

City of Quincy

City Hall

404 West Jefferson Street

Quincy, Florida 32351

www.myquincy.net



WORKSHOP/SPECIAL MEETING

Tuesday, April 20, 2021
6:00 PM

City Hall Commission Chambers

City Commission

Mayor Ronte Harris ~ District III
Mayor Pro-Tem Angela Sapp ~ District II
Commissioner Keith Dowdell ~ District I
Commissioner Freida Bass-Prieto ~ District IV
Commissioner Anessa Canidate ~ District V

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

PUBLIC NOTICE

CITY OF QUINCY COMMISSION WORKSHOP/SPECIAL MEETING

Quincy City Hall Commission Chambers
404 W. Jefferson Street ♦ Quincy, Florida 32351

**Tuesday, April 20, 2021
6:00pm**

All interested members of the public are hereby invited to attend a workshop/special meeting on the following:

- **Workshop Discussion**

- ☐ Police Workload Solutions

- **Special Meeting Discussion**

- ☐ City Manager
- ☐ Police Workload Solutions Approval
- ☐ City of Quincy Re-Opening Plan
- ☐ Update on Friends of Tanyard Creek
- ☐ Use of Tanyard Creek – Cinco De Mayo
- ☐ Use of Business Park – Car Show

For additional information please call City of Quincy at 850.618.0020.



City of Quincy, Florida
WORKSHOP/SPECIAL MEETING

AGENDA

April 20, 2021
6:00 P.M.

City Hall Commission Chambers

Call to Order

Roll Call

Workshop Items of Discussion

- Police Workload Solutions
 - Marcia Carty, Acting City Manager
 - Robert Mixson, Police Captain

Special Meeting Items of Discussion

- City Manager
 - Mayor Ronte Harris, District 3
- Police Workload Solutions Approval
 - Marcia Carty, Acting City Manager
 - Robert Mixson, Police Captain
- City of Quincy Re-Opening Plan
 - Marcia Carty, Acting City Manager
 - Charles Hayes, Interim Planning Director
 - DeCody Fagg, Parks and Recreation Director
- Update on Friends of Tanyard Creek
 - Marcia Carty, Acting City Manager
 - Charles Hayes, Interim Planning Director
- Request to Use Tanyard Creek for Cinco De Mayo Festival
 - Marcia Carty, Acting City Manager
 - Charles Hayes, Interim Planning Director
 - DeCody Fagg, Parks and Recreation Director
- Request to Use Quincy Business Park for Car Show Expo
 - Marcia Carty, Acting City Manager
 - Charles Hayes, Interim Planning Director
 - DeCody Fagg, Parks and Recreation Director

Adjournment

POLICE DEPARTMENT

Workload Solutions

**City of Quincy
City Commission
Agenda Request**

Date of Meeting: April 20, 2021

Date Submitted: April 19, 2021

To: Honorable Mayor and Members of the City Commission

From: Marcia Carty, Acting 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 in order to increase starting salary to \$39,500. 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.

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 Re-Opening Plans

**City of Quincy
City Commission
Agenda Request**

Date of Meeting: April 20, 2021

Date Submitted: April 14, 2021

To: Honorable Mayor and Members of the Commission

From: Marcia Carty, Acting City Manager
Charles J. Hayes, Purchasing Officer

Subject: Re-Opening the City

Statement of Issue:

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. 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 open to full capacity but should maintain appropriate social and personal distancing and adequate sanitation practices for employees and patrons.
- No size limitation for the gathering taking place within the City with limited social distancing protocols.
- 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 will open on May 1, 2021. Government should return to in-person quorum and public participation. With a maximum of 50% capacity in the chamber in accordance with occupancy load.

City Hall

- City Hall will open on May 1, 2021 to the public. Face covering will be required to enter the facility; social distancing is required.
- Customer Service will accept utility payments in-person and via the drive-thru window. There will be a limit of 10 customers in City Hall at any given time. Customers must wear a face covering at all times while in the building.

Public Works

- Currently collocated with Parks and Recreation may return to normal operations with limited social distancing protocols.

Parks and Recreation

- Joe Ferolito Recreation Center will re-open on May 1, 2021 to full capacity maintaining adequate sanitation practices for employees and patrons.
- Rentals of building space for activities will resume May 1, 2021 with 50% capacity as determined by the occupancy load.
- 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 will re-open May 1, 2021 to the public; face covering will be required to enter the facility.
- Will comply with the planning objectives and Guidelines in the Plan

CRA/Net Quincy Building

- The building will open to the public May 1, 2021; meetings are held in an open lobby area except for Tuesday, during the hours occupied by the Salvation Army. Face covering will be required to enter the facility; social distancing is required.

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

Update on Friends of Tanyard Creek

**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, Interim Building and Planning Director

Subject: Update on Friends of Tanyard Creek

State of Issue:

At the April 13, 2021 Commission Meeting, the Commission requested updated information on the Friends of Tanyard Creek Committee that was formed to oversee events held at Tanyard Creek.

Background:

Previously the City Manager 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 suggested that the Friends of Tanyard Creek become 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, once the committee is established, will be 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.

Update:

The Acting City Manager and Interim Planning Director met with Mrs. Monica Smart Gainous and Mr. David Garcia Jr. on April 14, 2021. All parties agreed that the Friends of Tanyard Creek will work towards forming a nonprofit organization -501(3) c. this could take approximately 14 to 16 weeks for approval. It was also agreed to over the next several months Ms. Smart and the committee will be assisting on developing the concept of the Friends of Tanyard. This concept will be brought before the board for approval.

Once the committee becomes a nonprofit organization, they will bring their proposed plans back to the Commission for approval.

Options:

No action needed.

Request to Use Tanyard Creek for Cinco De Mayo

**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

Date of Meeting: April 20, 2021

Date Submitted: April 16, 2021

To: Honorable Mayor and Members of the City Commission

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

Subject: Request to Use Tanyard Creek for Cinco De Mayo Event

Statement of Issue:

This agenda item is a request to use Tanyard Creek Park for a Cinco De Mayo Festival on May 8, 2021. The Cinco De Mayo event will be family oriented and provide fun and entertainment for all ages.

Background:

Mr. David Garcia is requesting the use of Tanyard Creek Park to host Cinco De Mayo on May 8, 2021 from 2:00pm – 9:00pm. He has received the Event Planning Kit as the guide for necessary steps for Rental of the Park. His experience with events ensure that it will be family friendly and safe. In addition to this he understands the rules of the park as provided and will adhere to them.

Mr. Garcia will purchase a liability insurance policy listing the City of Quincy as a rider. He will also provide the required security (police officers and security officers) to enforce traffic and public safety. The wearing of face masks and social distancing will be enforced as well. City Staff will be hired to clean-up on the day of the event (before and after). Volunteers will also assist with clean-up.

At least three (3) bands will be performing live and providing entertainment. There will be approximately 10 vendors at the event selling food and drinks. If approved, Mr. Garcia

will purchase a one-day permit from the State to sell alcoholic beverages at the event. The City's Hold Harmless Agreement will be signed by the Mr. Garcia as well and included in the Event Packet.

Conclusion/Recommendation:

Staff is recommending the approval of this event authorizing Mr. Garcia to host Cinco De Mayo at Tanyard Creek Park on May 8, 2021.

OPTIONS:

Option 1: Vote to approve the request from Mr. David Garcia to use Tanyard Creek Park to host a Cinco De Mayo Festival on May 8, 2021 from 2:00pm – 9:00pm.

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

Staff Recommendation:

Option 1

Request to Use Quincy Business Park For Car Show

**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

MEETING DATE: April 20, 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