

PUBLIC NOTICE

CITY OF QUINCY, FLORIDA REGULAR CITY COMMISSION MEETING



**CITY HALL
COMMISSION CHAMBER
404 WEST JEFFERSON STREET
QUINCY, FLORIDA 32351**

**2nd Tuesday, July 12, 2022
6:00 P.M.**

All interested members of the public are hereby notified of the Regular City Commission Meeting on the **2nd Tuesday, July 12, 2022 at 6:00 P.M.** in the City Commission Chamber.

**For additional information, please call the City of Quincy at
(850) 618-1881.**

City of Quincy

City Hall

404 West Jefferson Street
Quincy, Florida 32351



www.myquincy.net

Regular City Commission Meeting 2nd Tuesday, July 12, 2022 6:00 P.M.

City Hall Commission Chamber

City Commissioners

Mayor Keith A. Dowdell, District 1
Mayor Pro-Tem Anessa A. Canidate, District 5
Commissioner Angela G. Sapp, District 2
Commissioner Ronte R. Harris, District 3
Commissioner Freida Bass-Prieto, District 4



City of Quincy, Florida
Regular City Commission Meeting
AGENDA
2nd Tuesday, July 12, 2022
6:00 P.M.
City Hall Commission Chamber

Call to Order

Invocation

Pledge of Allegiance

Roll Call

Approval of Agenda

Proclamations

Special Presentations

Items for Consent by the Commission

1. Minutes: **Special Meeting** – Wednesday, May 18, 2022
 - Janice Shackelford Clemons, City Clerk
2. Minutes: **Regular Meeting** – Tuesday, May 24, 2022
 - Janice Shackelford Clemons, City Clerk
3. Minutes: **Special Meeting** – Tuesday, May 31, 2022
 - Janice Shackelford Clemons, City Clerk
4. Minutes: **Regular Meeting** – Tuesday, June 14, 2022
 - Janice Shackelford Clemons, City Clerk

COMMENTS FROM THE AUDIENCE

Public Hearing and Ordinances as Scheduled or Agendaed

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

Resolutions

Reports, Requests and Communications by the City Manager and Commissioners

5. Utility Department

Amending CH2M HILL OMI Agreement for the operation and maintenance of the City of Quincy's Wastewater Treatment Plant, Sewer Lift Stations, Water Wells and Water Tanks

- Robert Nixon, City Manager
- Richard Ash, Director of Utilities

6. Commission

Hiring Recall Attorney for District 3

- Commissioner Ronte Harris, District 3
- Attorney Gary Robert, City Attorney

7. City Manager

City Manager's Contract

- Robert Nixon, City Manager
- Mayor Keith A. Dowdell and Members of the City Commission
- Attorney Gary Roberts, City Attorney

Reports by Boards and Committees

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

- **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, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The requirements of this section do not apply to the notice provided in s. 200.065(3), History. -s. 1, Ch. 80-150; s. 14, Ch. 88-216; s. 209, Ch. 95-148.

Persons with disabilities who require assistance to participate in City meetings are requested to notify the City Clerk's Office at (850)618-1884 in advance.

CITY COMMISSION
Wednesday, May 18, 2022
7:55 P.M. (Eastern)

SPECIAL MEETING
QUINCY, FLORIDA 32351

CITY COMMISSION SPECIAL MEETING MINUTES

The City of Quincy City Commission met in a special in-person meeting on Wednesday, May 18, 2022, with **Mayor Keith Dowdell** presiding and the following Commissioners present:

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

City Staff and Guests:

Dr. Beverly Nash, Interim City Manager
Gary Roberts, City Attorney
Janice Shackelford Clemons, City Clerk
Marcia Carty, Finance Director
LaTrenda Gainous, Executive Asst., City Manager's Office
Timothy Ashley, Police Chief
DeCody Fagg, Parks and Recreations Director
Reggie Bell, Public Works Director
Carolyn Bush, Interim Director Human Resource and Customer Service
Anthony Baker, Fire Chief
Richard Ash, Utilities Director
Jim Southerland Sr., WQTN-13 Administrator

The special in-person meeting was recorded, televised, and transmitted through T.V. Channel (WQTN-13) and Facebook. (Note: Digital formatted documents/media are public records.)

Called to Order

Mayor Keith Dowdell called the special Commission meeting to order at 7:55 pm and requested a roll call.

Special Meeting Item

1. Finance and Budget: Projected Net Results and Cash Flow for Fiscal Year Ending September 2022
 - Dr. Beverly Nash, Interim City Manager
 - Marcia Carty, Director, Finance Department

Summary of the Discussion by Staff and the Commission

Interim City Manager Dr. Beverly Nash stated that staff will recommend strategies related to the City's cash flow concerns. .

Finance Director Marcia Carty stated that the City's cash is low.

Finance Director Marcia Carty stated that \$272,000 is not reimbursable by FEMA, however is considered capital.

Finance Director Marcia Carty stated that there is a projected 1 million plus shortfall in which the Commission should address.

Finance Director Marcia Carty stated that budget transfers are needed for;

- Fiber Optic
- Encumbrances
- Positions
- Reallocate budget to address projected loss

Finance Director Marcia Carty stated that the Commission approved \$100,000 in payments for fiber optic but an additional \$124,000 is needed to paid more expenses related to fiber optic.

Finance Director Marcia Carty recommended transferring monies out of electricity, gas and contractual services to cover shortfall.

Finance Director Marcia Carty recommended removing \$124,000 from the American Rescue Grant to cover the Applied Comp-Tek invoice.

Commissioner Harris stated that a specific person should have been monitoring the vendor to ensure the City was not being invoice after the Commission instructed the work to stop.

Commissioner Harris asked who the person is assigned to validate that the fiber optic work was completed.

Finance Director Marcia Carty stated that former utilities director and Mike Pennington was given the task to review and sign off on the work being completed.

Finance Director Marcia Carty stated that the Commission could use the American Rescue Grant for fiber optic, broadband and sewer.

Finance Director Marcia Carty stated that the City needs to spend the American Rescue Grant money.

Finance Director Marcia Carty stated that currently \$675,000 of the American Rescue money had been spent.

Finance Director Marcia Carty stated that as of March 2022 \$1,038,760.00 has not been spent from the American Rescue Grant.

Finance Director Marcia Carty stated that although budgeted by the Commission no monies have been spent on:

- Community service – mental health
- Storm water facilities
- Paving

Finance Director Marcia Carty clarified that \$10,000 had been spent in April on the feasibility study for Flagler Street.

Public Works Director Reggie Bell stated that the Flagler Street project is in progress.

Public Works Director Reggie Bell stated that direction is needed on how to proceed with the drainage ditch.

Interim City Manager Dr. Beverly Nash gave permission for Mayor Dowdell to assist Public Works Director Reggie Bell with a scope of work related to the drainage ditch.

Commissioner Bass-Prieto suggested taking the \$124,000 from the economic initiative and having a special meeting to decide how the other funds would be spent.

Commissioner Harris stated that Applied Comp-Tek begin work on a \$50,000 RFP and have been paid approximately close to \$400,000.

Commissioner Harris stated he believes that someone took advantage of the City.

Commissioner Harris stated that the Commission should figure out if the City is getting what it's paying for.

Commissioner Harris stated that some invoices appear vague.

Commissioner Harris reiterated that there need to be a specific person (expert) to ensure that the contractors are doing the work and not ripping the City off.

Commissioner Bass-Prieto questioned if a lean could be placed on the City's system because of nonpayment.

Finance Director Marcia Carty stated that there is a 45 day turn-around to pay vendors.

Finance Director Marcia Carty stated that she must take care of these purchase orders.

Finance Director Marcia Carty stated that former utilities director and Mike Pennington managed Applied Comp-Tek.

Finance Director Marcia Carty stated she needs to transfer \$35,000 into IT to cover salaries.

Finance Director Marcia Carty stated that IT is budgeted for \$55,000.

Commissioner Bass-Prieto clarified that the request is to transfer money to pay the IT vendor to cover salaries for the remaining fiscal year.

Commissioner Bass-Prieto stated that the interim city manager can approve up to a \$10,000 payment for a vendor.

Finance Director Marcia Carty stated that funds are needed to cover the interim city manager's and purchasing salary.

Finance Director Marcia Carty suggested releasing unbudgeted Hurricane Michael funds.

Finance Director Marcia Carty stated that the city's operating budget is critical.

Finance Director Marcia Carty stated that the City is still above water operationally.

Commissioner Harris offered a motion to transfer \$20,000 and \$40,000 from fund 001 to fund the city manager's and purchasing line item. 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

Motion carried 5 to 0.

Mayor Dowdell suggested tabling IT agenda item.

Commissioner Sapp stated that clarification is needed in terms of a completion date.

Interim City Manager Dr. Beverly Nash stated the IT is working daily.

Mayor Dowdell stated that IT provided a completion date.

Interim City Manager Dr. Beverly Nash stated that an evaluation is forthcoming.

Mayor Dowdell reiterated to the interim city manager that the Commission needs to be kept informed.

Commissioner Harris noted that clarification is needed on the IT transfers.

Commissioner Bass-Prieto requested the interim city manager provide the Commission an option if it decides not to approve the current IT vendor.

Mayor Pro Tem Candidate questioned if a recruiting agency identified to assist in filling the IT position.

Interim City Manager Dr. Beverly Nash stated that she had identified a few recruiting agencies for assistance in filling the IT position.

Commissioner Harris stated that the IT salary is very low.

Mayor Pro Tem Candidate requested the finance department research where monies could be pulled from to increase the IT salary position.

Finance Director Marcia Carty reminded the Commission that money is still needed to cover the increase in fuel adjustment cost.

Finance Director Marcia Carty stated that she is notifying the Commission of the City's projected lost 6 months in advance.

Finance Director Marcia Carty stated that there is a need to move the funds from the Hurricane Michael restricted reserve account into the City's operating account.

Commissioner Bass-Prieto suggested tabling the discussion of the 1.2 million for a later date.

The adjournment was motioned by Commissioner Sapp and seconded by Mayor Dowdell at 9:16 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 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

CITY COMMISSION
Thursday, May 24, 2022
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 Thursday, May 24, 2022, with **Mayor Keith Dowdell** presiding and the following Commissioners present:

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

City Staff and Guests:

Dr. Beverly Nash, Interim City Manager
Tiffani Brown, Attorney Gary Roberts and Associates
Janice Shackelford Clemons, City Clerk
Marcia Carty, Finance Director
LaTrenda Gainous, Executive Asst., City Manager's Office
Timothy Ashley, Police Chief
DeCody Fagg, Parks and Recreations Director
Reggie Bell, Public Works Director
Carolyn Bush, Interim Director, Human Resources and Customer Service
Anthony Baker, Fire Chief
Richard Ash, Utilities Director
Jim Southerland Sr., WQTN-13 Administrator

Bishop Ty Smith, Life Changing Faith Church
City of Gulf Breeze
Attorney Kareem Spratling, Bryant Miller Olive
Victoria Jones and Damion Jackson, Southern Kings' Men's Pro Basketball Team

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

Called to Order

Mayor Keith Dowdell called the rescheduled regular Commission meeting to order at 6:09 pm. Bishop Ty Smith provided the invocation. Mayor Dowdell requested a roll call.

Approval of Agenda

Commissioner Harris offered a motion to approve the agenda as printed. 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.

Interim City Manager Dr. Beverly Nash requested to pull agenda item #4, Purchasing (P-Card) Policy.

Interim City Manager Dr. Beverly Nash stated that the agenda item requires more research from staff.

Commissioner Bass-Prieto offered a motion to pull agenda item #4. 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.

Proclamation

- Honoring and celebrating the 95th Birthday of Ms. Sallie Mae Fields

Summary of Proclamation

Commissioner Sapp read in part the proclamation honoring and celebrating Ms. Sallie Mae Fields 95th birthday.

Special Presentations

Quincy Parks & Recreation Track Club

- DeCody Fagg, Director of Parks and Recreation Department

Victoria Jones and Damion Jackson, Owners of Southern Kings (Professional Basketball Team)

Summary of Special Presentations

Parks and Recreation Director DeCody Fagg introduced the track team.

Parks and Recreation Director DeCody Fagg stated that the pandemic delayed the organizing of the track team.

Parks and Recreation Coach stated that the team brought back 25 medals from the competition held in Jacksonville, FL.

Parks and Recreation Coach called each team member's name, receiving medals.

Parks and Recreation Coach thanked the parents and Commission for assisting in this endeavor.

Mayor Dowdell stated how proud he is that the team brought many medals back to Quincy.

Commissioner Sapp congratulated the parks and recreation department for bringing the department back up to good standings.

Commissioner Sapp thanked the parents of the children on the track team for entrusting the City of Quincy to allow their children to participate.

Commissioner Sapp stated that this activity is a deterrent in fighting crime by investing in our youth.

Commissioner Sapp stated that she would like to see the parks and recreation department funded with \$100,000 next budget year.

Mayor Pro Tem Candidate reminded the track team how special they are.

Commissioner Harris thanked the staff for doing a great job and hopes the good news continues.

Commissioner Bass-Prieto stated that the sound of the medals warms her heart.

Victoria Jones, Southern Kings' Men's Pro Basketball Team, stated that this initiative is to bring a men's pro basketball team to Quincy.

Victoria Jones, Southern Kings' Men's Pro Basketball Team, stated that this venture would assist in bringing jobs, revenue, and future businesses to Quincy.

Victoria Jones, Southern Kings' Men's Pro Basketball Team, stated that five players committed to play professional basketball overseas.

Damion Jackson, Southern Kings' Men's Pro Basketball Team, stated that another initiative is to create a Jr. TBL for the youth.

Damion Jackson, Southern Kings' Men's Pro Basketball Team, stated that another venture is to create an all-star team.

Damion Jackson, Southern Kings' Men's Pro Basketball Team, stated that middle and high school students would make up the Jr. TBL.

Commissioner Sapp suggested redirecting this initiative to the parks and recreation department.

Mayor Dowdell stated that he had attended some of the basketball games.

Mayor Dowdell stated that he appreciates the initiative of bringing men's pro basketball to the City of Quincy.

Commissioner Harris stated that some of the players participated in an event he had at Hillside Park.

Commissioner Harris stated that he enjoyed seeing the players interacting with the students.

Items for Consent by the Commission

1. Minutes: Regular Meeting – Tuesday, April 12, 2022
 - Janice Shackelford Clemons, City Clerk
2. Minutes: Special Meeting – Wednesday, Wednesday, May 4, 2022
 - Janice Shackelford Clemons, City Clerk
3. Minutes: Special Meeting – Thursday, May 5, 2022
 - Janice Shackelford Clemons, City Clerk

Summary of the Discussion by Staff and the Commission

Commissioner Harris offered a motion to approve the items for consent by the Commission. 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

City Clerk Janice Shackelford Clemons read the following citizens' comments into the record.

Telly Matthews no address given in his email:

- Request a one-time payout for vacation and sick leave as previous employees were paid.
- Request that his 25year career with the City of Quincy be given consideration to receive his total time earned.

William Walker, 1250 Tylor Sander Rd, Quincy, FL, made the following comments:

- City Manager's office is not open during regular business hours.
- Employees are unhappy with the current interim city manager.
- Complaint filed with ethics on a commissioner.
- Still waiting on his public record request.
- A permanent city manager is needed after June 1.

Denise Hannah, no address provided, made the following questions:

- Who changed the City's logo?
- When did the City's logo change?
- Was there citizens' or school input on changing the logo?

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

Resolution 1425-2022 – Street Closure: requested by Dr. Tracey Stallworth, Stallworth & Associates Global, 2022 aid to non-profit organizations recipient.

Resolution 1424-2022 – Interlocal Agreement with the City of Gulf Breeze, Florida. **See agenda item #6.**

Resolution 1425-2022

Summary of the Discussion by Staff and the Commission

Mayor Dowdell stated that Dr. Tracey Stallworth requests a street closure for the Juneteenth celebration.

Interim City Manager Dr. Beverly Nash stated that the preference is to close the back road on Washington Street due to the recent shootings.

Commissioner Sapp stated that Dr. Stallworth has time to work out the logistics with Quincy’s Police Department.

Commissioner Harris offered a motion to approve Resolution 1425-2022. Commissioner Sapp seconded the motion.

Commissioner	Vote
Mayor Dowdell	Yes
Mayor Pro Tem Canidate	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. ~~Purchasing (P-CARD) Policy~~

- ~~• Dr. Beverly Nash, Interim City Manager~~
- ~~• Marcia Carty, Interim Director, Human Resource Department~~
- ~~• Charles Hayes, Purchasing Officer~~

5. City Manager’s Applications

- Mayor Keith Dowdell

6. The City of Gulf Breeze and Capital Trust Agency (CTA): Interlocal Agreement and Resolution 1424-2022

- Dr. Beverly Nash, Interim City Manager
- Gary Roberts, Attorney, City of Quincy
- Marcia Carty, Finance Director
- Charles Roberts, Purchasing Officer

7. Restatement of Retirement Plan

- Dr. Beverly Nash, Interim City Manager
- Carolyn Bush, Interim Director, Human Resource Dept.

8. Financials – Expenses – Revenues – Utility Account Arrears (Age Accounts Receivable) Monthly Cash Variance (Cash Lead Schedule) – Cash Requirements – Grant Report (Budget & Expenses) – Operating Revenues/Expenses – Projections

- Dr. Beverly A. Nash, Interim City Manager
- Marcia Carty, Finance Director

9. SCOP Project FPID 446065-2-54-01 (Resurfacing of Stewart Street for US 90 North to King Street)

- Dr. Beverly Nash, Interim City Manager
- Reggie Bell, Public Works Director
- Richard Ash, Utilities Director
- Mo Cox, Asst. Utilities Director

10. Remaining Deficits in Both the Stewart Stewart Street I and Stewart Street II Projects

- Dr. Beverly Nash, Interim City Manager
- Reggie Bell, Public Works Director
- Richard Ash, Utilities Director

Agenda item #6 City of Gulf Breeze and Capital Trust Agency (CTA): Interlocal Agreement and Resolution 1424-2022

Summary of the Discussion by Staff and the Commission

Interim City Manager Dr. Beverly Nash stated that the city attorney places his stamp of approval on this agreement with the City of Gulf Breeze.

Finance Director Marcia Carty stated that she spent a considerable amount of time meeting with Dennis McKinnon from the City of Gulf Breeze and the City's bond counsel JoLinda Herring on the process.

Finance Director Marcia Carty stated that partnering with the City of Gulf Breeze would allow the City of Quincy to obtain much-needed income.

Mayor Cherry Fitch of Gulf Breeze stated that their City had been a part of the Capital Trust Authority (CTA) for the past 23 years.

Mayor Cherry Fitch of Gulf Breeze stated that CTA allowed Gulf Breeze to complete several large projects.

Mayor Cherry Fitch of Gulf Breeze noted that both Cities had a similar population size and were family-oriented.

Mayor Cherry Fitch of Gulf Breeze stated that the City of Quincy's bond attorney JoLinda Herring also agreed that Gulf Breeze and the City of Quincy were a good match.

City Manager Samantha Abell of Gulf Breeze provided an overview:

- Florida law requires two municipalities to partner for an interlocal agreement.
- CTA has financed various projects for \$4 billion.
- CTA was created out of a need for responsive and innovative financing for various purposes that qualify under the rules of the Internal Revenue Service for tax-exempt financing.
- CTA finances capital projects.
- The state government supports this initiative.
- The City of Quincy is indemnified.
- The City of Quincy would receive \$400 for every project financed by the interlocal agreement.

- Strictly public financing and not an investment in stocks.
- Dennis McKinnon, Executive Director of CTA is very good at what he does.

Attorney Kareem Spratling explained Conduit bonds.

- Issued by a governmental entity that will serve a public purpose.
- The City of Gulf Breeze would indemnify the City of Quincy concerning any lawsuits.

Attorney Kareem Spratling stated that in 14 years of being a bond attorney, no one had been sued.

- The borrower is also indemnified.

Attorney Kareem Spratling stated that City Attorney Gary Roberts had reviewed that interlocal agreement and resolution.

Attorney Kareem Spratling stated that the Conduit bonds could be used for for-profit entities authorized by the federal government.

Commissioner Bass-Prieto asked what indemnifies the City of Quincy beyond the Florida Statute.

Attorney Kareem Spratling stated that indemnification beyond the Florida Statute had not been tested.

Attorney Kareem Spratling stated that the City of Quincy’s credit rating would not be affected by the interlocal agreement.

Attorney Kareem Spratling stated that Gadsden County School District and Gadsden County could receive assistance from issuing the conduit bonds.

Commissioner Harris thanked Finance Director Marcia Carty for guiding this endeavor.

Commissioner Harris stated that the City of Quincy needs additional revenue; this is an opportunity to do just that.

Commissioner Harris offered a motion to option one to include the change from council to the city of Quincy. Mayor Pro Tem Canidate seconded the motion.

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

The motion carried 4 to 1.

Agenda item #7: Restatement of Retirement Plan

Summary of the Discussion by Staff and the Commission

Interim City Manager Dr. Beverly Nash stated that IRA requires the City of Quincy to update its retirement plan by July 31, 2022.

Interim City Manager Dr. Beverly Nash stated that the City would not incur a cost increase.

Interim City Manager Dr. Beverly Nash stated that the city attorney reviewed the documents.

Commissioner Harris offered a motion to approve option one, the reinstatement of the retirement plan. Commissioner Bass-Prieto seconded the motion.

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

The motion carried 5 to 0.

Agenda item #8: Financials

Summary of the Discussion by Staff and the Commission

Commissioner Bass-Prieto asked if the budget transfers were made.

Commissioner Bass-Prieto noted many areas are over-budgeted.

Commissioner Bass-Prieto reminded the Commission that the purchase price of utilities had increased.

Finance Director Marcia Carty stated that the enterprise fund is suffering.

Finance Director Marcia Carty stated that is necessary for the City to look into strategies to assist in cash flow.

Finance Director Marcia Carty noted that the City’s expenses are more than its revenue.

Finance Director Marcia Carty suggested reducing contractual services and placing Hurricane Michael’s reserve monies into the operating account.

Finance Director Marcia Carty noted that the staff is continuing to work with FEMA on reimbursements.

Commissioner Bass-Prieto stated there are approximately \$350,000 in unpaid expenses related to the smart grid project.

Finance Director Marcia Carty stated that the \$272,000 spent on fiber optic was necessary to get the project going.

Finance Director Marcia Carty stated that the FEMA consultant determined what could be reimbursed.

Finance Director Marcia Carty stated that the FEMA consultant had determined that the \$272,000 was not reimbursable.

Finance Director Marcia Carty stated that the City currently owes \$124,000 in invoices for work done on the fiber optic.

Finance Director Marcia Carty reminded the Commission that operating expenses had increased.

Finance Director Marcia Carty stated that the City had not collected any money from FEMA this year.

Finance Director Marcia Carty stated that the City had received approximately \$3.2 million from FEMA last year.

Finance Director Marcia Carty stated that \$1 million remains to collect from FEMA.

Commissioner Sapp asked for a clear set of strategies from the finance department.

Finance Director Marcia Carty stated that the strategies presented are current.

Finance Director Marcia Carty stated that the City submitted \$302,000 for reimbursement to FEMA.

Finance Director Marcia Carty stated that FEMA requires clarification on the scope of work to pay the \$302,000 related to fiber optic.

Finance Director Marcia Carty stated that the purchasing officer is working on providing more detail related to the scope of work.

Finance Director Marcia Carty stated that the City of Jacksonville invoice had been resubmitted for payment to FEMA.

Finance Director Marcia Carty stated that Tuskegee's invoice is currently with the FEMA consultant for review.

Commissioner Harris noted that the City is \$600,000 in arrears on trying to recoup monies spent on the fiber optic project.

Commissioner Harris asked how much more is needed to complete the fiber optic project.

Interim City Manager Dr. Beverly Nash stated that she would research what is needed to complete the fiber optic project.

Commissioner Harris commented on the Commission not being able to make decisions on what to do with the fiber optic project.

Mayor Pro Tem Candidate stated that hopefully, the fact-finder report in June would bring clarity to the fiber optic project.

Mayor Dowdell stated that he expressed to the Commission his thoughts on not being reimbursed by FEMA on the fiber optic project.

Mayor Dowdell noted that the City was not fully fiber-optic operational.

Mayor Dowdell stated that an explanation is needed from the fiber optic project manager.

Mayor Dowdell requested to workshop on the fiber optic project.

Interim City Manager Dr. Beverly Nash reminded the Commission that the consultant would have a report on the fiber optic project by June 1.

Commissioner Sapp stated that the same questions are being asked without answers given.

Commissioner Bass-Prieto voiced her concerns about the September timeline and not knowing the project status.

Commissioner Harris requested the fiber optic April 15 report.

Interim City Manager Dr. Beverly Nash stated that April 15 is inclusive of the June 1 report by the consultant.

Commissioner Bass-Prieto requested a financial workshop due to the shortfall.

Finance Director Marcia Carty suggested moving the money in the Hurricane Michael reserve account to operating.

Commissioner Bass-Prieto asked what equipment would not be purchased and what the suggestions on contractual services are.

Mayor Dowdell suggested a workshop on Thursday, May 26.

Attorney Tiffani Brown stated that the city attorney would not be available to meet on Thursday.

Interim City Manager Dr. Beverly Nash stated that her preference is Tuesday, May 31.

Interim City Manager Dr. Beverly Nash stated that the staff needs time to prepare for the workshop.

Mayor Dowdell asked the Commission to agree on a workshop on Tuesday, May 31.

Mayor Dowdell noted that the topics for the workshop include:

- Financials
- Draft fiber optic report

Agenda item #9: SCOP Project FPID 446065-2-54-01 (Resurfacing of Stewart Street for US 90 North to King Street)

Summary of the Discussion by Staff and the Commission

Interim City Manager Dr. Beverly Nash stated that this request is to approve Anchor CEI to work on the Stewart street paving project.

Commissioner Sapp offered a motion to approve option one Anchor CEI agreement for the Stewart Street II paving project from Panama City, Florida. 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.

Agenda item #10: Remaining Deficits in Both the Stewart Street I and Stewart Street II Projects

Summary of the Discussion by Staff and the Commission

Interim City Manager Dr. Beverly Nash stated that due to the rise in costs, the Stewart Street Project Phase I has acquired a \$16,494.24 deficit.

Interim City Manager Dr. Beverly Nash stated that the same deficit applies to the Stewart Street Project Phase II, which is \$52,922.95.

Interim City Manager Dr. Beverly Nash stated that money was located to cover the deficit.

Interim City Manager Dr. Beverly Nash recommended utilizing funds from the available portion of the projects, which would assist in the downsizing portions of the proposed correction from the Gadsden Arms storm water discharge.

Commissioner Sapp stated that the Stewart Street I and Stewart Street II projects had been discussed for more than a year.

Commissioner Sapp stated that Stewart Street is in dire need of paving.

Commissioner Sapp offered a motion to enter into an agreement with CW Roberts to perform both projects simultaneously and that the City funds the shortfall. Commissioner Bass-Prieto seconded the motion.

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

The motion carried 5 to 0.

Agenda item #5: City Manager's Applications

Summary of the Discussion by Staff and the Commission

Mayor Dowdell stated noted that nothing could be done until the judge order changes that would allow the Commission to hire a city manager.

Mayor Dowdell stated that he wanted the Commission to have access to the city manager's applicants for review.

Mayor Dowdell suggested the Commission come up with a process for hiring a city manager.

Commissioner Bass-Prieto asked if the human resource department vetted the 62 applicants.

Mayor Dowdell suggested that the human resource department vet each applicant and come up with those meeting the minimum qualifications.

Mayor Dowdell suggested that the vetting process is completed by Friday.

Commissioner Bass-Prieto commented that vetting the applicants would violate the judge's order.

Attorney Tiffani Brown stated that on June 1, the case is set to end, however, a motion for continuance was filed in the matter.

Mayor Dowdell stated that the judge's order does not prevent the Commission from going through the process.

Commissioner Sapp stated that the city attorney expressed that the Commission could not move forward in hiring a city manager.

Commissioner Bass-Prieto asked if human resources could vet the applicants.

Attorney Tiffani Brown stated that she would follow up with the city attorney and email the Commission.

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

Interim City Manager, Dr. Beverly Nash

- Stated that employees are receiving ADG training.
- Stated that employees would receive bullying and harassment training.
- Stated that Commission and staff are invited to attend training sessions in person or via zoom.
- Announced Utilities Director Robin Ryals retirement party on May 25 at 12:30 pm in the Commission Chambers.
- Announced the passing of former city employee Stephen Porter.
- City of Quincy offices will be closed on Monday, May 30 in observance of Memorial Day.

Commission

City Clerk, Janice Shackelford Clemons

- No comments

Attorney Tiffani Brown

- Sapp vs. City of Quincy is scheduled to end on June 1. The plaintiffs filed a motion for continuance. The City opposes the motion filed.

Commissioner Bass-Prieto

- Update needed from code enforcement regarding an abandoned house on Corry Street.

- Stated that notices should be sent out informing citizens not to blow yard debris in the road.
- Received complaints that city hall is not answering the phone and voice mails are filled.
- Speeding on King Street.
- Wild hogs are going crazy tearing up yards.
- Suggested a robust plan to assist citizens who cannot pay utility bills.
- Main Street is applying for a grant to host Porch Fest. Asked for her colleagues to join her in writing a recommendation.
- Requested prayer for ill residents living in Shaw quarters.

Commissioner Bass-Prieto will email her concerns to the interim city manager.

Commissioner Bass-Prieto will email her request for financial reports.

Commissioner Sapp

- Complained that no one is answering the phones at city hall.
- Asked if the person in the city manager's office could answer the phone.

Interim City Manager Dr. Beverly Nash stated that he had specific job duties but does answer the phones.

- Commented on the TV screens not being used in the chambers.
- Requested the status on the burnt structure on 4th and 10th Street. Citizens are complaining about rubble still present.
- People are loitering on Key Street between 7th Street and Clark Street. Parents are concerned about the children getting off the school bus.
- The pump station still is in disarray.
- At 3 pm on Memorial Day, the City of Quincy will join in with taps across America.
- Invited everyone out on Monday, May 30 to the celebration honoring the City of Quincy's gold star veterans.
- Thanked the committee for assisting with the Memorial Day celebration.

Commissioner Sapp stated that she would email her interim city manager her list.

Commissioner Harris

- Will email the interim city manager his list of concerns.

Mayor Pro Tem Candidate

- No comment

Mayor Dowdell

- Concern with phones not being answered at city Hall
- Requested the status of the Virginia Street Lift Station.
- Requested the status of the Tree-Trimming and IT RFP.

The adjournment was motioned by Commissioner Sapp and seconded by Mayor Pro Tem Dowdell at 9:13 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

CITY COMMISSION
Tuesday, May 31, 2022
7:37 P.M. (Eastern)

SPECIAL MEETING
QUINCY, FLORIDA 32351

CITY COMMISSION SPECIAL MEETING MINUTES

The City of Quincy City Commission met in a special in-person meeting on Tuesday, May 31, 2022, with **Mayor Keith Dowdell** presiding and the following Commissioners present:

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

City Staff and Guests:

Dr. Beverly Nash, Interim City Manager
Gary Roberts, City Attorney
Janice Shackelford Clemons, City Clerk
Marcia Carty, Finance Director
LaTrenda Gainous, Executive Asst., City Manager's Office
Timothy Ashley, Police Chief
DeCody Fagg, Parks and Recreations Director
Reggie Bell, Public Works Director
Carolyn Bush, Interim Director, Human Resources and Customer Service
Anthony Baker, Fire Chief
Richard Ash, Utilities Director
Jim Southerland Sr., WQTN-13 Administrator

The special in-person meeting was recorded, televised, and transmitted through TV Channel (WQTN-13) and Facebook. (Note: Digital formatted documents/media are public records.)

Called to Order

Mayor Keith Dowdell called the special Commission meeting to order at 7:37 pm and requested a roll call.

Special Meeting Item:

1. Financials and Budget: Projected Net Results and Cash Flow for Fiscal Year Ending September 2022
 - Dr. Beverly Nash, Interim City Manager
 - Marcia Carty, Finance Director

Summary of the Discussion by Staff and the Commission

Interim City Manager Dr. Beverly Nash stated that Finance Director Marcia Carty would present to the Commission financial options discussed in the workshop,

Finance Director Marcia Carty reminded the Commission that there appears to be a downward trend in Poole cash (operating).

Finance Director Marcia Carty stated that during the last 6 months cash decreased.

Finance Director Marcia Carty stated that in April cash increased by approximately \$72,000.

Finance Director Marcia Carty stated that the FEMA consultant and the bond counsel provided guidance related to fiber optic costs.

Finance Director Marcia Carty stated that the funds in the smart grid account would not be touched.

Finance Director Marcia Carty's projections for the next 5 months:

- A projected loss of 1.7 million.

Finance Director Marcia Carty suggested strategies are:

- To transfer funds from the Hurricane Michael reserve account (\$981,660).
- To transfer funds from contractual and equipment (\$72,108).
- To focus on collecting FEMA reimbursements (\$302,000).

Finance Director Marcia Carty stated that according to the FEMA consultant the City has the potential to collect approximately 1 million.

Finance Director Marcia Carty recommended approval of option one, the transferring of \$1.398 736 to the operating account.

Finance Director Marcia Carty listed the City's other reserve accounts.

- Smart Grid
- Loan Reserve (solar array)
- Bond Debt

Finance Director Marcia Carty stated that the City anticipates collecting approximately \$800,000 in Hurricane Michael's surcharge fees by February 2023.

Commissioner Bass-Prieto suggested transferring \$10,000 from the Jr. Commission's line item instead of the storm hardening pole equipment line item.

Mayor Pro Tem Candidate asked if there are any contractual services that the City needs that hadn't been signed.

Finance Director Marcia Carty stated that she could not issue statements reflecting negative balances.

Finance Director Marcia Carty reiterated that the City is projected to see a shortfall.

Finance Director Marcia Carty stated that the City must generate more revenue or cut expenses.

Finance Director Marcia Carty stated that her department had taken a hard look at every expense year-to-date to determine the City's need to operate.

Finance Director Marcia Carty reiterated that staff is requesting budget transfers, not physical cash.

Commissioner Sapp offered a motion to approve option one which includes not taking \$10,000 from storm hardening pole equipment but transferring the \$10,000 from the Jr. Commission line item. Commissioner Bass-Prieto seconded the motion.

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

The Vote Carried 4 to 0.

The adjournment was motioned by Commissioner Bass-Prieto and seconded by Commissioner Sapp at 8:05 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

CITY COMMISSION
Tuesday, June 14, 2022
6:08 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, June 14, 2022 with **Mayor Keith Dowdell** presiding and the following Commissioners present:

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

City Staff and Guests:

Dr. Beverly Nash, Interim City Manager
Gary Roberts, City Attorney
Janice Shackelford Clemons, City Clerk
Marcia Carty, Finance Director
LaTrenda Gainous, Executive Asst., City Manager's Office
Timothy Ashley, Police Chief
DeCody Fagg, Parks and Recreations Director
Reggie Bell, Public Works Director
Carolyn Bush, Interim Director, Human Resources and Customer Service
Richard Ash, Utilities Director
Jim Southerland Sr., WQTN-13 Administrator

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

Called to Order

Mayor Keith Dowdell called the rescheduled regular Commission meeting to order at 6:08 pm. Asst. Police Chief Leroy Smith provided the invocation. Mayor Dowdell requested a roll call.

Approval of Agenda

Commissioner Harris requested to add the Leave Payout Policy to the agenda as item #7. Commissioner Bass-Prieto also requested to add Customer Service Issues to the agenda as item #8.

Commissioner Harris offered a motion to approve the amended agenda to include adding the Leave Payout Policy to the agenda as item #7 and Customer Service Issues to the agenda as item #8. Mayor Pro Tem Canidate seconded the motion.

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

The Motion Carried 4 to 1.

Proclamation

- Mayor’s Proclamation in Support and Recognition of Juneteenth Day
- Proclamation: Black Music Appreciation Month – June 2022

Summary of Proclamation

Mayor Dowdell read in part each proclamation in support and recognition of Juneteenth Day and Black Music Appreciation Month.

Special Presentations

Summer Programs:

- Partnership: Life-Changing Faith Church, Bishop Tyrone D. Smith and TeAira Smith, June 20, 2022 – July 28, 2022
- Partnership: North Florida Educational Development Corporation, Carolyn Ford, Executive Director, June 09, 2022 – August 12, 2022
- Partnership: The Reboot Academy, June 13, 2022 – July 7, 2022
City of Quincy’s Park and Recreation Summer Activities
 - DeCody Fagg, Director, Parks, and Recreation Department

Summary of Special Presentations

Interim City Manager Dr. Beverly Nash stated that these are all partnerships being incorporated into the City’s Parks and Recreation Summer Program.

Parks and Recreation Director DeCody Fagg stated that due to the shortage of funds these partnerships would award children a fun-filled summer of various activities.

Parks and Recreation Director DeCody Fagg stated that the Go G.A.S. Summer Camp program includes breakfast, lunch, and snacks.

Parks and Recreation Director DeCody Fagg stated that the Go G.A.S. Summer Camp opens from June 20 – July 28.

Parks and Recreation Director DeCody Fagg stated that the fee is \$125 per week, with a sibling discount upon request.

Parks and Recreation Director DeCody Fagg stated that 80 children from the ages of 4-12 years will participate in the summer camp.

Parks and Recreation Director DeCody Fagg stated that the Go G.A.S. Summer Camp is requesting the use of the parks and recreation facilities along with a supporting baseball field.

Parks and Recreation Director DeCody Fagg stated that the request also includes tables and chairs.

Parks and Recreation Director DeCody Fagg stated that the Go G.A.S. Summer Camp would pay the City of Quincy \$575 for facility usage.

Parks and Recreation Director DeCody Fagg stated that during a meeting the Interim city manager Dr. Beverly Nash, Parks and Recreation Director DeCody Fagg, along with Pastor Ty Smith agreed to the \$575 fee.

Interim City Manager Dr. Beverly Nash noted that there was no historical data or guidelines to assist in determining a fee.

Commissioner Harris stated that he favors the partnership if the space is available.

Commissioner Harris stated that there is a need for summer activities for youth in the City.

Commissioner Bass-Prieto stated that the prices are reasonable.

Commissioner Bass-Prieto stated that she would like to see more afternoon services when school begins.

Interim City Manager Dr. Beverly Nash stated that the summer camp would provide a full staff.

Commissioner Sapp stated that youth crime is on the rise.

Commissioner Sapp stated that she does like the partnerships with organizations.

Commissioner Bass-Prieto stated that she would like to see swimming lessons on the list of activities next summer.

Parks and Recreation Director DeCody Fagg stated that Donna Graham would speak about the next presentation.

Donna Graham stated that Summer Break Spot is a program started by North Florida Educational Development Corporation.

Donna Graham stated that Summer Break Spot fills the hunger gap and serves healthy meals to children while school is out.

Donna Graham stated that this program is federally funded.

Donna Graham stated that the request is to renew the MOU with the City of Quincy to use the Campbell Kelly facility for the program.

Donna Graham stated that the program has served the community for 18 years.

Donna Graham stated that in 2020 when the school system shut down due to covid, North Florida Educational Development Corporation fed hundreds of children daily.

Donna Graham requested that the Commission waive the \$3500 fee to use the Campbell Kelly facility.

Mayor Pro Tem Candidate stated that she favors waiving the fee because the organization participated and received an anti-crime grant from the City.

Parks and Recreation Director DeCody Fagg presented the third proposal for summer activities.

Parks and Recreation Director DeCody Fagg stated that the proposal comes from Natasha Hendley –Re Boost Academy.

Parks and Recreation Director DeCody Fagg stated that Re Boost Academy plans to:

- Provide enrichment opportunities to the City's youth.
- Academics, social enrichment, healing, arts and crafts, motivational speakers, and more.
- Ages are kindergarten thru 3rd grade
- 8 am – 3 pm
- \$35 weekly fee
- Breakfast, lunch, and snacks provided

Parks and Recreation Director DeCody Fagg stated that the staff is educators of Gadsden County School District.

Parks and Recreation Director DeCody Fagg stated that the request is to use the Campbell Kelly facility.

Commissioner Harris stated that there is an awareness of a morning conflict to use the building.

Commissioner Harris stated that staff would use outdoor activities while the center is being used indoors.

Parks and Recreation Director DeCody Fagg stated that summer conditional and cheerleading activities are underway.

Parks and Recreation Director DeCody Fagg stated that adult basketball registration is open.

Commissioner Harris suggested the City partner with all of the organizations requesting space for the summer.

Commissioner Harris stated that he understood that the City could not always waive fees but in this instance, he would like the fees waived.

Commissioner Sapp stated that she does not favor waiving fees because of setting precedence.

Commissioner Sapp stated that the Commission should discuss what a partnership looks like.

Commissioner Bass-Prieto stated that the City is coming out of a pandemic and doesn't take issue with waiving fees.

Commissioner Harris stated that if the City's buildings are unoccupied and organizations have programs that will help the youth, there should not be a concern if fees should be waived.

Mayor Dowdell noted that he stayed at the rec center growing up.

Mayor Dowdell stated that he favors waiving the fees for the summer.

Mayor Dowdell stated that getting back to providing services to our youth is important.

Mayor Pro Tem Candidate recommended to the parks and recreation director to find out what other municipalities are doing with their parks and recreation department.

Commissioner Harris offered a motion to approve all three organizations' summer programs including waiving all City fees. Commissioner Bass-Prieto seconded the motion.

Commissioner	Vote
Mayor Dowdell	Not present during the vote
Mayor Pro Tem Candidate	Yes
Commissioner Sapp	Yes
Commissioner Harris	Yes
Commissioner Bass-Prieto	Yes

The Motion Carried 4 to 0.

Items for Consent by the Commission

1. Minutes: Regular Meeting, May 12, 2022
 - Janice Shackelford Clemons, City Clerk

2. Minutes: Regular Meeting – Reorganization, May 13, 2022
 - Janice Shackelford Clemons, City Clerk
3. Monthly Report – May 2022 – Fire Department
 - Anthony Baker, Chief

Summary of the Discussion by Staff and the Commission

Commissioner Harris offered a motion to approve the items for consent by the Commission. Commissioner Sapp seconded the motion.

Commissioner	Vote
Mayor Dowdell	Not present during the vote
Mayor Pro Tem Candidate	Yes
Commissioner Sapp	Yes
Commissioner Harris	Yes
Commissioner Bass-Prieto	Yes

The motion carried 4 to 0.

Comments from the Audience

William Walker, Tyler Sanders Rd, Quincy, FL, made the following comments.

- Represents the Gadsden County Citizens Review Board.
- Stated that he had not received the contracts requested.
- Stated that the interim city manager took a contract from someone and gave it to another individual with the same bid.
- Stated that the interim city manager was untruthful when she said that the City violated state and federal laws because employees had not taken bullying and harassment training.
- Stated that he’s compassionate about what he does because he’s from Quincy.
- Stated that there’s a lot of corruption under the interim city manager administration.
- Stated that his file would be turned over to the State and FDLE to investigate.
- Stated that each Commission should talk to the interim city manager regarding her decision-making.
- Reminded the Commission that the former city manager did not do what was right for the City and that the interim city manager is following in the same footsteps.

Rolanda Jackson, no address given, made the following comments.

- Stated that 618-0020 does not work.
- Stated that no one can call back phone numbers after receiving a call from the City.

- Voice her concerns on safety at city hall.
- Stated that she will be volunteering at city hall for the summer.

Shaia Simmons, 1731 and 1742 Inlet Street, Quincy, FL, made the following comments.

- Enjoyed connecting with City employees.
- Feels that the City's future is bright.
- Good things are coming out of the City.
- Stated that the prices for summer camp are reasonable.
- Grew up in the City and was a product of the recreational department.
- Encouraged the Commission to waive fees to organizations having summer camps in the City facilities.
- Stated her availability to work with the City on projects.
- Stated that the rec center is a deterrent for crime and the children's needs are essential.

Mayor Dowdell reiterated that the Commission waived the fee for the use of the city's facility.

Mayor Dowdell reiterated that next year in early March the parks and recreation department will address the Commission with its plan for the summer.

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

4. American Rescue Plan Funding for Community Assistance
 - Dr. Beverly Nash, Interim City Manager
 - Ms. Marcia Carty, Director, Finance Department
 - Mr. Robert Nixon, QCRA Manager
5. INFORMATION: FEMA Reimbursement Update
 - Dr. Beverly Nash, Interim City Manager
 - Ms. Marcia Carty, Director, Finance Department
6. Review and Approval of Florida and Lincoln Streets Drainage Basin Study
 - Dr. Beverly Nash, Interim City Manager
 - Mr. Reggie Bell, Public Works Director

7. Leave Payout Policy
 - Commissioner Ronte Harris
8. Customer Service
 - Commissioner Frieda Bass-Prieto

Summary of the Discussion by Staff and the Commission

Agenda item # 4: American Rescue Plan Funding for Community

Summary of the Discussion by Staff and the Commission

Interim City Manager Dr. Beverly Nash stated that a lot had been discussed on the dais related to the distribution of funds into the community.

Interim City Manager Dr. Beverly Nash stated that the staff is requesting direction from the Commission.

Commissioner Bass-Prieto asked for clarification on when the funds needed to be spent.

Commissioner Bass-Prieto suggested workshopping the agenda item.

Commissioner Bass-Prieto stated that there are areas the Commission should look at to make certain that it will capture every aspect of what the Commission intends to do with the money.

Commissioner Bass-Prieto noted that she wants to make certain that the flooding issue in District 5 is fully funded.

Finance Director Marcia Carty stated that she's concerned about the funds not being spent promptly.

Commissioner Bass-Prieto stated that she doesn't believe not spending money shouldn't be a big deal with auditing.

Finance Director Marcia Carty stated that it is a big deal when the government gives money to municipalities upfront.

Commissioner Bass-Prieto stated that she did not understand how receiving cash affects the budget.

Finance Director Marcia Carty stated that staff currently is working to address the flooding problem.

Finance Director Marcia Carty stated that the staff does need direction on how to proceed with the economic and community mental wellness development portion.

Commissioner Harris stated that this is a step in the right direction.

Commissioner Harris agrees to a workshop to discuss how to execute household assistance and community mental wellness.

Commissioner Harris suggested putting a program together and contracting it out for execution.

Commissioner Sapp stated that she had mentioned community mental wellness to Police Chief Ashley and he agreed that it is an important issue.

Mayor Pro Tem Candidate requested a hard date when the American Rescue Act Grant funds had to be spent.

Mayor Pro Tem Candidate stated that she was looking for a custom program tailored to the citizen's needs.

Agenda item #5: INFORMATION: FEMA Reimbursement Update

Summary of the Discussion by Staff and the Commission

Mayor Pro Tem Candidate asked for the status of the flooding study.

Interim City Manager Dr. Beverly Nash stated that Dewberry would present an update in Thursday's workshop.

Commissioner Bass-Prieto suggested adding community mental health to the Thursday workshop.

Finance Director Marcia Carty stated that the City had received the mutual aid funds from the City of Jacksonville related to Hurricane Michael.

Interim City Manager Dr. Beverly Nash stated that there is approximately \$719,000 still on the table to collect.

Finance Director Marcia Carty stated that the staff is aggressively going after available funds.

Finance Director Marcia Carty stated that the City had yet to collect money related to fiber optic.

Mayor Dowdell stated that he does not anticipate the City collecting money from FEMA related to fiber optic.

Finance Director Marcia Carty stated that the FEMA consultant had directed staff to analyze the invoices related to fiber-optic under the procurement.

Finance Director Marcia Carty stated that once the staff completes the analysis the FEMA consultant would submit for reimbursement.

Finance Director Marcia Carty stated that the FEMA consultant is prepared to submit an extension on the City's behalf if the fiber optic project is not completed by September.

Commissioner Bass-Prieto asked for the status of the consent orders.

Commissioner Bass-Prieto asked for the status of the Virginia Street Lift Station.

Utilities Director Richard Ash stated that the generator is going back to bid.

Agenda item #6: Review and Approval of Florida and Lincoln Streets Drainage Basin Study

Summary of the Discussion by Staff and the Commission

Public Works Director Reggie Bell stated that an agreement was entered into for the Florida and Lincoln Street basin study with Dewberry.

Public Works Director Reggie Bell stated that since the 2011 study to address the flooding issue nothing else had been done.

Public Works Director Reggie Bell stated that staff recommends moving forward to address the flooding concerns.

Public Works Director Reggie Bell stated that \$16,550 is the cost of the study by Dewberry.

Public Works Director Reggie Bell stated that Dewberry would incorporate the 2011 study into the new study.

Public Works Director Reggie Bell stated that the funds set aside to correct the flooding may not be enough.

Commissioner Bass-Prieto stated that she prefers to complete the study and then work on funding the project for District One.

Matt from Dewberry stated that McDonald did not conduct a field study on the Virginia, Florida, and Lincoln Streets.

Matt from Dewberry stated that the study allows for shovel-ready plans.

Commissioner Sapp suggested prioritizing the areas that flood around the City.

Commissioner Sapp stated that she would like to complete one project before going on to the next project.

Commissioner Bass-Prieto offered a motion to allow Dewberry to conduct a study on Florida and Lincoln Streets that will address flooding. 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 #7: Leave Payout Policy

Summary of the Discussion by Staff and the Commission

Commissioner Harris stated that there seems to be a misinterpretation regarding the leave policy.

Commissioner Harris stated that past practices have proven to be not beneficial to the City when employees leave.

Commissioner Harris stated that the leave policy is not being followed.

Commissioner Harris stated that he takes issue with the fact that the leave policy was not followed when the former city manager left.

Commissioner Harris stated that the City needs to take a hard look at how employees are being paid out.

Commissioner Harris stated that the City could go broke if the problem is not corrected.

Commissioner Harris referred to the City's Leave Policy 5.01.3.

Commissioner Harris stated that he knows of two employees who were overpaid due to incorrect leave payout calculations.

Interim City Manager Dr. Beverly Nash stated that she assumed that the policy was being followed.

Interim City Manager Dr. Beverly Nash stated that she was not privileged to the formula being used and only was given payout documents.

Mayor Pro Tem Candidate stated that she's concerned with no one ever considered looking into the leave policy instead of the formula.

Commissioner Bass-Prieto stated that it is important employees are allowed to take time off and are not limited.

Commissioner Bass-Prieto stated that in small organizations when things come up, it is more difficult to take time off, leaving employees with a lot of leave time.

Commissioner Bass-Prieto noted that moving forward the leave policy should be followed.

Mayor Dowdell stated that the City did not receive funds from the state for covid.

Mayor Dowdell stated that the City should not be paying out covid leave to employees.

Finance Director Marcia Carty stated that employees took covid leave when necessary.

Finance Director Marcia Carty stated that there are employees that haven't taken covid leave and are still on the books.

Commissioner Harris stated that covid leave should not be a cash payout.

Commissioner Harris stated that the Commission should have discussed covid leave payout.

Commissioner Sapp noted that covid hours are available as needed, but employees should not expect to be paid for the covid hours when leaving the City.

Commissioner Bass-Prieto suggested a review of the City's employee handbook is necessary.

Commissioner Bass-Prieto stated that the Commission should revisit the language at the city manager's discretion held in the policy.

Interim Human Resource Director Carolyn Bush stated that employees receive monthly a printout of accumulated leave to ensure that they are staying within the guidelines of the City's policy.

Agenda item #8: Customer Service

Summary of the Discussion by Staff and the Commission

Commissioner Bass-Prieto stated that every week she receives calls from citizens not able to contact city hall.

Commissioner Bass-Prieto stated that she has sent emails requesting someone to call citizens back.

Commissioner Bass-Prieto stated that this is problematic.

Commissioner Bass-Prieto stated that this issue is not being addressed.

Commissioner Bass-Prieto stated that this is unfair to the citizens.

Commissioner Sapp agreed that this is concerning that no one answers the phone.

Commissioner Sapp stated that the issue of not answering the phones had been happening for years and has gotten worse.

Commissioner Harris stated that answering the phone is a problem, however, the interaction with citizens needs also to be addressed.

Interim City Manager Dr. Beverly Nash stated that the staff is challenged with having old equipment, staff turnovers, and training.

Interim City Manager Dr. Beverly Nash stated that staff will continue working towards a solution.

Commissioner Bass-Prieto stated that citizens get the impression that they don't matter.

Commissioner Bass-Prieto stated that voicemails need clearing.

Commissioner Bass-Prieto stated that there is a lack of follow-up.

Commissioner Harris suggested outsourcing the customer service department to answer the phones until a permanent solution is found.

Mayor Pro Tem Candidate stated that the customer service department needs training.

Mayor Pro Tem Candidate stated that there should be desk procedures.

Interim Human Resource Director Carolyn Bush stated that the phone system needs upgrading.

Interim Human Resource Director Carolyn Bush stated that she sits at her desk all day without the phone ringing.

Interim Human Resource Director Carolyn Bush stated that three customer service reps take calls and assist customers.

Interim Human Resource Director Carolyn Bush stated that the phone problem has been ongoing for years.

Interim Human Resource Director Carolyn Bush stated that she returns calls after hours to citizens because customer service is busy during the day.

Commissioner Harris stated that there hadn't been any change when the City switched its services to Comcast.

Executive Assistant LaTrenda Gainous stated that on her arrival in the City there had been a problem with the phone.

Executive Assistant LaTrenda Gainous stated that there is a major problem when the City switched over from TDS to Comcast.

Executive Assistant LaTrenda Gainous stated that her phone's voice mailbox was full for three months and a code was needed to clear the voice mailbox.

Mayor Pro Tem Candidate stated she's concerned about Comcast not completing the City's phone setup.

Mayor Dowdell suggested workshopping the situation of the phones.

Commissioner Harris reiterated that there must be a person appointed to oversee projects.

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

Interim City Manager, Dr. Beverly Nash

- Stated that Fire Chief Baker tested positive for covid.
- Introduced Tony Rollins as the new Asst. Fire Chief/Fire Marshall
- Stated that Asst. Fire Chief Rollins spent years as a firefighter with the City of Tallahassee.
- Stated that Asst. Chief Rollins taught at Tallahassee Community College.
- Stated that the on-site rehab truck line evaluation is in the Commission packet.
- Stated that the Director of Building and Planning position is available.

Commission

City Clerk, Janice Shackelford Clemons

- No comments

City Attorney, Gary Roberts

- No comments

Commissioner Bass-Prieto

- Commended the Shaw Quarter community for honoring graduates.
- Stated that the City's right-away are looking rough.
- Stated that the speeding on Kings Street is out of control.

Commissioner Sapp

- Thanked Dr. Nash and the staff for making the Memorial Day program memorable.
- Stated that there is a pole leaning on 2nd and 10 street.

- Thanked Police Chief Ashley for assisting with persons loitering around Key Street.
- Encourage citizens to seek help for family members hanging around neighborhoods where they don't live making others feel uncomfortable.
- Trash pick-up is needed on Key Street.
- Announced the passing of Dr. Robert Peoples.

Commissioner Harris

- Welcomed Asst. Fire Chief Rollins to the City.
- Requested a printout of the employee forfeiture fund account.
- Thanked Mr. Sam Palmer for hosting a small town hall meeting at his home. Stated that the town hall meeting was informative.
- Stated that citizens desire to input into how the community is run.
- Stated that citizens desire to input into Commission salaries.
- Stated that the recent burglaries had affected District 3.
- Stated that citizens should be proactive.
- Stated that young people should adhere to the curfew.
- Stated that the police chief and asst. police chief provided a safety plan for city hall.

Mayor Pro Tem Canidate

- Stated that she had emailed the interim city manager and police chief concerning safety around city hall.

Mayor Dowdell

- Stated that the police department forfeiture funds could be used to pay for extra security around city hall.
- Requested the status of the audited.
- Requested that the budget process is handled more better than last fiscal year.
- Stated that he and Office Smiley will be walking District One.
- Stated that Officer Smiley, District One liaison needs to get to know the citizens.
- Stated that he would like to form a series of town hall meetings for the City.

Mayor Dowdell stated that there is an applicant that applied for the city manager's position who was inadvertently left off the list.

Interim Human Resource Director Carolyn Bush stated that she and Asst. Police Smith vetted the applicant and they need to be placed on the list.

Commissioner Bass-Prieto offered a motion to place the applicant in the pool making it a pool of seven applicants to interview for the city manager's position. Mayor Dowdell seconded the motion.

Commissioner	Vote
Mayor Dowdell	Yes
Mayor Pro Tem Canidate	Yes

Commissioner Sapp	Not present during vote
Commissioner Harris	Yes
Commissioner Bass-Prieto	Yes

The motion carried 4 to 0.

The adjournment was motioned by Commissioner Bass-Prieto and seconded by Mayor Dowdell at 9:28 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:

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

**CITY OF QUINCY, FLORIDA
REGULAR CITY COMMISSION
AGENDA REQUEST**

Date of Meeting: July 12, 2022

Date Submitted: July 1, 2022

To: Honorable Mayor and Members of the City Commission

From: Robert Nixon, City Manager
Richard Ash, Utilities Director

Subject: Amending CH2M HILL OMI agreement for the operation and maintenance of the City of Quincy's Wastewater Treatment plant, Sewer Lift Stations, Water Wells and Water Tanks

Statement of Issue/Justification: The City of Quincy owns one wastewater treatment plant, ten lift stations, six water wells and four water tanks. The City uses contract labor to operate and maintain these facilities. The current contract is with CH2M HILL OMI. The agreement was executed in 2007 with a five-year term and a provision within the agreement for automatic renewal for successive five terms. Also, section 5.2 of the agreement allows for an annual negotiation for changes to the base compensation fee for CH2M HILL OMI. It reads in part as follows: "Changes in the Base Fee shall be negotiated annually, three (3) months prior to anniversary of the effective date hereof. Base Fee adjustments shall be negotiated using Labor & Benefits, Chemicals, Sludge Hauling, and Other Direct Costs as the basis of adjustment of the Base Fee. Owner and CH2M HILL OMI agree that good faith negotiations resulting in mutual agreement are the preferred methodology to be used to determine changes in the Base Fee. In the event that Owner and CH2M HILL OMI fail to agree, the Base Fee will be adjusted using the Base Fee Adjustment Formula shown in appendix G." As allowed in the contract, CH2M HILL OMI is proposing the following change to the agreement.

1. Article 5.1 is hereby deleted in its entirety and replaced as follows: 5.1 Owner shall pay to CH2MHILL OMI as compensation for services performed under this Agreement a Base Fee as follows: Year 16 (2022-2023) \$1,186,973.39.
2. Article 5.4 is hereby deleted in its entirety and replaced as follows: 5.4 The total amount CH2M HILL OMI shall be required to pay for Repairs shall not exceed the annual Repairs Limit of \$40,000 during the period of October 1, 2022, to September 30, 2023 (Year 16) of this Agreement.

CH2M HILL OMI shall provide Owner with a monthly detailed invoice of Repairs costs charged against the annual Repairs Limit and the Repairs Limit balance remaining. CH2M HILL OMI to seek Owner's written approval prior to incurring repair costs in excess of the annual Repairs Limit. Owner agrees to pay CH2M HILL OMI for repair costs in excess of the annual Repairs Limit and CH2M HILL OMI will rebate to Owner the entire amount that the cost of Repairs is less than the annual Repairs Limit. The Repairs Limit shall be negotiated each year, three (3) months prior to the anniversary of the Effective Date in accordance with Article 5.2; should Owner and CH2M HILL OMI fail to agree, the Repairs Limit will remain unchanged from the prior annual repair limit.

Conclusion/Background/Recommendations: The increase to the CH2M HILL OMI base fee proposed by CH2M HILL OMI is in the amount of \$64,458 or 5.9%. CH2M HILL OMI provided a letter which details the material cost increases they are experiencing which is the bases for which CH2M HILL OMI proposing the contract amendment. That letter is attached. The proposed increase to the base fee of the contract of 5.9% is less than the amount specified in section 5.2 of the contract if both parties cannot come to agreement. That increase would be \$72,963 or 6.5%. Furthermore, the amended section 5.4 of the agreement would be the same amount approved in the previous year.

General Recommendation: The general conscientious from staff is to recommend the Commission amend the agreement as detailed above, with CH2M HILL OMI for the operation and maintenance of the City of Quincy's wastewater treatment plant, lift stations, water wells and water tanks. This would be amendment NO. 15 to the agreement. That amendment is attached.

GL Number: 402-531-535-30341

Options:

Option 1: Vote to accept amendment NO. 15 to the CH2M HILL OMI agreement.

Option 2. Direct staff an alternative direction to proceed.

Staff Recommendation:

Option 1

Attachment(s):

Amendment #15 to the CH2M HILL OMI Agreement

Letter from Jacobs

AMENDMENT NO. 15
to the
AGREEMENT
for
OPERATIONS, MAINTENANCE AND
MANAGEMENT SERVICES
for the
CITY OF QUINCY, FLORIDA

THIS AMENDMENT NO. 15 (the "Amendment") is made and entered into this ___ day of _____ 2022, by and between the City of Quincy (hereinafter "Owner") and Operations Management International, Inc. (hereinafter "CH2M HILL OMI"), each a "Party" and collectively the "Parties".

WHEREAS, the Parties entered into that certain Agreement for Operations, Maintenance and Management Services for the City of Quincy, Florida on October 1, 2007 (the "Agreement"); and

WHEREAS, for good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the Parties now wish to further modify the Agreement as set forth herein.

NOW THEREFORE, effective October 1, 2022, ("Effective Date") Owner and CH2M HILL OMI agree that the Agreement shall be and is hereby amended and modified in the following manner:

1. Article 5.1 is hereby deleted in its entirety and replaced as follows:

5.1 Owner shall pay to CH2MHILL OMI as compensation for services performed under this Agreement a Base Fee as follows:

Year 16 (2022-2023)	\$1,186,973.39
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2. Article 5.4 is hereby deleted in its entirety and replaced as follows:

5.4 The total amount CH2M HILL OMI shall be required to pay for Repairs shall not exceed the annual Repairs Limit of \$30,000 during the period of October 1, 2022 to September 30, 2023 (Year 16) of this Agreement. CH2M HILL OMI shall provide Owner with a monthly detailed invoice of Repairs costs charged against the annual Repairs Limit and the Repairs Limit balance remaining. CH2M HILL OMI to seek Owner's written approval prior to incurring repair costs in excess of the annual Repairs Limit. Owner agrees to pay CH2M HILL OMI for repair costs in excess of the annual Repairs Limit and CH2M HILL OMI will rebate to Owner the entire amount that the cost of Repairs is less than the annual Repairs Limit. The Repairs Limit shall be negotiated each year, three (3) months prior to the anniversary of the Effective Date in accordance with Article 5.2; should Owner and CH2M HILL OMI fail to agree, the Repairs Limit will remain unchanged from the prior annual Repairs Limit.

This Amendment No. 15, together with all previous amendments and the Agreement constitutes the entire agreement between the Parties and supersedes all prior oral and written understandings with respect to the subject matter set forth herein. Unless specifically stated all other terms and conditions of the Agreement shall remain in full force and effect. Neither this Amendment nor the Agreement may be modified except in writing signed by an authorized representative of the Parties.

(Signature page to follow)

Both Parties indicate their approval of this Amendment No. 15 by their signature below.

Authorized Signature:

**OPERATIONS
INTERNATIONAL, INC.**

MANAGEMENT

Authorized Signature:

CITY OF QUINCY, FLORIDA

Name: Efrain Rodriguez

Title: Operations Lead

Date:

Name: Keith Dowdell

Title: Mayor

Date:



May 26, 2022

Ms. Beverly Nash
City Manager
City of Quincy
404 West Jefferson Street
Quincy, Florida 32351

Dear Mr. McClean:

Subject: Jacobs Quincy Proposed Budget for October 1, 2022, through September 30, 2023

Jacobs (OMI) is pleased to present our cost proposal for the operation and maintenance (O&M) for the Quincy wastewater and water treatment facilities for the period of October 1, 2022, through September 30, 2023. To date, our partnership has resulted in many successes.

Jacobs is cognizant of the current financial position the City of Quincy. Jacobs is doing its due diligence to assist the City of Quincy regarding fine tuning our planned direct cost so that our requested increase will have minimal impact for the city. For the upcoming CY29 renewal, we are proposing an increase of **5.9% or \$64,458**. This would equate to a base fee of **One Million One Hundred Eighty-Six Thousand and Nine Hundred SeventyThree Dollars (\$1,186,973)**. The base fee increase percentage for this year is **6.5% or \$72,963**. Most of the reasoning for the increases is to keep up with the increases in chemical costs for the facility. Fuel has also been a huge factor as well especially dealing with the additional costs of hauling to the Springhill Landfill in Campbellton, Florida as opposed to the old landfill in Georgia. Here are a few of items that have gone up tremendously over the past year. Some went up just before we began this last fiscal year but after the budget was submitted. Jacobs had to eat those increases and did not ask for any additional funds from the City of Quincy.

Sodium Bisulfite May 2021: \$0.25/lb. or \$600 for 2400-pound totes
Sodium Bisulfite August 2021: \$0.38/lb. or \$912 for 2400-pound totes
Sodium bisulfite May 2022: \$0.425/lb. or \$1,020 for 2400-pound totes **This is a \$21,420 increase for the year based on 51 totes.**

Polymer May 2021: \$1.13/lb. or \$330/wk. or \$16,830 Polymer
Jan 2022: \$1.49/lb. or \$432/wk.
Polymer May 2022: \$1.61/lb. or \$467/wk. or \$23,811
We average 290 lb./wk. or 14,500 lb./yr. which equates to an increase of \$6,981/yr.

Chlorine May 2021: \$0.75/lb. or \$112/cylinder
Chlorine May 2022: \$1.30/lb. or \$195/cylinder
280#/week at \$1.30/lb=\$364/wk. or \$18,928/yr. vs \$10,920/yr. back in May 2021
This is an additional \$8,009/yr. increase and this is just on the wastewater side and not counting the increase costs on the water side.

Ferric Sulfate

Ferric Sulfate January 2021 \$0.17/lb. or \$8,160 per semi load or 48,000#
Ferric Sulfate June 2022 \$0.31/lb. or \$14,880 per semi load or 48,000# **This is an increase of \$6,720 and this does not include the shipping costs.**

Biosolids hauling

Diesel May 2021 \$4.00/gal-truck gets 5 mpg-haul distance 40 miles per week = \$32/wk. or \$1,664/yr.

Diesel May 2022 \$5.00/gal-truck gets 5 mpg-haul distance 130 miles per week = \$130/wk. or \$6,760/yr.

This would be an increase of \$5,096/yr. This does not take into count any additional maintenance costs associated with hauling almost three times the distance as before.

Just these five line-items total more than \$48,220 per year. These increases do not take into account the cost increases for generator fuel, generator servicing, other chemicals used at the water department and wastewater plant, lab testing, gas for trucks and equipment, vehicle maintenance and other items out of our control. We are shopping around to find lower cost vendors but we were already using the lowest cost suppliers we could find already.

We are also still requesting an increase in the rebateable repairs account (**\$30,000**) this contract year. We would like to increase it to (**\$40,000**). **We did not include this increase in the budget, but it is greatly needed.** We are in need of more money for repairs due to the aging of the equipment at the wastewater and water facilities as well as the addition of new equipment at the wastewater facility that is adding to the maintenance costs. We have added and new biosolids processing system and a new generator to the Circle Drive lift station that will now need servicing by a certified dealer. Most of the equipment at the facility runs 24 hours a day and 365 days a year. The last upgrade to the facility was in year 2000 making most of the equipment 22 years old or older. We also raised the amount of the maximum purchase amount from \$2,000 to \$2,500 back in 2017 and no increase in the repairs amount. We have exceeded the \$30,000 dollars in repair costs every year except one in the last six years and could easily double this amount each year with all the items needing repair at the facilities. We would also like to see the repairs account also have a fee adjustment every year just like the budget does. This would keep the account from falling behind.

I hope you find this summary informative and satisfactory. Jacobs strives each day to exceed your expectations, as well as those of the citizens of Quincy. We continue to enjoy our partnership with you and the City of Quincy and look forward to building our relationship and providing award winning services.

Sincerely,

Mr. Denvil T. Presnal
Project Manager