19 mitigation procedures provided to the Board by the FHSAA, Gadsden County Schools, the Florida Department of Health and Robert F. Munroe Day School. These documents are attached hereto and incorporated as though fully set forth herein as Exhibit "A".

All football games and related activities must be completed in sufficient time and at a sufficient hour to permit all participants to adhere to the curfew requirements as set forth herein. This section shall only apply to games and football related activities which takes place while this Resolution is in effect and such permission shall terminate unless this section is specifically reauthorized by the Board.

Nothing in this section shall be construed as a blanket approval of other sports or other large gatherings. The Gadsden County Emergency Management Director (or his designee) shall coordinate with the County Administrator to provide the Board with information regarding COVID-19 infection rates within the County.

F. INTERNET CAFES

Pursuant to Florida Statutes Chapter 849, Internet Cafés have been deemed to be **ILLEGAL**. Moreover, in order to protect public health, promote adequate social distancing and ensure compliance with the gathering size restrictions set forth herein, Internet Cafés within the County shall remain **CLOSED**. Pursuant to Florida Statutes, all sums of money and every other valuable thing drawn and won as a prize, or as a share of a prize, or as a share, percentage or profit of the principal promoter or operator, in any lottery, and all money, currency or property of any kind to

be disposed of, or offered to be disposed of, by chance or device in any scheme or under any pretext by any person, and all sums of money or other thing of value received by any person by reason of her or his being the owner or holder of any ticket or share of a ticket in a lottery, or pretended lottery, or of a share or right in any such schemes of chance or device and all sums of money and other thing of value used in the setting up, conducting or operation of a lottery, and all money or other thing of value at stake, or used or displayed in or in connection with any illegal gambling or any illegal gambling device contrary to the laws of this state, shall be forfeited, and may be recovered by civil proceedings, filed, or by action for money had and received, to be brought by the Department of Legal Affairs or any state attorney, or other prosecuting officer, in the circuit courts in the name and on behalf of the state; the same to be applied when collected as all other penal forfeitures.

G. EXPIRATION

This Resolution shall expire upon the expiration of the existing Gadsden County State of Emergency, except that if such State of Emergency is extended, this order shall also be deemed to extend for the duration of such extension. This order may be cancelled earlier by action of the Gadsden County Board of County Commissioners.

H. PREEMPTION

If at any time an authorized State or Federal actor exercises a legal or constitutional right to preempt any provision of the foregoing Resolution, said provision shall immediately become void without the need for further action from the Board of County Commissioners.

I. SCRIVENERS' ERRORS

Scriveners' errors may be corrected as needed.

By Special Order of the Gadsden County Board of County Commissioners on this 2nd of April 2021.

ATTEST:



**BOARD OF COUNTY COMMISSIONERS
GADSDEN COUNTY, FLORIDA:**

By:

Nicholas Thomas

Nicholas Thomas

Clerk of the Circuit Court

By:

Brenda A. Holt

Brenda A. Holt

Chairwoman

**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

Date of Meeting: April 13, 2021

Date Submitted: April 8, 2021

To: Honorable Mayor and Members of the City Commission

From: Marcia Carty, Acting City Manager
Charles J. Hayes, Building and Planning Director

Subject: Friends of Tanyard Creek - Cinco De Mayo

Statement of Issue:

This agenda item is intended to request permission to allow the Friends of Tanyard Creek to host Cinco De Mayo Festival at Tanyard Creek Park.

Background:

The City Manager previously met with Mrs. Monica Smart-Gainous to discuss the organizing of Friends of Tanyard Creek Committee. In this discussion, the Manager directed Mrs. Gainous to assemble a diverse group of local individuals to serve on this committee. It was also discussed that the Friends of Tanyard Creek create a model similar to Main Street (a nonprofit organization (501(3)c).

The following is a list of the committee members: Monica Smart Gainous, Carolyn Gee, David Garcia Jr., Reverend Charlie Fryson Jr., Johnnie Beamon, and Berth Phillips. These volunteers are tasked with programming activities to be presented to the City Commission and implementing the rules and regulations currently in effect. The committee will also be responsible for developing an annual calendar of events for the park.

The City will provide a suite of services to support the programming event activities to include:

- Policing services at a defined level
- Public Works maintenance service for the day of the event
- Electrical/Utility services for lighting and electrical purposes for the day of the event.

Cinco De Mayo is an annual celebration held on May 5. The date is observed to commemorate the Mexican Army's victory over the French Empire at the Battle of Puebla, on May 5, 1862, under the Leadership of General Ignacio. This day is celebrated in Mexico and United States in honor of the Military victory over the French Forces of Napoleon III.

Conclusion/Recommendation:

Giving the discussion between the City Manager and Mrs. Gainous, Staff is recommending the approval of this event, utilizing the services discussed above. All services listed above is the responsibility of the organizers of this event. (i.e., Police, security, etc.)

OPTIONS:

Option 1: Approve the use of the Tanyard Creek Park for Cinco De Mayo with oversight by Friends of Tanyard Creek.

Option 2: Do not approve the use of Tanyard Creek Park.

Staff Recommendation:

Option 1

**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

MEETING DATE: April 13, 2021

DATE OF REQUEST: April 8, 2021

TO: Honorable Mayor and Members of the City Commission

FROM: Marcia Carty, Acting City Manager
DeCody Fagg, Parks and Recreation Director

SUBJECT: Request to Use City of Quincy Business Park on Joe Adams Road

Statement of Issue:

This Agenda Item is a request for Mr. Derrick Butler to use/rent the City of Quincy Business Park (located on Joe Adams Road) for a Custom Car and Bike Expo. If approved, the Car Expo will be held on Saturday, May 15, 2021 from 12:00pm to 8:00pm.

Background:

Last year at the February 20, 2020 Commission Meeting, the Commission approved a request for Mr. Derrick Butler to host a Custom Car and Bike Expo at City of Quincy Business Park. However, due to the COVID-19 pandemic, the car show was canceled until further notice. Mr. Butler is requesting to reschedule the car show for May 15, 2021.

The Car Expo will give car enthusiasts an opportunity to show or display their custom vehicles. People will travel from near and far to attend this event. This will also be very entertaining for the citizens of Gadsden County as well. Mr. Butler will make preparations for these groups and individuals to lodge in the City of Quincy. There are several local businesses that will take part in sponsoring this event.

The Event Coordinator will have Security on site to ensure a safe and fun-filled atmosphere is provided during this event. There will be a disc jockey and live performances throughout the day. Food vendors will be on hand for the convenience of spectators. Event Staff will also contact the Gadsden County Emergency Management Service to have Ambulance Service on standby. Staff will contract with Quincy Police Department to provide Police enforcement for traffic. The Event Coordinator will work with City of Quincy Staff, Security Agencies, and Local Authority to make certain this event is put on and is successful. City Staff will be hired and paid for before and after cleanup. The Business Park will be cleaned and everyone will be offsite by 9pm. Also, a one-million-dollar liability insurance policy for this one-day event will be purchased and will list the City of Quincy as a rider.

The Event Coordinator, Mr. Butler, indicated that he has had extensive experience with hosting such events in a professional manner. The event will be judged and trophies and prizes will be presented to the winners. A Hold Harmless Agreement will be signed and included in the City of Quincy contract. All participants will also sign Hold Harmless Agreements for this function.

Recommendation:

- Option 1: Motion to authorize Derrick Butler to use the City of Quincy Business Park to host a Custom Car and Bike Expo on May 15, 2021 from 12:00pm to 8:00pm.
- Option 2: Do not authorize Derrick Butler to use the City of Quincy Business Park to host a Custom Car and Bike Expo on May 15, 2021 from 12:00pm to 8:00pm.

Staff Recommendation:

- Option 1

City of Quincy Agenda Request

Date of Meeting: April 13, 2021
Date Submitted: April 8, 2021
To: City of Quincy Mayor and Members of the Commission
From: Rob Nixon, CRA Manager
Subject: *Request for variance of local Alcohol Sales ordinance*

Statement of Issue:

As currently enacted, Ordinance 1095-2018 creates certain restrictions that would make it impossible for new businesses other than restaurants to sell “hard liquor” or other alcoholic beverages in the Downtown District of Quincy.

Mr. Peter Patel, who owns a building located at 12 South Adams Street, has reported that he has had a number of inquiries from prospective sports bars interested in his location. However, since the local ordinance prohibits the sale of “hard liquor and other alcoholic beverages by non-restaurant businesses because of proximity to churches, day cares or the courthouses unless “grandfathered” in, new businesses like lounges or sports bars, are unable to locate in a primary Quincy Downtown district.

Further, as the QCRA, downtown business and property owners, increase investments to revitalize the local economy by recruiting new businesses, coordinating public events and attracting tourists to the city, there is renewed demand that authorized special events coordinated for the public benefit be allowed to sell alcohol during the special event. A revision to the local alcohol sales ordinance which would allow legally organized private or non-profit entities to sell liquor and alcoholic beverages once they have secured approval from the City to hold the special event in the Downtown District or special events venue and provided some form of surety instrument for liabilities.

Status:

Historically, the City Commission has considered revisions to local ordinances in order to permit alcohol sales by certain business types and locations. For example, Ordinance 1103-2019, which was approved in 2019, allowed for the alcohol ordinance to be changed to allow “bona fide restaurants with a state alcohol license” to engage in package sales of beer and wine products in sealed containers for off premises consumption in locations throughout the city.

Options:

Option 1- Authorize staff to proceed with revising local ordinances governing alcohol sales to permit the sale of hard liquor and other alcoholic beverages within the 9-block area of Downtown Quincy by legitimate businesses entities and authorized special events

Option 2- Board direction

Staff Recommendation: Option 1

ORDINANCE NUMBER 1095-2018

AN ORDINANCE OF THE CITY OF QUINCY, FLORIDA, AMENDING THE CITY CODE OF ORDINANCES; PROVIDING FOR FINDINGS; PROVIDING FOR AMENDMENT TO CODE OF ORDINANCES CHAPTER 6 TO AMEND THE GRANDFATHERING PERTAINING TO SEPARATION REQUIREMENTS FOR ESTABLISHMENTS SELLING ALCOHOLIC BEVERAGES; PROVIDING FOR SEVERABILITY; PROVIDING FOR COPY ON FILE; AND PROVIDING FOR AN EFFECTIVE DATE.

SECTION 1. Findings.

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

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

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

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

WHEREAS, the City Commission deems it appropriate and necessary to establish a greater level of protection for the grandfathering applicable to business locations where a current or former business previously engaged in sales of alcoholic beverages; and

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

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

SECTION 2. Amendment of Code of Ordinances Chapter 6, Sec. 6-1. Code of Ordinances Chapter 6, Sec. 6-1 is hereby amended as follows:

Chapter 6 – ALCOHOLIC BEVERAGES

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

(a) and (b) No change.

- (c) All Package Stores, Stand alone Bars, Sports Bars and convenience stores (selling alcoholic beverages of any kind), or any establishment selling any alcoholic beverages currently operating outside the area defined in subsection 6-1(a) and/or not otherwise in compliance with this article are grandfathered in their current location for the same business or another business of the same type. If a business location where selling alcoholic beverages are sold, ceases sales of selling alcoholic beverages from such location for a period of ten 90 consecutive years days such business location ~~it~~ shall lose its grandfather status and shall not resume the sale of alcoholic beverages of any kind. ~~However if the 90 day cessation is caused by a natural disaster or an Act of God, the business shall have 180 days within which to rebuild and continue the sale of alcoholic beverages.~~
- (d) ~~If an alcohol related business that was discontinued due to a natural disaster or an Act of God is unable to rebuild and resume operations within 180 days that business can ask the City Commission for another 180 days within which to rebuild. A business seeking another 180 days shall provide documented justifiable reason (through the Building and Planning Department) why such extension should be granted by the Commission. In absence of a justifiable reason the extension shall not be granted.~~

(e) No change.

SECTION 3. Severability.

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

SECTION 4. Copy on File.

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

SECTION 5. Effective Date.

This Ordinance shall take effect upon passage.

INTRODUCED on first reading in open session of the City Commission of the City of Quincy, Florida, on this 13th day of February, A.D. 2018.

PASSED on second and final reading in open session of the City Commission of the City of Quincy, Florida, on this 27th day of February, A.D. 2018.

Daniel McMillan, Mayor and Presiding
Officer of the City Commission of
City of Quincy, Florida

ATTEST:

Sylvia Hicks
Clerk of the City of Quincy and
Clerk of the City Commission thereof

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

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

All parts of the city except those portions thereof lying along the commercial transportation corridors of U.S. Highway 90, State Road 267 and Crawford Street located within the Quincy Community Redevelopment District and or on lands zoned C-1, C-2, LC-1 (subject to section 46-172: Special Uses) and M-1 as shown upon and according to the present official zoning map of the city that exists on August 28, 2012 (attached as exhibit A; ¹²) provided, however, that no subsequent change, addition or alteration of any such zone shall in any way enlarge, alter, restrict or change any area within the city insofar as the provisions of this chapter are concerned, unless otherwise provided by ordinance. The distance requirements set forth below are applicable to all establishments except in the case of restaurants located on the corridor which shall be subject to only paragraphs (1) (churches), (2) (schools), and (5) (distance from another alcohol related business).)

- (1) No package store, lounge, convenience store (selling alcohol beverage of any kind) or establishment selling any alcoholic beverage that does not exist on the effective date of the ordinance from which this chapter derives shall be located 150 feet of an existing established church, which distance shall be measured along the shortest straight line from the nearest point of the property on which the place of business is located to the nearest point of the property on which the church is located and in use for religious purposes.
- (2) No package store, lounge, convenience store (selling alcohol beverage of any kind) or establishment selling any alcoholic beverage shall operate 750 feet of a school, which distance shall be measured along the shortest straight line from the nearest point of the property on which the place of business is located to the nearest point of the school grounds in use as part of the school facilities.
- (3) No package store, lounge, convenience store (selling alcohol beverage of any kind) or establishment selling any alcoholic beverage shall operate 150 feet of the county courthouse, which distance shall be measured along the shortest straight line from the nearest point of the property on which the place of business is located to the nearest point of the property on which the county courthouse is located, except for bona fide restaurants, and special events when a permit has been approved and issued by the city commission.
- (4) No package store, lounge, convenience store (selling alcohol beverage of any kind) or establishment selling any alcoholic beverage that does not legally exist on the effective date of the ordinance from which this chapter derives shall operate 150 feet of the city hall, which distance shall be measured along the shortest straight line from the nearest point of the property on which the place of business is located to the nearest point of the property on which the city hall is located, except for bona fide restaurants, or special events when a permit has been approved and issued by the city commission.
- (5) No lounge, convenience store (selling alcohol beverage of any kind) or establishment selling any alcoholic beverage shall operate (however see subsection (8), package stores below) 150 feet of any other established, location in the city for which a license has been issued under the state beverage law, which distance shall be measured along the shortest straight line between the nearest point of the respective properties on which the places of business are located, except for bona fide restaurants located in the downtown district area and special events when a permit has been approved and issued by the city commission.
- (6) No package store, lounge, convenience store (selling alcohol beverage of any kind) or establishment selling any alcoholic beverage that does not exist on the effective date of the ordinance from which this chapter derives shall be located 150 feet of a cemetery, which distance shall be measured along the shortest straight line from the nearest point of the property on which the place of business is located to the nearest point of the property on which the cemetery is located, except a bona fide restaurant.

- (7) No lounge, convenience store (selling alcohol beverage of any kind) or establishment selling any alcoholic beverage shall operate on all portions of those blocks adjoining the courthouse square or those blocks within one block of the courthouse square, which portions are beyond 150 feet of the county courthouse, except bona fide restaurants, and special events when a permit has been approved and issued by the city commission.
- (8) No package stores location in the city for which a license has been issued under the state beverage law shall be within one mile of each other, which distance shall be measured along the shortest straight line between the nearest point of the respective properties on which the place of business are located. All package stores must be located along the identified commercial transportation corridor within the City of Quincy indicated in paragraph (a) above.
- (9) No package store, lounge, convenience store (selling alcohol beverage of any kind) or establishment selling any alcoholic beverage that does not exist on the effective date of the ordinance from which this chapter derives shall be located 300 feet of an existing established childcare center or facility as defined by the city's land development regulations (chapter 46), which distance shall be measured along the shortest straight line from the nearest point of the property on which the place of business is located to the nearest point of the property on which the childcare center or facility is located and in use for such childcare purposes.
- (b) A package store, lounge, convenience store (selling alcohol beverage of any kind) or establishment selling any alcoholic beverage that exist on the effective date of the ordinance from which this chapter derives may continue to locate within the specific distances described herein of an existing church, cemetery or established childcare center, city hall or facility as defined by the city's land development regulations (chapter 46).
- (c) All package stores, standalone bars, sports bars and convenience stores (selling alcoholic beverages of any kind), or any establishment selling any alcoholic beverages currently operating outside the area defined in subsection 6-1(a) and/or not otherwise in compliance with this article are grandfathered in their current location for the same business or another business of the same type. If a business location where alcoholic beverages are sold, ceases sales of alcoholic beverages from such location for a period of ten consecutive years such business location shall lose its grandfather status and shall not resume the sale of alcoholic beverages of any kind.
- (d) Reserved.
- (e) The provisions of subsection (a) of this section shall not apply to vendors of alcoholic beverages in sealed containers sold only for consumption off the premises holding licenses issued under the state beverage law prior to 1996.

(Code 1958, §§ 5-2, 5-4; Ord. No. 794, § 1, 10-13-92; Ord. No. 847, § 1, 5-14-96; Ord. No. 1022, 5-26-09; Ord. No. 1047-2012, 8-28-12; Ord No. 1095-2018, § 2, 2-27-18)

State Law reference— Location restrictions authorized, F.S. § 562.45(2)(a).

Footnotes:

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Editor's note— Exhibit A is not attached herein, but can be requested for inspection at the city clerk's office.

« Reply all ✓ Delete Junk Block ...

Sports bar in Historical downtown Quincy, FL

PP

PARESH PATEL <peterpatel909@gmail.com>

Thu 4/1/2021 12:43 PM

To: Robert Nixon; PARESH PATEL <peterpatel909@gmail.com>



" Dear Mr. Nixon or whom it may concern:

Thank you for agreeing to work with me to promote new business opportunities in Quincy. As you know, my building located at 12 South Adams Street was included in the Quincy CRA's South Adams Street Façade Improvement grant program. As a result of my participation in that program, I was able to have my building's exterior restored which was a great savings to me. Consequently, I was able to invest significant funds **(\$24000.00 including brand new roof)** into improving the interior of the building.

As a direct result of the Quincy CRA's grant support and my personal investment, my building is ready for a new business tenant. Because of its location, the building is ideal for a "sports bar." In fact, I have received several serious inquiries about the space for that specific business use. However, due to alcohol sales restrictions imposed by City of Quincy ordinances, a sports bar cannot be opened in my location. I believe that there should be certain considerations that will allow alcohol sales for new businesses in our downtown. At this time, I would like to respectfully request your assistance in exploring any reasonable option that would help businesses in the **downtown to offer alcoholic beverages including hard liquors** to our patrons. Thank you.

Sincerely,"

Peter Patel

[Reply](#) [Reply all](#) [Forward](#)