



City Hall

404 West Jefferson Street
Quincy, Florida 32351

www.myquincy.net

Regular City Commission Meeting

Tuesday, February 28, 2023
6:00 PM

City Hall Commission Chamber

City Commissioners

Mayor Keith Dowdell – District I
Mayor Pro Tem Anessa Canidate – District V
Commissioner Angela G. Sapp – District II
Commissioner Ronte R. Harris – District III
Commissioner Frieda Bass-Prieto – District IV

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



City Commission Meeting
Tuesday, February 28, 2023

6: 00 PM

City Hall

Commission Chamber

AGENDA

Call to Order

Invocation

Elder Donny Young, St. John Church of God in Christ, Quincy, FL

Pledge of Allegiance

Roll Call

Approval of Agenda

Proclamation

Special Presentations

Mayor Keith Dowdell, District One

- Maude Lee Nealy
- Trakeshia Dowdell

Commissioner Angela Grant Sapp, District Two

- Bettye Ponder
- Gertrude Betsy

Commissioner Ronte Harris, District Three

- Sam Palmer
- Ora Green

Commissioner Frieda Bass-Prieto, District Four

- Deacon J. L. Gaymons
- Ms. Lizzie Figgers

Mayor Pro Tem Anessa Canidate, District Five

- Stella Murray
- Elnora Dantley

Items for Consent by the Commission

1. Approval of February 14, 2023, Regular Commission Meeting Minutes
 - Janice Shackelford Clemons, City Clerk
2. Approval of Option 1, to fund the Tau Zeta Graduate Chapter, in the requested amount of \$10,000
 - Robert Nixon, City Manager

COMMENTS FROM THE AUDIENCE

Public Hearings and Ordinances as Scheduled or Agendaed

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

Resolutions

Reports, Requests, and Communications by the City Manager and Commissioners

Reports by Boards and Committees

Other Items Requested to be Agendaed by Commission Member(s), the City

Manager and Other City Officials

Comments

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

Adjournment

Title XIX: PUBLIC BUSINESS - Chapter 286 - PUBLIC BUSINESS: MISCELLANEOUS PROVISIONS -
SECTION 0105 - Notices of meetings and hearings must advise that a record is required to appeal.

286.0105 - Notices of meetings and hearings must advise that a record is required to appeal. Each board, commission, or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing if notice of the meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing.

SPECIAL PRESENTATIONS

MAYOR
Keith Dowdell
District One

COMMISSIONER
Angela Grant Sapp
District Two

COMMISSIONER

Ronte Harris

District Three

COMMISSIONER
Frieda Bass-Prieto
District Four

MAYOR PRO TEM
Anessa Canidate
District Five

ITEMS FOR CONSENT

Approval of
February 14, 2023,
Regular
Commission
Meeting Minutes

CITY COMMISSION
Tuesday, February 14, 2023
6:09 P.M. (Eastern)

REGULAR MEETING
QUINCY, FLORIDA 32351

CITY COMMISSION REGULAR MEETING MINUTES

The City of Quincy City Commission met in a regular in-person meeting on Tuesday, February 14, 2023, with **Mayor Keith Dowdell** opening the meeting up and the following Commissioners present:

Mayor Pro Tem Anessa Canidate
Commissioner Angela G. Sapp
Commissioner Ronte R. Harris
Commissioner Freida Bass-Prieto

City Staff and Guests:

Robert Nixon, City Manager
Gary Roberts, City Attorney
Janice Shackelford Clemons, City Clerk
Marcia Carty, Finance Director
DeCody Fagg, Parks, and Recreation Director
Richard Ash, Utility Director
Anthony Baker, Fire Chief
Timothy Ashley, Police Chief
Jim Southerland Sr., WQTN-13 Administrator

Men of Action (Toys for Tots)
Sam Palmer
Henry Gunn

Sheila Knowles, ELF & Associates

The regular in-person meeting was recorded and held in accordance with Florida Sunshine Law. (Note: Digital formatted documents/media are public records.)

Called to Order

Mayor Dowdell called the Regular Commission meeting to order at 6:09 pm. An invocation was provided by Charles Morris, Sr. Pastor of New Bethel AME Church, Quincy, FL, followed by the pledge of allegiance, Ms. Ayonna Charese, provided a musical selection of "Lift Every Voice and Sing" and Mrs. Joanne Kimble recited Maya Angelou's poem "Still I Rise". Mayor Dowdell requested a roll call.

Approval of Agenda

Commissioner Harris offered a motion to add the Executive Session to the agenda and Toys for Tots to the agenda under special presentations.

Mayor Pro Tem Candidate seconded the motion.

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

The Motion Carried 5 to 0.

Executive Session

Court-ordered Mediation in the Recall and Sunshine Cases

- Gary Roberts, City Attorney

Summary of the Discussion by Staff and the Commission

City Attorney Gary Roberts requested that the Commission grant him and City Manager Robert Nixon full authority to settle all matters related to the recall and sunshine cases, on Monday, February 20, 2023, at the court-ordered mediation.

Commissioner Harris offered a motion granting the city attorney and city manager full authority to settle all matters related to the recall and sunshine cases, on Monday, February 20, 2023, at the court-ordered mediation.

Commissioner Sapp seconded the motion.

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

The Motion Carried 5 to 0.

Proclamations

Mayor's Proclamation Honoring Black History Month

- Mayor Keith Dowdell

Summary of the Discussion by Staff and the Commission

Mayor Dowdell read in part the mayor's proclamation honoring Black History Month.

Mayor Dowdell presented the proclamation to Rev. Charles Morris, Pastor of New Bethel AME Church, Quincy, Florida.

Special Presentation

~~Gadsden County Development Council~~

~~• Beth Cicchetti~~

Toys for Tots (Gadsden County Men of Action)

- Sam Palmer
- Henry Gunn

Summary of the Discussion by Staff and the Commission

Mr. Palmer stated that he's been coordinating Toys for Tots for 6 years.

Mr. Palmer stated that the City of Quincy was a great help to Toys for Tots this past Christmas season.

Mr. Palmer stated that 13,300 toys were given out in Gadsden County.

Mr. Palmer provided photos of bags of toys and bicycle displays to the Commission.

Mr. Gunn presented the Commission with a plaque on behalf of the US Marine Reserves Corp, Toys for Tots.

Items for Consent by the Commission

1. Approval of January 24, 2023, Regular Commission Meeting Minutes
 - Janice Shackelford-Clemons, City Clerk
2. Approval of October 2022, November 2022, and December 2022 Financial Reports
 - Robert Nixon, City Manager
 - Marcia Carty, Finance Director

Summary of the Discussion by Staff and the Commission

Agenda Item #1 Approval of January 24, 2023, Regular Commission Meeting Minutes

Commissioner Sapp offered a motion to approve January 24, 2023, Regular Commission Meeting Minutes.

Commissioner Bass-Prieto seconded the motion.

Commissioner	Vote
Mayor Dowdell	Yes
Mayor Pro Tem Candidate	Yes

Commissioner Sapp	Yes
Commissioner Harris	Yes
Commissioner Bass-Prieto	Yes

The Motion Carried 5 to 0.

Summary of the Discussion by Staff and the Commission

Agenda Item #2 Approval of October 2022, November 2022, and December 2022 Financial Reports

Commissioner Sapp offered a motion to accept October 2022, November 2022, and December 2022 Financial Reports.

Commissioner Bass-Prieto seconded the motion.

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

The Motion Carried 5 to 0.

COMMENTS FROM THE AUDIENCE

Tom Lewis, no address provided, made the following comments:

- Stated that he is the CFO and a board member of the Big Bend Community Development Corp.
- Stated that the BBCDC started over 20 years ago in Tallahassee.
- Stated that the BBCDC has built over 150 affordable houses.
- Stated that in May the BBCDC moved its head office to 16 N. Adams Street, Quincy, FL.
- Stated that one of its tenants makes unbelievable pound cakes.
- Stated that the space in the bakery was made larger to add Q-Dogs and Cream.
- Stated that the grand opening of Q-Dogs and Cream is next Friday, at 4 pm.
- Stated that there are hopes of opening a Black History Museum, in the City of Quincy.

City Manager Nixon stated how excited he is to see the BBCDC in Quincy and Mr. Lewis who is well-known in economic development.

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

3. Resolution 1436- 2023 – Request for the Temporary Road Closure for the Black Heritage Parade
 - Robert Nixon, City Manager
 - Timothy Ashley, Police Chief

Agenda Item #3 Resolution 1436-2023 – Request for the Temporary Road Closure for the Black Heritage Parade

Summary of the Discussion by Staff and the Commission

Captain Monroe stated that the request is for a temporary closure of highway 90.

City Manager Nixon stated that FDOT has permitted the temporary closing of highway 90.

City Manager Nixon stated that this is a formality to bring the request to the Commission.

Captain Monroe stated that the detour route has been preapproved pending the approval of the resolution by the Commission.

Captain Monroe stated that traffic will be detoured to the truck route.

Captain Monroe stated that traffic will make a left turn to the truck route on King Street.

Charles Hayes clarified that no trucks would travel westward down King Street.

Commissioner Bass-Prieto pointed out that big trucks traveling in residential areas are unsafe for the neighborhood and especially for children outside playing.

Commissioner Bass-Prieto reminded the Commission that there is no “Truck Through” signs along King Street.

Commissioner Sapp agreed that large trucks traveling through residential areas are problematic, however, the celebration of Black History should allow for a few hours of inconvenience.

Commissioner Sapp offered a motion to approve Resolution 1436-2023, Request for the Temporary Road Closure for the 2023 Black Heritage Parade.

Mayor Dowdell seconded the motion.

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

The Motion Carried 5 to 0.

Reports, Requests, and Communications by the City Manager

4. Resurfacing of B.W. Roberts and McArthur
 - Robert Nixon, City Manager
 - Reggie Bell, Public Works Director
5. Update on Plan to Complete the Fiber Optic Repairs
 - Robert Nixon, City Manager
 - Richard Ash, Utilities Director
6. Approval of the City's Lobbyist and Contract
 - Robert Nixon, City Manager
 - Juanita Brunson, Purchasing Agent

Agenda Item #4 Resurfacing of B.W. Roberts and McArthur

Summary of the Discussion by Staff and the Commission

City Manager Nixon stated that it has been at 20 years since the resurfacing of B.W. Roberts and McArthur Streets.

City Manager Nixon stated that the initial paving of the streets had several flaws which included the thickness of the asphalt.

City Manager Nixon stated that staff recommends milling and resurfacing the streets with a thicker layer of asphalt.

Commissioner Harris offered a motion to approve the proposal for \$126,420.00 to mill and resurface B.W. Roberts and McArthur Streets and to authorize the city manager to execute the proposal.

Mayor Dowdell seconded the motion.

Commissioner	Vote
Mayor Dowdell	Yes
Mayor Pro Tem Candidate	Yes
Commissioner Sapp	Yes

Commissioner Harris	Yes
Commissioner Bass-Prieto	Yes

The Motion Carried 5 to 0.

Agenda Item #5 Update on Plan to Complete the Fiber Optic Repair

Summary of the Discussion by Staff and the Commission

Utilities Director Ash stated that in 2018 Hurricane Michael’s landfall devastated the City’s fiber optic system.

Utilities Director Ash stated that work on the fiber system began but stopped.

Utilities Director Ash stated that all the work on the fiber system was done before his employment with the city.

Utilities Director Ash stated that the staff is committed to finishing the work by April 2023.

Utilities Director Ash stated that a lot was damaged, and materials were purchased by the contractor.

Utilities Director Ash stated that repairing the fiber optic system is time sensitive to receive FEMA reimbursements.

Utilities Director Ash stated that the fiber optic system can open the way to modernize the City’s phone system, traffic signals, cameras, and electric substations adding security, functionality, and information access.

Utilities Director Ash provided a list of items that needed to be completed to operationalize the fiber optic backbone.

Utilities Director Ash stated staff contacted Applied Comp-Tek and asked if they would comply with the old contract, build the system back, and meet the March 31, 2023 deadline.

Utilities Director Ash stated that Applied Comp-Tek agreed to the terms.

Commissioner Harris thanked the city manager for his direction in moving the project forward.

Commissioner Harris stated that he appreciates having someone in-house monitoring the project.

Utilities Director Ash stated that the goal is to read meters automatically.

City Manager Nixon thanked Utilities Director Ash for getting the project back on track.

City Manager Nixon noted that the mayor pro tem attended a workshop a few weeks ago and brought back grant information on applying for water meters. Commissioner Sapp also applauded Utilities Director Ash on how he has embraced the job and the follow through.

Agenda Item #6 Approval of the City's Lobbyist and Contract

Summary of the Discussion by Staff and the Commission

City Manager Nixon stated how excited he was to present this agenda item to the Commission.

City Manager Nixon stated that Sheila Knowles owner of ELF & Associates came out on top during the bidding process.

City Manager Nixon reminded the Commission that Mrs. Knowles had done a presentation before them.

City Manager Nixon stated that the agenda item is to approve ELF & Associates contract.

City Manager Nixon stated that the city attorney reviewed the contract.

Commissioner Sapp pointed out that the contract date began on January 1, however, the scoring process did not occur until January 20.

City Manager Nixon stated that the contract date would be changed to reflect the day after January 20.

Commissioner Sapp questioned if the language in sec. 5.12 of the contract was typical.

City Attorney Roberts stated that he would reword sec. 5.12.

Commissioner Sapp offered a motion to approve ELF & Associates' contract with the identified changes to the contract.

Mayor Pro Tem Candidate seconded the motion.

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

The Motion Carried 5 to 0.

City Lobbyist Sheila Knowles stated that the City submitted four appropriations to Senator Corey Simon's office.

City Lobbyist Sheila Knowles stated that the City also submitted four appropriations to State Representative Gallop Franklin's office.

City Lobbyist Sheila Knowles went through each of the senate appropriations projects.

City Lobbyist Sheila Knowles stated that the appropriation request is approximately 7.2 million dollars.

City Lobbyist Sheila Knowles stated that no appropriations had been filed in the house yet.

City Lobbyist Sheila Knowles stated that we will see our appropriations projects listed soon on Senator Simon's website.

City Lobbyist Sheila Knowles stated much of the work would begin when the budget is published.

City Lobbyist Sheila Knowles stated that all of the appropriations were emailed to each commissioner.

Mayor Pro Tem Candidate thanked Mrs. Knowles for keeping the line of communication open.

City Lobbyist Sheila Knowles stated that there is money forthcoming for affordable housing.

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, Robert Nixon

- Stated that the city had begun the process of turning off utilities for non-payment.
- Stated that the Salvation Army is back and housed inside city hall near customer service to assist citizens with their electric bills.
- Stated that the interaction with citizens had been good during the cut-off process.
- Stated that the city is accommodating citizens with manageable agreements to bring their utility bill current.
- Applauded staff for their professionalism.
- Stated that the first trial ride event will take place on Sunday, February 26 in the business park.

- Stated that the event would end at 8 pm.
- Stated that these events allow young people to get together, which is safe.
- Stated that the camo event took place without any incident.
- Stated that the word is that several deputies are participating in the ride-along.
- Stated that these events are family oriented.
- Reminded the Commission that the Big Bend Habitat home dedication is taking place on Wednesday, February 15 at 10 am on Cooper Street.
- Thanked his executive assistant for doing a fantastic job.

Commission

City Clerk, Janice Shackelford Clemons

- Wished everyone a Happy Valentine's Day.

City Attorney, Gary Roberts

- Thanked the Commission for providing him and the city manager full authority to settle all of the pending litigations in the court-ordered mediation scheduled for February 20, 2023.

Commissioner Sapp

- Thanked Mrs. Kimble and her daughter for bringing the moving renditions of "Lift Every Voice and Sing" and the poem " Still I Arise".
- Thanked Mr. Sam Palmer and Mr. Henry Gunn for providing the commission feedback on the toys for the tots Christmas event.
- Requested more information on the Firehouse Subs event.

Fire Chief Baker stated that the ceremony will be held on February 28, 2023, at 2 pm at 1908-1 Capital Circle NE in Tallahassee.

Fire Chief Baker stated that this is the second grant the fire department received for tools.

Fire Chef Baker stated that the costs of the tools are approximately \$37,000.

- Thanked the city manager for tending to the trees at Stevens Park.
- Requested to meet with Police Chief Ashley to schedule the walk and talk in district 2.
- Excited for the young lady receiving the habitat home and will attend the dedication.
- Stated that there is a request for a speed hump or a calming device at 922 Crawford Street. Stated that the homeowner has a special needs child and traffic speeds through the area.

Commissioner Bass-Prieto

- Thanked the new lobbyist, Sheila Knowles for answering her questions and all the work she's done so far.
- Stated that some American Rescue funds are still available and there needs to be a plan to hit the ground running for next year's legislative agenda.
- Requested a timeline for laying the fiber. Stated that write-a-ways are being torn up and hope that they will be restored beautifully.
- Stated that several citizens have called regarding changing the ordinance to raise chickens.
- Because of many reasons, stated that she could not support raising chickens.
- Requested a traffic study and speed humps on Sharon Street.
- Wished everyone a very Happy Valentine's Day.
- Thanked the employees and city manager for doing an outstanding job.

Commissioner Harris

- Thanked the city manager and staff for working with individuals on various events.
- Stated that these events are turning out huge numbers of people.
- Stated that these events are safe and family-friendly.
- Stated that everyone desiring to hold an event on city property must adhere to the same city policies.
- Stated that the city needs to be consistent with enforcing the event policy.
- Requested the status of the new labor negotiations.
- Requested that the city attorney research the legality of having contract employees doing the same work as unionized employees.
- Would like to see citizens provided with online communication with the customer service department.
- Would like to discuss beautifying the city's entrance.
- Excited about management and the path the city is moving.

Mayor Pro Tem Canidate

- Thanked Public Works Department for cutting back the hedges in Osceola Park.

Mayor Dowdell

- Thanked the departments for being patient with the utility customers.
- Requested an update on downtown.
- Stated how much he loves and appreciates everyone.
- Wished everyone a Happy Valentine's Day.

The adjournment was motioned by Commissioner Sapp and seconded by Mayor Dowdell at 7:58 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:

Keith A. Dowdell, Mayor, and
Presiding Officer of the City
Commission and of the City of
Quincy, Florida

ATTEST:

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

Approval of
Option 1,
to Fund the
Tau Zeta Graduate
Chapter

**CITY OF QUINCY- CITY COMMISSION
AGENDA REQUEST**

DATE OF MEETING: February 28, 2023
DATE SUBMITTED: February 20, 2023
TO: Honorable Mayor and Members of the City Commission
FROM: Rob Nixon, City Manager
SUBJECT: Aid to local Non-Profit Organizations

Background:

For many years, the City of Quincy has supported community-based organizations which provide goods, services, and programs as a means of addressing quality-of-life challenges impacting residents. The Quincy City Commission approved a budget for the fiscal year 2022-2023 which included funding to provide financial aid to Non-Profit Organizations located in the City serving its residents.

Statement of Issue:

During this year's budget cycle, the City Commission heard presentations and received requests for funding from several non-profit organizations.

During a special meeting on October 25, 2022, the commission voted to fund several non-profit organizations up to \$10,000.

Although a request was submitted for funding, Tau Zeta Graduate Chapter was not properly notified of a meeting date.

Tau Zeta Graduate Chapter was organized on May 26, 1956, with nine chartered members in Quincy, Florida, and engages in several recurring events throughout the City of Quincy, specifically tailored to women, youth, seniors, and men.

<u>Non-Profit Organization</u>	<u>Requested Amount</u>
Tau Zeta Graduate Chapter	\$10,000

Staff is recommending that the City Commission approve the funding request of \$10,000.

Options:

Option 1: Approve the funding request of \$10,000.

Option 2: Board direction.

Staff Recommendation:

Option 1



APPLICATION FOR NON-PROFITS REQUESTING GRANT FUNDING FROM THE CITY OF QUINCY

CHECK LIST:

- Completed Application
- Attachment 1: Most recent Financial Statement
- Attachment 2 Operating Budget for Current Year
- Attachment 3: Current List of Board Members
- Attachment 4: Articles of Incorporation/Charter
- Attachment 5: 501 (c)(3) Certificate
- Attachment 6: Most recent IRS 990 (If 990 is not required by organization, please provide a letter explaining why not) Please see attached letter.

APPLICATION

I. AGENCY INFORMATION

Agency Name: Tau Zeta Alumni Chapter Zeta Phi Beta Sorority, Inc. Storks Nest

Executive Director: Cassundrea L. Thomas

Mailing Address: P.O. Box 708 Quincy, FL 32353

Physical Address: 19 Zeta Street, Quincy, FL 32351

Phone: 904-333-9696

Email: tauzetaquincy@gmail.com

Person Completing Application: Cassundrea L. Thomas

Federal Tax I.D. Number (EIN): 59-3205917

Amount Requested: \$10,000

Request purpose: Operations or Capital:

II. PROGRAM INFORMATION

-Describe the general purpose of your organization:

The Tau Zeta Chapter of Zeta Phi Beta Sorority, Inc. which was organized May 26, 1956 with nine chartered members in Quincy, Florida. We are a non-profit 501(c)3 community conscious action-oriented organization. We stand on our principles Scholarship, Service, Sisterhood and Finer Womanhood. I would like to take a moment and go over a few of our local and national program and services.

- **Our local Tau Zeta Chapter organization introduced** our youth program 2/23/1969 in Gadsden County that service ages 11 to 18. We teach live skills, mentor, self-empowerment, promote scholarship, interview skills, etc.
- **Our local Tau Zeta Chapter purchased our Sorority House** in city limits district one, June 1994, where we have our chapter and auxiliary meetings, and we house our Stork's Nest in partnership with March of Dimes.
- **Our local Tau Zeta Chapter adopts schools in Gadsden County** to provide services: warm clothing drive, teacher supply drive, scholarships, feeding the hungry, helping the homeless student population etc.
- **Elder Care Initiative is one of our National Programs**-supporting the caregiver and volunteering at senior care facilities.
- **Stork's Nest is one of our National Programs**-This program is designed to promote prenatal care participation and encourage healthy behaviors during pregnancy through two components-incentives and education. This program allows us to reach other municipalities as registrants can take the required course via on line regardless of their location.
- **Zeta Prematurity Awareness one of our National Program**- occurs annually during the entire month of November in support of the March of Dimes' Prematurity Awareness Month and World Prematurity Day on November 17th.
- **Finer Academy 850/Debutante Ball**- Zeta Phi Beta Sorority, Inc. Tau Zeta Chapter Finer Academy 850/Debutante/Dove in waiting initiative. Finer Academy 850 provides six weeks of life skills training empowering young ladies to do and become what God has called them to be in life. When you know your value and worth you will not fall into many diverse temptations. Finer Academy 850 is to empower the mind, body and soul in hopes of producing young ladies of courage, confidence and character who will make a difference in this world! Finer Academy 850 are young ladies who exemplify poise, leadership and respect within their schools and communities. If you are invited to participate, you will have the opportunity to engage in various workshops and activities that will encourage future success. At the end of the program the young ladies will make their debut at our debutant ball to showcase their learnings in front of their family and friends.
- **Get Engaged one of our National Program**- The program was designed to address the underlying issues in our communities: drive individual and community engagement; empower citizens to get involved; and cultivate a culture of mutual respect in our communities!

We are Zetas Helping Other People Excel (Z-HOPE) where we have interactive holistic multidimensional outreach programs designed to enhance, cultivate, and empower participants to develop health promoting lifestyle choices across the lifespan. Specific to the population groups; Women, Youth, Seniors, and Men. We would like to continue our efforts in the

communities in which we are requesting your assistance in helping with moving our goals and efforts forward

III. CONSITUENTS

-Provide the following information about your clients based upon your most recent data.
Information current as of (date): February 6, 2023

<u>Residence of Clients Served</u>	<u>Number</u>
Quincy	<u>500+</u>
Another municipality	<u>100</u>
Gadsden County	<u>1500+</u>

IV. PURPOSE OF FUNDING:

-Identify specifically what you seek to accomplish with the requested funding:

We would like to continue to provide the following services to the community our Elder Care Program, Stork's Nest, Adopt-a-school program, Finer Academy 850 and our Youth auxiliaries.

-Describe how this will help your organization achieve its goals: The funds will help our organization to be able to serve more in the community with resources, education, prevention and stability.

V. FUNDING:

-List all grants received from the City of Quincy in the last five years.
City of Quincy Anti-Crime Prevention Seed Grant for \$5,000 in September 2021

-List all other funding sources received by your organization including the principal source of funding: Individual Direct Support

-Provide the following budget expense information for the current year:

Personnel (Salaries/Benefits)	<u>0</u>	% of Annual Budget
Operations (rent, utilities, supplies, etc.)	<u>40</u>	% of Annual Budget
Programs (Activities)	<u>60</u>	% of Annual Budget
Other	<u>0</u>	% of Annual Budget

VI. CERTIFICATION

As the chief executive officer of this agency, I certify that the above information is true and complete to the best of my knowledge and belief; I further certify that this agency shall comply with the following applicable regulations:

President's Executive Order No. 11246 and 11375 which prohibit discrimination in employment regarding race, color, religion, sex or national origin; Title VI of the Civil Rights Act of 1964; Copeland Anti-Kick Back Act; the Contract Work Hours and Safety Standards Act, Section 402 of the Vietnam Veterans Adjustment Act of 1974; Section 503 of the Rehabilitation Act of 1973; and the Americans with Disabilities Act of 1990.

I further certify that, if this agency is a religious organization, this agency shall not use grant funds to engage in any of the following activities: (1) perform inherently religious activities such as worship, religious instruction, or proselytization; (2) acquire, construct, or rehabilitate structures or properties that shall be used for inherently religious activities, including sanctuaries and chapels; and (3) discriminate against any beneficiary or prospective beneficiary of the grant on the basis of religion or belief.

I further agree that any funds received in response to this grant application will be used for the purposes for which they were requested and that the doner organization will comply with the procedures and requirements set forth in this application. Any donated funds not used for their specified purpose must be returned to the City of Quincy, FL.

Cassandra R. Thomas 2/6/23
Signature of Executive Director Date

Carolyn Francis 2-6-23
Signature of Board President or Chairperson Date



Tau Zeta Graduate Chapter
Zeta Phi Beta Sorority, Inc.
Post Office Box 708 Quincy, Florida 32351

April 29, 2022

The Honorable Ronte R. Harris
Mayor of Quincy, Florida
404 West Jefferson Street
Quincy, FL 32351

Dear Honorable Mayor Harris,

I hope this letter finds you well. I would like to take the time and share with the City of Quincy, The Tau Zeta Chapter of Zeta Phi Beta Sorority, Inc. which was organized May 26, 1956 with nine chartered members in Quincy, Florida. We are a non-profit 501(c)3 community conscious action-oriented organization. We stand on our principles Scholarship, Service, Sisterhood and Finer Womanhood. I would like to take a moment and go over a few of our local and national program and services.

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- **Our local Tau Zeta Chapter purchased our Sorority House** in city limits district one, June 1994, where we have our chapter and auxiliary meetings and we house our Stork's Nest in partnership with March of Dimes.
- **Our local Tau Zeta Chapter adopts schools in Gadsden County** to provide services: warm clothing drive, teacher supply drive, scholarships, feeding the hungry, helping the homeless student population etc.
- **Elder Care Initiative is one of our National Programs**-supporting the caregiver and volunteering at senior care facilities.
- **Stork's Nest is one of our National Programs**-The programs is designed to promote prenatal care participation and encourage healthy behaviors during pregnancy through two components-incentives and education.
- **Zeta Prematurity Awareness one of our National Program**- occurs annually during the entire month of November in support of the March of Dimes' Prematurity Awareness Month and World Prematurity Day on November 17th.
- **Get Engaged one of our National Program**- The program was designed to address the underlying issues in our communities: drive individual and community engagement; empower citizens to get involved; and cultivate a culture of mutual respect in our communities.



Tau Zeta Graduate Chapter
Zeta Phi Beta Sorority, Inc.
Post Office Box 708 Quincy, Florida 32351

We are Zetas Helping Other People Excel (Z-HOPE) where we have interactive holistic multidimensional outreach programs designed to enhance, cultivate and empower participants to develop health promoting lifestyle choices across the lifespan. Specific to the population groups; Women, Youth, Seniors and Men. We would like to continue our efforts in the communities in which we are requesting your assistance in helping with moving our goals and efforts forward by requesting \$10,000 in Quincy Grant Funds. Thank you in advance for your consideration.

Sincerely,

Cassundrea L. Thomas

Cassundrea L. Thomas,
Chapter President
Zeta Phi Beta Sorority, Inc.
Tau Zeta Chapter

Tau Zeta Alumni Chapter Zeta Phi Beta Sorority Inc. Storks Nest

EIN: 59-3205917 | Quincy, Florida, United States

Other Names

TAU ZETA ALUMNI CHAPTER ZETA PHI BETA SORORITY INC STORKS NEST

Publication 78 Data

Organizations eligible to receive tax-deductible charitable contributions. Users may rely on this list in determining deductibility of their contributions.

On Publication 78 Data List: Yes

Deductibility Code: PC 

Determination Letter

A favorable determination letter is issued by the IRS if an organization meets the requirements for tax-exempt status under the Code section the organization applied.

Final Letter(s)

FinalLetter_59-

3205917_TAUZETAALUMNICHAPTERZETAPHIBETASORORITYINCSTORKSNEST_02202019_01.tif [https://apps.irs.gov/pub/epostcard/dl/FinalLetter_59-3205917_TAUZETAALUMNICHAPTERZETAPHIBETASORORITYINCSTORKSNEST_02202019_01.tif]

Form 990-N (e-Postcard)

Organizations who have filed a 990-N (e-Postcard) annual electronic notice. Most small organizations that receive less than \$50,000 fall into this category.

^ Tax Year 2021 Form 990-N (e-Postcard)

Tax Period:

2021 (01/01/2021-12/31/2021)

EIN:

59-3205917

Organization Name (Doing Business as):

TAU ZETA ALUMNI CHAPTER ZETA PHI BETA SORORITY INC
STORKS NEST

Mailing Address:

PO Box 708
Quincy, FL 32353
United States

Principal Officer's Name and Address:

Cassundrea Thomas
11051 Barbizon Circle West
Jacksonville, FL 32257
United States

Gross receipts not greater than:

\$50,000

Organization has terminated:

No

Website URL:

✓ Tax Year 2020 Form 990-N (e-Postcard)

✓ Tax Year 2019 Form 990-N (e-Postcard)

2022-2023 Yearly Budget for Zeta Phi Beta Sorority, Inc. Tau Zeta Chapter Quincy, FL

Expenses

	Estimated	Actual
Total Expenses	\$40,369.50	\$0.00

	Estimated	Actual
Zeta House		
Utilities	\$2,000.00	
Insurance	\$1,138.00	
Yard Maintenance	\$750.00	
Repairs (Wood Rot, electrical, Plumbing, etc.)	\$7,000.00	
Pest Control	\$500.00	
Security Alarm	\$1,000.00	
Stork's Nest	\$2,500.00	
Totals	\$14,888.00	\$0.00

	Estimated	Actual
Office Supplies		
Postage	\$320.00	
Paper	\$100.00	
Ink	\$200.00	
Banners	\$500.00	
Photocopying/Printing	\$250.00	
Totals	\$1,370.00	\$0.00

	Estimated	Actual
Charitable Giving		
Z-Hope activities	\$7,500.00	
Scholarships	\$5,500.00	
Totals	\$13,000.00	\$0.00

	Estimated	Actual
Insurance/Trainings/Conferences/Ad's		
National, Regional, State	\$685.00	
Journal Ads	\$375.00	
Chapter Retreat	\$2,000.00	
Zoom	\$180.00	
President/Delegates	\$1,000.00	
National Chapter Insurance	\$385.00	
Geographical Dues	\$150.00	
Totals	\$4,775.00	\$0.00

	Estimated	Actual
Social Activities		
Food	\$3,000.00	
Paper goods	\$350.00	
Decorations	\$650.00	
Room Rentals	\$1,175.00	
Event Security	\$400.00	
New Members	\$600.00	
Totals	\$6,175.00	\$0.00

	Estimated	Actual
State of Florida/CPA Fees		
State of Florida Annual Report	\$61.50	
CPA preparation 1099	\$100.00	
Totals	\$161.50	\$0.00



**Zeta Phi Beta Sorority, Inc.
Tau Zeta Graduate Chapter**

Post Office Box 708, Quincy, Florida 32351 tauzetaquincy@gmail.com
 Valerie Hollingsworth Baker, International President
 LaWanda E. Harper, Southeastern Regional Director
 Paula A. Kay, Florida State Director
 Cassundrea Lynn Thomas, Tau Zeta Chapter President

February 6, 2023

To Whom It May Concern:

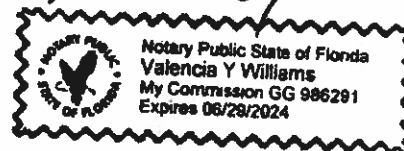
This letter is being submitted to confirm the list of Zeta Phi Beta Sorority, Inc. Tau Zeta Chapter Board Members:

- Cassundrea L. Thomas-Executive Director
- Arriane Graham
- Cynthia Reynolds
- Carolyn Francis-Board Chair
- Lizzie Thomas
- Elesha Brown
- Vicky Campbell
- Sonja Wilson-Lewis
- LaTasha Dillworth-Porter

If you have additional questions or need additional information, please feel free to contact me at 904-333-9696 and/or tauzetaquincy@gmail.com

Sincerely,

Cassundrea L. Thomas,
Chapter President
Zeta Phi Beta Sorority, Inc.
Tau Zeta Chapter



Zeta Phi Beta Sorority, Inc.

Scholarship * Service * Sisterhood * Finer Womanhood | Since 1920

Zeta Phi Beta



Certificate of Chartership

DUPLICATE CHARTER

To whom these presents shall come Greetings:

We hereby certify that

Tau Zeta

is a duly accredited Graduate Chapter and is granted all rights, honors and privileges as provided by the Constitution, by-laws and Ritual of Zeta Phi Beta Sorority.

In witness whereof we have herewith set our hand and affixed the seal this 26th day of May in the year, 1956



Regional Director

Valee Hollingsworth Baker

International Grand Basileus

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

JUL 10 2019

TAU ZETA ALUMNI CHAPTER ZETA PHI
BETA SORORITY INC STORKS NEST
PO BOX 708
QUINCY, FL 32361

Employer Identification Number:
59-3205917

OLN:

17053056578009

Contact Person:

JULIE CHEN

ID# 31261

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Public Charity Status:

170(b)(1)(A)(vi)

Form 990/990-EZ/990-N Required:

Yes

Effective Date of Exemption:

February 20, 2019

Contribution Deductibility:

Yes

Addendum Applies:

No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947



Tau Zeta Graduate Chapter
Zeta Phi Beta Sorority, Inc.
Post Office Box 708 Quincy, Florida 32351

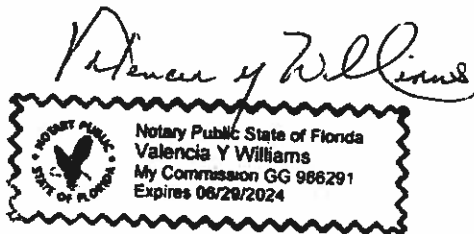
February 6, 2023

City of Quincy
404 West Jefferson Street
Quincy, FL 32351

This letter is to advise that we are required by IRS to provide form 990-N (e-Postcard) which is an annual electronic notice most small tax-exempt organizations who annual gross receipts normally are \$50,000 or less. Our organization falls into this category and are eligible to file this form instead of Form 990 or Form 990-EZ.

Sincerely,

Cassundra L. Thomas,
Chapter President
Zeta Phi Beta Sorority, Inc.
Tau Zeta Chapter



2022 FLORIDA NOT FOR PROFIT CORPORATION ANNUAL REPORT

DOCUMENT# 747988

**FILED
May 25, 2022
Secretary of State
3311414759CC**

Entity Name: TAU ZETA ALUMNI CHAPTER, ZETA PHI BETA SORORITY, INC., STORK'S NEST

Current Principal Place of Business:

19 PORRO STREET
QUINCY, FL 32351

Current Mailing Address:

P.O. BOX 708
QUINCY, FL 32353 US

FEI Number: 59-3205917

Certificate of Status Desired: No

Name and Address of Current Registered Agent:

JACKSON, LILLIE S
400 DEERWOOD CIRCLE
QUINCY, FL 32352 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE:

Electronic Signature of Registered Agent

Date

Officer/Director Detail :

Title P
Name THOMAS, CASSUNDREA
Address 159 STRONG ROAD
City-State-Zip: QUINCY FL 32351

Title VD
Name GRAHAM, ARRIANE
Address 395 FOXFIRE COURT
City-State-Zip: QUINCY FL 32351

Title T
Name REYNOLDS, CYNTHIA
Address 1087 SELMAN ROAD
City-State-Zip: QUINCY FL 32351

Title D
Name JACKSON, LILLIE S
Address 400 DEERWOOD
City-State-Zip: QUINCY FL 32352

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 617, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: LILLIE S. JACKSON

DIRECTOR

05/25/2022

Electronic Signature of Signing Officer/Director Detail

Date