

**CITY OF QUINCY, FLORIDA
CITY COMMISSION
SPECIAL MEETING
AGENDA REQUEST**

Date of Meeting: January 18, 2022

Date Submitted: January 4, 2022

To: Honorable Mayor and Members of the City Commission

From: Dr. Beverly Nash, Interim City Manager
Marcia Carty, Director, Finance Department

Subject: City of Quincy Budget Fiscal Year 2021-2022
Grant Funding

Statement of Issue/Justification:

Attached documentation and information related to grant funding for the City of Quincy was tabled for a workshop and special meeting at the Tuesday, January 11, 2022 regular meeting of the City of Quincy City Commission.

Options:

Option 1: Approve recommended grant funding indicated by staff.

Option 2: Deny recommended grant funding indicated by staff.

Option 3: Provide direction from Commission to staff.

Staff Recommendation:

Option 1

Attachment:

City of Quincy Budget Fiscal Year 2021-2022 – Grant Funding

CITY OF QUINCY, FL
 GRANT BUDGET
 FY 2021-2022

FY 2021-2022 CITY OF QUINCY, FL GRANT BUDGET

General Fund Revenues

G/L ACCOUNT	ACCOUNT_TITLE	FY22 Budget
001 TO 405-331-39500	AMERICAN RESCUE PLAN ACT GRANT	\$1,709,664
001-331-50000	FEMA FEDERAL HURRICANE REIMBURSEMENT	\$107,146
001-334-49000	STATE GRANT - TRANSPORTATION	\$583,086
001-366-10003	FLORIDA DEO RIF GRANT	\$115,670
001-366-10016	FDLE EDWARD BYRNE MEMORIAL JAG PROGRAM	\$2,980
002-334-90000	CRA GRANT	\$2,949,428
402-381-39000	CLEAN WATER SRL GRANT	\$3,576,868
402 TO 404-331-32000	DEM HAZARD MITIGATION GRANT	\$71,958
402 TO 404-389-90001	USE OF RETAINED EARNINGS	\$23,986
	TOTAL GENERAL FUND	\$9,140,786

FY 2021-2022 CITY OF QUINCY, FL GRANT BUDGET

American Rescue Plan Act Grant

APPROVED BY CITY COMMISSION ON NOVEMBER 16, 2021

G/L ACCOUNT	ACCOUNT_TITLE	Revenues	FY22 Budget
Revenues			
001 TO 405-331-39500	AMERICAN RESCUE PLAN ACT GRANT		\$1,709,664
	TOTAL REVENUES		\$1,709,664
Expenses			
001-260-513-30315	COMMUNITY SERVICES - MENTAL HEALTH		\$100,000
001-430-541-60634	STORM WATER FACILITIES		\$660,000
403-591-531-30646	ECONOMIC DEVELOPMENT INITIATIVE		\$350,000
403-591-531-30646	ECONOMIC DEVELOPMENT INITIATIVE		\$50,000
402-540-535-60646	EQUIPMENT - FIBER OPTIC SYSTEM UPGRADE		\$13,000
403-591-531-60646	EQUIPMENT - FIBER OPTIC SYSTEM UPGRADE		\$61,000
404-539-533-60646	EQUIPMENT - FIBER OPTIC SYSTEM UPGRADE		\$13,000
405-561-532-60646	EQUIPMENT - FIBER OPTIC SYSTEM UPGRADE		\$13,000
001-220-521-60641	EQUIPMENT		\$140,000
001-220-521-10120	REGULAR SALARIES & WAGES - premium pay		\$309,664
	TOTAL EXPENSES		\$1,709,664

Flagler Street Flooding \$460,000 and Ditch on Florida Avenue & Lincoln to Williams Street \$200,000
 Utility Assistance \$350,000
 Flood Fund for Citizens \$50,000
 \$82,737.50 SPENT
 Police - \$142,500 INCURRED
 Premium Pay

AMERICAN RESCUE PLAN ACT SUMMARY - 2021

From: Local Fiscal Recovery Fund <LFRF@em.myflorida.com>

Greetings –

The United States Department of the Treasury (“Treasury”) has begun releasing funding to States and Local Governments under the provisions of the American Rescue Plan Act of 2021 (ARPA). You have been identified by Treasury as a non-entitlement unit of local government (NEU) eligible to receive Coronavirus Local Fiscal Recovery Funds (CLFRF). The Florida Division of Emergency Management (FDEM) will be distributing funds in accordance with Treasury guidance (https://home.treasury.gov/system/files/136/NEU_Guidance.pdf). In the coming weeks we will be sending your entity a funding agreement, which will need to be executed by your NEU Authorized Representative and the State prior to receiving funding.

As prime recipient of CLFRF NEU funds you will be required to provide reporting to Treasury in October of 2021. Reporting information can be found in the “Compliance and Reporting Guidance” document provided by Treasury (<https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-fund/non-entitlement-units>). In preparation for the reporting, it is required that each NEU have an active registration with the System for Award Management ([SAM.gov](https://sam.gov)).

FDEM will continue to provide updated CLFRF guidance from Treasury as it becomes available. For your convenience, all applicable program guidance will be posted on the Division’s website at [FloridaDisaster.org](https://www.floridadisaster.org) under the Bureau of Recovery – American Rescue Plan Act section. We will provide a direct link to this webpage under a separate cover, once it is live.

To ensure that all e-mail correspondence from our office is received, please add the following email address to your safe senders list: LFRF@em.myflorida.com. For general questions related to this program, please contact Erin White via email at LFRF@em.myflorida.com or Erin.White@em.myflorida.com, or by phone at (850) 815-4458.

Thank you,

Melissa Shirah | Bureau Chief

Bureau of Recovery

Florida Division of Emergency Management

2555 Shumard Oak Blvd

Tallahassee, FL 32399-2100

Office: (850) 815-4410

Cell: (850) 590-9287

www.floridadisaster.org

The American Rescue Plan Act (ARPA), signed into law in March 2021, provides \$350 billion in relief to states and local governments to combat the continued impact of the COVID-19 pandemic. To offer swift guidance on the use of Coronavirus State and Local Fiscal Recovery Funds (CSLFRF), the U.S. Department of Treasury (Treasury) published the interim final rule (IFR) on May 10, 2021, through an expedited rule-making process.

The IFR establishes a framework for determining the types of programs and services eligible under this program, along with examples of uses that state and local governments may consider. These uses build on eligible expenditures under the Coronavirus Relief Fund issued through the CARES Act by recognizing a broad range of additional eligible uses. The objective of CSLFRF is to help governments support the families, businesses, and communities hardest hit by the COVID-19 public health emergency.

Section 602 and section 603 also describe several types of uses that would be responsive to the impacts of the COVID-19 public health emergency, including assistance to households, small businesses, and nonprofits and aid to impacted industries, such as tourism, travel, and hospitality.

Eligible state, territorial, metropolitan city, county, and tribal governments may request their allocation of CSLFRF through the Treasury Submission Portal. Eligible local governments classified as nonentitlement units — generally local governments with populations under 50,000 — will receive this funding through their applicable state government.

With the IFR guidance in mind, we recommend you consider the following as you begin to plan how you'll use this funding: (1) eligible uses, (2) ineligible uses, and (3) appropriate planning for spending.

Eligible uses of CSLFRF

Eligible uses of CSLFRF fall into four broad categories:

1. Public health & economic impacts
2. Premium pay
3. Revenue loss
4. Investments in water, sewer, or broadband infrastructure

Expenditures qualifying under public health and economic impact can be used to respond to the public health emergency with respect to COVID-19 or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality. Eligible uses in this category must be in response to the disease itself or the harmful consequences of the economic disruptions resulting from or exacerbated by the COVID-19 public health emergency.

A nonexhaustive list of eligible expenditures identified in the IFR includes:

COVID-19 mitigation and prevention programs (medical care, testing, contact tracing, purchases of PPE, public communication efforts)

• COVID-19 Mitigation and Prevention. A broad range of services and programming are needed to contain COVID-19. Mitigation and prevention efforts for COVID-19 include vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (e.g., monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools;⁴⁰ ventilation improvements congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses.⁴¹ They also include capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics. These COVID-19 prevention and mitigation programs and services, among others, were eligible expenditures under the CRF and are eligible uses under this category of eligible uses for the Fiscal Recovery Funds.⁴²

- Behavioral health and substance abuse treatment
- Payroll and covered benefits for public health and safety personnel
- Addressing disparities in public health outcomes and responding to negative impacts on households and individuals
- Qualifying business loans and grants
- Rehiring staff for state and local governments
- Aid to impacted industries such as tourism, travel, and hospitality
- Affordable housing in qualifying areas
- Serving the homeless
- Expenses to Improve the Design and Execution of Health and Public Health Programs. State, local, and Tribal governments may use payments from the Fiscal Recovery Funds to engage in planning and analysis in order to improve programs addressing the COVID-19 pandemic, including through use of targeted consumer outreach, improvements to data or technology infrastructure, impact evaluations, and data analysis
- Facilitate access to resources that improve health outcomes, including services that connect residents with health care resources and public assistance programs and build healthier environments, such as:
 - Funding community health workers to help community members access health services and services to address the social determinants of health;
 - Funding public benefits navigators to assist community members with navigating and applying for available Federal, State, and local public benefits or services;
 - Housing services to support healthy living environments and neighborhoods conducive to mental and physical wellness;
 - Remediation of lead paint or other lead hazards to reduce risk of elevated blood lead levels among children; and
 - Evidence-based community violence intervention programs to prevent violence and mitigate the increase in violence during the pandemic

The IFR also provides flexibility to use CSLFRF payments for programs or services not identified in the nonexhaustive list by providing considerations for evaluating other potential uses.

Premium pay can be provided to eligible workers performing essential work during the COVID-19 public health emergency. A few of the more important aspects in the IFR related to premium pay include the following:

- The ARPA defines premium pay as an amount up to \$13 per hour, in addition to wages or remuneration the worker otherwise receives.
- Premium pay is limited to an aggregate amount not to exceed \$25,000 per eligible worker.
- Premium pay or grants provided using CSLFRF should prioritize compensation of those lower-income eligible workers who perform essential duties.
- Premium pay that increases a worker's total pay above 150% of their residing state's average annual wage for all occupations or their residing county's average annual wage, whichever is higher, must be supported by written justification of how the premium pay is responsive to individuals performing essential work during the public health emergency.
- Providing retrospective premium pay is encouraged, where possible, for work performed since the start of the public health emergency (Jan. 27, 2020), recognizing that many essential workers haven't yet received additional compensation for work conducted over the course of many months.
- Essential workers who have already earned premium pay for essential work performed during the COVID-19 public health emergency remain eligible for additional payments; an essential worker may receive both retrospective premium pay for prior work as well as prospective premium pay for current or ongoing work.

Examples of workers who may qualify for premium pay include:

- Staff at nursing homes, hospitals, and home care settings
- Workers at farms, food production facilities, grocery stores, and restaurants
- Janitors and sanitation workers
- Truck drivers, transit staff, and warehouse workers
- Public health and safety staff
- Childcare workers, educators, and other school staff
- Social service and human services staff

Revenue loss should be used to provide government services to the extent of a reduction in revenue due to the COVID-19 public health emergency. The revenue loss will be measured relative to revenues collected in the most recent full fiscal year prior to the emergency. The IFR provides further guidance and a methodology for this calculation. Note that recipients should look at general revenue in the aggregate, rather than on a source-by-source basis. Given that recipients may have experienced offsetting changes in revenues across sources, this approach is intended to provide a more accurate representation of the effect of the pandemic on overall revenues.

Investments in infrastructure category allows for a broad range of necessary investments in projects that improve access to clean drinking water, improve wastewater and stormwater infrastructure systems, and provide access to high-quality broadband service. Necessary

investments include projects that are required to maintain a level of service that, at least, meets applicable health-based standards, taking into account resilience to climate change, or establishes or improves broadband service to unserved or underserved populations to reach an adequate level to permit a household to work or attend school, and that are unlikely to be met with private sources of funds.

For water and sewer infrastructure, governments have wide latitude to identify investments that are of the highest priority for their own communities, which may include projects on privately owned infrastructure. The guidance aligns with the wide range of types or categories of projects that would be eligible to receive financial assistance through the Environmental Protection Agency (EPA) Clean Water State Revolving Fund or Drinking Water State Revolving Fund.

For broadband infrastructure, eligible investments are those designed to provide services meeting adequate speeds and provided to unserved and underserved households and businesses. The IFR offers governments flexibility to identify the specific locations within their communities to be served and to otherwise design the project.

Ineligible uses of CSLFRF

The ARPA includes two provisions that define the boundaries of the statute's eligible uses. First, ARPA prohibits recipients from using the funds for deposit into a pension fund. A deposit under the Act refers to an extraordinary payment into a pension fund for the purpose of reducing an accrued, unfunded liability. More specifically, the IFR doesn't permit CSLFRF to be used to make a payment into a pension fund if both: (1) the payment reduces a liability incurred prior to the start of the COVID-19 public health emergency, and (2) the payment occurs outside the recipient's regular timing for making such payments. It's important to understand that a deposit is distinct from a payroll contribution, which occurs when employers make payments into pension funds on regular intervals, with contribution amounts based on a predetermined percentage of employees' wages and salaries. Therefore, if an employee's wages and salaries are an eligible use of CSLFRF, governments may treat the employee's covered benefits, including pension, as an eligible use as well.

Second, state and territories may not use CSLFRF to either directly or indirectly offset a reduction in net tax revenue resulting from a change in law, regulation, or administrative interpretation during the covered period. Finally, the IFR gives additional examples of ineligible uses — expenditures that Treasury believes don't qualify within any of the four broad buckets — including contributions to rainy day funds, payments on outstanding debt, and fees or issuance costs of new debt.

As you engage in robust discussions about spending CSLFRF, here are some other planning considerations to keep in mind:

- **Period of performance:** Before you begin to plan for spending your CSLFRF award, you must first understand the period of performance, that is, the start of the award and the planned end date. The period of performance or spending period for eligible expenditures begins March 3, 2021, except for retroactive premium pay, which is discussed above.

Funds must be obligated by Dec. 31, 2024, and those obligated funds must be spent by Dec. 31, 2026.

- **Double dipping:** With the influx of increased federal funding, you'll likely face the challenge of preventing the same costs from being charged to multiple funding sources. The first two broad eligible categories have similar eligible uses as the Coronavirus Relief Fund (CRF) (CFDA 21.019) and the Coronavirus Emergency Supplemental Funding Program (CESF) (CFDA 16.034), which could raise the risk that the same cost is charged to multiple grants. It's important to establish and ensure adequate cost tracking controls to avoid double dipping.
- **Reporting and recordkeeping requirements:** Treasury will establish reporting and recordkeeping requirements, including enhanced reporting requirements for certain uses. For certain types of expenditures, the IFR also includes public disclosure requirements. In addition to ensuring the CSLFRF are used on eligible expenditures, it's also critical for all governments to identify, track, and adhere to the required reporting and public disclosure requirements.
- **Funds are subject to single audit:** Be aware that these funds are subject to the provisions of the Uniform Guidance (2 CFR Part 200) and therefore a single audit is required when total expenditures equal or exceed \$750,000 in a given fiscal year. If you'll have a single audit for the first time or simply would like a refresher, take a look at the following
- **Documentation:** No matter how you choose to use the funding, documentation of any decision-making will be key. The calculation of revenue loss in particular will likely present its own unique challenges in this regard.

Given that the spending period extends to Dec. 31, 2026, projects eligible for CSLFRF can have a lasting impact on communities.

FY 2021-2022 CITY OF QUINCY, FL GRANT BUDGET

FEMA Hurricane Sally

G/L ACCOUNT	ACCOUNT_TITLE	FY22 Budget
Revenues		
001-331-50000	FEMA FEDERAL HURRICANE REIMBURSEMENT	\$107,146
	TOTAL REVENUES	\$107,146
Expenses		
001-430-541-60634	STORM WATER FACILITIES	107,146
	TOTAL EXPENSES	\$107,146

POSSIBLE INCREASE TO \$172,144

North Stewart Street Drainage Project

FY 2021-2022 CITY OF QUINCY, FL GRANT BUDGET

FDLE - Edward Byrne Memorial Justice Assistance Grant (JAG)

G/L ACCOUNT	ACCOUNT_TITLE	FY22 Budget
Revenues		
001-366-10016	FDLE Edward Byrne Memorial JAG	\$2,980
	TOTAL REVENUES	\$2,980
Expenses		
001-220-521-10140	OVERTIME	700
001-220-521-60641	EQUIPMENT	2,280

TOTAL EXPENSES		\$2,980
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FY 2021-2022 CITY OF QUINCY, FL GRANT BUDGET

SCOP STATE GRANT

G/L ACCOUNT	ACCOUNT_TITLE	FY22 Budget
Revenues		
001-334-49000	STATE GRANT - TRANSPORTATION	\$583,086
	TOTAL REVENUES	\$583,086
Expenses		
001-430-541-60632	RESURF & SIDEWALKS	583,086
	TOTAL EXPENSES	\$583,086

\$437,858 SCOP & \$145,228 SCOP

FY 2021-2022 CITY OF QUINCY, FL GRANT BUDGET

Dept of Economic Opp Rural Infrastructure

G/L ACCOUNT	ACCOUNT_TITLE	FY22 Budget
Revenues		
001-366-10003	FLORIDA DEO RIF GRANT	\$115,670
	TOTAL REVENUES	\$115,670
Expenses		
001-284-515-30341	CONTRACTUAL SERVICES	115,670
	TOTAL EXPENSES	\$115,670

Dewberry & Gadsden
Development Council COST
INCURRED

Hometown Revitalization Grant

APPROVED BY CITY COMMISSION ON SEPTEMBER 28, 2021

G/L ACCOUNT	ACCOUNT_TITLE	Revenues	FY22 Budget
002-334-90000	CRA GRANT	\$2,949,428	
	TOTAL REVENUES	\$2,949,428	
	Expenses		
002-250-552-30491	CONTRACTUAL SERVICES		2,949,428
	TOTAL EXPENSES		\$2,949,428

FY 2021-2022 CITY OF QUINCY, FL GRANT BUDGET

Dept of Environmental Clean Water Grant

G/L ACCOUNT	ACCOUNT_TITLE	FY22 Budget
Revenues		
402-381-39000	CLEAN WATER SRL GRANT	\$3,576,868
	TOTAL EXPENSES	\$3,576,868
Expenses		
402-531-535-60620	BUILDING & BUILDING IMPROVEMENTS	3,576,868
	TOTAL EXPENSES	\$3,576,868

\$556,000 COST INCURRED

FY 2021-2022 CITY OF QUINCY, FL GRANT BUDGET

DEM Hazard Mitigation Grant

G/L ACCOUNT	ACCOUNT_TITLE	FY22 Budget
Revenues		
402 TO 404-331-32000	DEM HAZARD MITIGATION GRANT	\$71,958
402 TO 404-389-90001	USE OF RETAINED EARNINGS	\$23,986
	TOTAL REVENUES	\$95,944
Expenses		
402-531-535-60644	EQUIPMENT	\$47,972
404-530-533-60644	EQUIPMENT	\$47,972
	TOTAL EXPENSES	\$95,944

**CITY OF QUINCY, FLORIDA
CITY COMMISSION
SPECIAL MEETING
AGENDA REQUEST**

Date of Meeting: January 18, 2022

Date Submitted: January 4, 2022

To: Honorable Mayor and Members of the City Commission

From: Dr. Beverly Nash, Interim City Manager
Marcia Carty, Director, Finance Department

Subject: City of Quincy Budget Fiscal Year 2021-2022
Departmental/Directors' Dire Needs Listing

Statement of Issue/Justification:

Attached documentation and information related to departmental/directors' dire needs listing for the City of Quincy was tabled for a workshop and special meeting at the Tuesday, January 11, 2022 regular meeting of the City of Quincy City Commission.

Options:

- Option 1: Approve recommended departmental/directors' dire needs listing as indicated by staff.**
- Option 2: Deny recommended departmental/directors' dire needs listing as indicated by staff.
- Option 3: Provide direction from Commission to staff.

Staff Recommendation:

Option 1

Attachment:

City of Quincy Budget Fiscal Year 2021-2022 – Departmental/Directors' Dire Needs Listing

CITY OF QUINCY, FL
 DIRECTORS' DEPARTMENTAL REQUEST - ITEMS NEEDED
 FY 2021-2022 BUDGET

STAFF WILL REVIEW STATUS OF DIRECTORS' NEEDS AND IDENTIFY FUNDING IN CURRENT YEAR BUDGET; AND WILL MANAGE RESOURCES

Needs Requests Funded by Budget Transfers

Account Number	Account Description	Approved Budget 09-14	Director Request 09-17	Budget Transfer TO	Budget Transfer FROM
001-284-515-30491	OTHER OPERATING EXPENSE	\$1,692	\$4,100	\$2,408	
001-310-572-30404	OIL GREASE	\$660	\$3,000	\$2,340	
001-310-572-30405	TIRES	\$1,022	\$3,000	\$1,978	
001-310-572-30406	VEH PARTS ONLY	\$494	\$3,000	\$2,506	
001-310-572-30407	VEHICLE REPAIRS	\$92	\$2,000	\$1,908	
001-310-572-30523	OPERATING SUP - CHEM	\$111	\$2,000	\$1,889	
001-310-572-30526	ATHLETIC EQUIP BASEBALL SOFTB	\$375	\$4,000	\$3,625	
001-310-572-30528	ATHLETIC EQUIPMENT - BASKETBA	\$1,099	\$7,000	\$5,901	
001-310-572-30529	ATHLETIC EQUIPMENT - OTHER	\$1,389	\$5,000	\$3,611	
001-440-572-30462	REPAIR MAINT.-EQUIPMENT TOC	\$869	\$4,000	\$3,131	
001-440-572-30491	OTHER OPERATING EXPENSES	\$46	\$2,000	\$1,954	
403-591-531-30341	CONTRACTUAL SERVICES				-\$31,251
402-540-535-30462	REPAIR MAINT.-EQUIPMENT TOC	\$923	\$2,000	\$1,077	
402-540-535-30467	MAINTENANCE OF MAINS & LINES				-\$1,077
403-502-531-30462	REPAIR MAINT.-EQUIPMENT TOC	\$247	\$3,000	\$2,753	
403-591-531-30405	TIRES	\$810	\$2,500	\$1,690	
403-591-531-30406	VEH PARTS ONLY	\$2,907	\$5,700	\$2,793	
403-591-531-30407	VEHICLE REPAIRS	\$9,163	\$12,500	\$3,337	
403-591-531-30462	REPAIR MAINT.-EQUIPMENT TOC	\$1,579	\$6,000	\$4,421	
403-591-531-30467	MAINTENANCE OF MAINS LINES	\$12,507	\$15,000	\$2,493	
403-591-531-60636	SIGNALIZATION	\$0	\$22,500	\$22,500	
403-591-531-30341	CONTRACTUAL SERVICES				-\$39,987

CITY OF QUINCY, FL
 DIRECTORS' DEPARTMENTAL REQUEST - ITEMS NEEDED
 FY 2021-2022 BUDGET

Account Number	Account Description	Approved Budget 09-14	Director Request 09-17	Increase in Budget Lines
404-530-533-30466	REPAIR & MAINTENANCE - PLANT	\$0	\$2,000	\$2,000
404-539-533-30403	GASOLINE DIESEL	\$294	\$2,000	\$1,706
404-539-533-30404	TIRES	\$0	\$400	\$400
404-539-533-30405	PARTS	\$17	\$1,000	\$983
404-539-533-30467	MAINTENANCE OF MAINS LINES	\$2,340	\$4,000	\$1,660
404-539-533-30468	REPAIR MAINTENANCE - SERVICES	\$437	\$3,000	\$2,563
404-539-533-30521	OPERATING SUPPLIES	\$202	\$500	\$298
403-591-531-30341	CONTRACTUAL SERVICES			-\$9,610
405-520-532-30493	TRAINING	\$162	\$3,035	\$2,873
405-561-532-30406	VEH PARTS ONLY	\$20	\$500	\$480
405-561-532-30407	VEHICLE REPAIRS	\$0	\$500	\$500
403-591-531-30341	CONTRACTUAL SERVICES			-\$3,853
TOTALS		\$39,457	\$125,235	\$85,778 **

** The project was completed in the prior fiscal year within the 30 days after the budgeting process was completed

Needs Requests Not Funded

404-520-533-30390	CONTINGENCY	\$0	\$10,000	\$10,000
405-520-532-30390	CONTINGENCY	\$0	\$5,000	\$5,000
402-520-535-30390	CONTINGENCY	\$0	\$20,000	\$20,000

TOTALS

\$35,000

Funded and Not Funded

\$120,778

**CITY OF QUINCY, FLORIDA
CITY COMMISSION
SPECIAL MEETING
AGENDA REQUEST**

Date of Meeting: January 18, 2022

Date Submitted: January 4, 2022

To: Honorable Mayor and Members of the City Commission

From: Dr. Beverly Nash, Interim City Manager
Marcia Carty, Director, Finance Department

Subject: City of Quincy Budget Fiscal Year 2021-2022
2021 Revenues and Unfunded Items

Statement of Issue/Justification:

Attached documentation and information related 2021 Revenues and Unfunded Items for the City of Quincy was tabled for a workshop and special meeting at the Tuesday, January 11, 2022 regular meeting of the City of Quincy City Commission.

Options:

Option 1: Approve recommended 2021 Revenues and Unfunded Items as indicated by staff.

Option 2: Deny recommendation as indicated by staff.

Option 3: Provide direction from Commission to staff.

Staff Recommendation:

Option 1

Attachment:

City of Quincy Budget Fiscal Year 2021-2022 – 2021 Revenues and Unfunded Items

CITY OF QUINCY, FL
REGULAR COMMISSION MEETING
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2. Projected First Quarter (October thru December, 2021) Net Operational Results
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5. General and Enterprise Funds' Usage of Prior Year Funds in Approved Budgets for Fiscal Years 2019-2020, 2020-2021, and 2021-2022
6. Governmental Funds Unassigned Fund Balance and Proprietary Funds Unrestricted Retained Earnings
7. Items Not Funded by the Approved Budget for 2021-2022
8. Approved Appropriation for American Rescue Plan Act Grant
9. IAFF Fire Union Contract Negotiations
10. Police Union Contract Negotiations
11. Punch Clock Plus \$2,600 Plan, approved by Commissioners

City of Quincy, FL
Month of October, 2021
Net Operational Actual Results

	<u>General Fund</u>	<u>Enterprise Fund</u>	<u>Total Funds</u>
Revenues	\$670,311	\$1,960,928	\$2,631,239
Less Surcharge Monies Restriction		(\$80,579)	(\$80,579)
Revenues Available for Operations	\$670,311	\$1,880,349	\$2,550,660
Expenses	(\$839,824)	(\$1,525,839)	(\$2,365,663)
Net Results	(\$169,513)	\$354,511	\$184,998

①

City of Quincy, FL
Month of November, 2021
Net Operational Actual Results

	<u>General Fund</u>	<u>Enterprise Fund</u>	<u>Total Funds</u>
Revenues	\$1,636,115	\$4,133,042	\$5,769,158
Less Surcharge Monies Restriction		(\$161,665)	(\$161,665)
Revenues Available for Operations	<u>\$1,636,115</u>	<u>\$3,971,378</u>	<u>\$5,607,493</u>
Expenses	<u>(\$1,763,369)</u>	<u>(\$3,506,021)</u>	<u>(\$5,269,390)</u>
Net Results	<u>(\$127,254)</u>	<u>\$465,357</u>	<u>\$338,103</u>
Percentage of Net Results	-7.8%	11.3%	5.9%

Comment: Advalorem receipts are only \$283,125 of the budgeted \$1,336,663. It is projected that as the advalorem is received, the net results for General Fund will be a positive amount.

City of Quincy, FL
Projections for the Quarter Ending December 31, 2021
Projected Net Operational Results

	<u>General Fund</u>	<u>Enterprise Fund</u>	<u>Total Fund</u>
Revenues	\$2,709,233	\$5,882,785	\$8,592,018
Less Surcharge Monies Restriction	\$0	(\$241,737)	(\$241,737)
Revenues Available for Operations	<u>\$2,709,233</u>	<u>\$5,641,048</u>	<u>\$8,350,281</u>
Expenses	<u>(\$2,519,471)</u>	<u>(\$5,379,206)</u>	<u>(\$7,898,677)</u>
Net Results	<u>\$189,762</u>	<u>\$261,843</u>	<u>\$451,605</u>

FY 2022 Enterprise Transfers to General Fund	\$1,399,954
FY 2022 Percentage of Enterprise Transfers	51.67%
FY 2021 Enterprise Transfers to General Fund	\$1,300,302
FY 2021 Percentage of Enterprise Transfers	39.84%

②

City of Quincy, FL
 Analysis of October 2021 Revenue
 Budget vs Actual and Current vs Prior Year
 as of November 22, 2021

Account Number	Description	FY 2022 Adjusted Budget	FY 2022 YTD Budget	FY 2022 YTD Amount	FY 2022 Budget vs Actual Variance	Prior YTD FY 2021 Amount	Current vs Prior YTD Variance
402-343-10000	SALES	\$2,046,420	\$170,535	\$162,510	(\$8,025)	\$186,876	(\$24,366)
402-343-16000	CONNECTIONS	\$8,637	\$720	\$0	(\$720)	\$588	(\$588)
402-343-17000	FORFEITED DISCOUNTS - PENALTIES	\$31,005	\$2,584	\$2,334	(\$249)	\$2,915	(\$581)
402-343-19000	CUT ON/OFF FEES					\$0	\$0
402-343-50000	SEWER SURCHARGE O/S	\$62,514	\$5,210	\$4,086	(\$1,123)	\$5,713	(\$1,627)
402-361-10000	INTEREST REVENUE	\$321	\$27	\$18	(\$9)	\$25	(\$7)
402-381-10000	INTERFUND TRANSFER	\$18,171	\$1,514	\$1,514	\$0	\$37,334	(\$35,820)
403-331-01019	H-M FEMA REIMB MICHAEL	\$205,000	\$17,083	\$0	(\$17,083)	\$0	\$0
403-343-11000	RESIDENTIAL SALES	\$5,386,439	\$448,870	\$440,188	(\$8,682)	\$487,792	(\$47,604)
403-343-12000	COMMERCIAL SALES	\$6,963,630	\$580,303	\$598,811	\$18,508	\$641,270	(\$42,460)
403-343-13000	INDUSTRIAL SALES	\$1,392,262	\$116,022	\$137,801	\$21,780	\$111,676	\$26,125
403-343-14000	STREET LIGHTING SALES	\$10,244	\$854	\$3,765	\$2,911	\$133	\$3,632
403-343-15000	INTERDEPARTMENTAL SALES	\$315,779	\$26,315	\$30,729	\$4,414	\$21,606	\$8,122
403-343-16000	CONNECTIONS	\$52,881	\$4,407	\$548	(\$3,859)	\$309	\$239
403-343-16500	Hurricane Michael Surcharge	\$981,650	\$81,805	\$80,579	(\$1,226)	\$91,183	(\$10,605)
403-343-16710	VISTA BRACE VOLUNTEER GRANT	\$29,536	\$2,461	\$0	(\$2,461)	\$2,882	(\$2,882)
403-343-17000	FORFEITED DISCOUNTS - PENALTIES	\$149,640	\$12,470	\$13,189	\$719	\$12,647	\$541
403-343-18000	SALE OF MATERIAL	\$0	\$0	\$10,077	\$10,077	\$0	\$10,077
403-343-19000	CUT ON/OFF FEES	\$29,097	\$2,425	\$510	(\$1,915)	\$6,368	(\$5,858)
403-343-24000	TRANSFORMER RENT	\$8,590	\$716	\$705	(\$11)	\$705	\$0
403-343-27000	MISCELLANEOUS CHARGES	\$7,325	\$610	(\$258)	(\$668)	\$908	(\$1,166)
403-343-90000	MISCELLANEOUS REVENUES	\$0	\$0	\$84	\$84	\$123	(\$39)
403-361-10000	INTEREST REVENUE	\$1,008	\$84	\$0	(\$84)	\$39	(\$39)
403-389-90001	USE OF RETAINED EARNINGS	\$854,251	\$71,188	\$0	(\$71,188)	\$0	\$0
404-343-10000	SALES	\$2,028,145	\$169,012	\$136,261	(\$32,751)	\$157,246	(\$20,985)
404-343-15000	INTERDEPARTMENTAL SALES	\$87,195	\$7,266	\$6,162	(\$1,104)	\$4,340	\$1,822
404-343-16000	CONNECTIONS	\$23,165	\$1,930	\$2,112	\$182	\$572	\$1,540
404-343-17000	FORFEITED DISCOUNTS-PENALTIES	\$25,439	\$2,120	\$1,945	(\$175)	\$2,529	(\$584)
404-343-27000	MISCELLANEOUS CHARGES	\$21,856	\$1,821	\$0	(\$1,821)	\$4,704	(\$4,704)
404-343-30000	WATER SURCHARGE O/S	\$106,759	\$8,897	\$6,330	(\$2,567)	\$9,006	(\$2,676)
404-361-10000	INTEREST REVENUE	\$1,818	\$152	\$24	(\$127)	\$209	(\$185)
405-343-10000	GAS SALES	\$1,532,086	\$127,674	\$101,357	(\$26,316)	\$63,147	\$38,210
405-343-15000	GAS INTERDEPARTMENTAL SALES	\$9,408	\$784	\$148	(\$636)	\$170	(\$22)
405-343-16000	GAS CONNECTIONS	\$10,962	\$914	\$1,275	\$362	\$250	\$1,025
405-343-17000	GAS FORFEITED DISCS-PENALTIES	\$26,981	\$2,248	\$1,884	(\$364)	\$1,356	\$528
405-343-27000	GAS OTHER CHARGES	\$654	\$55	(\$192)	(\$247)	\$0	(\$192)
405-361-10000	INTEREST REVENUE	\$137	\$11	\$0	(\$11)	\$8	(\$8)
405-369-90000	MISCELLANEOUS REVENUE	\$136,502	\$11,375	\$0	(\$11,375)	\$0	\$0
406-343-11000	RESIDENTIAL SALES	\$742,742	\$61,895	\$61,458	(\$438)	\$60,506	\$952
406-343-12000	COMMERCIAL SALES	\$527,503	\$43,959	\$44,638	\$680	\$42,011	\$2,627
406-343-15000	YARD TRASH COLLECTION	\$144,538	\$12,045	\$11,936	(\$109)	\$11,817	\$120
406-343-17000	FORFEITED DISCOUNTS-PENALTIES	\$18,561	\$1,547	\$1,449	(\$98)	\$1,485	(\$36)
406-381-00010	Non-Operating Transfer					\$4,720	(\$4,720)
407-343-44000	GARBAGE TIPPING FEES	\$150,825	\$12,569	\$29,146	\$16,577	\$13,920	\$15,226
407-381-00010	Non-Operating Transfer	\$10,970	\$914	\$914	\$0	\$1,023	(\$109)

**** GRAND TOTAL **** \$24,160,656 \$2,013,388 \$1,894,038 (\$119,350) \$1,991,111 (\$97,074)

Conclusion: FY 2021-2022 actual revenues are less than budgeted revenues by \$119,350, and less than prior year revenues by \$97,074.

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CITY OF QUINCY, FL
USE OF FUND BALANCE & RETAINED EARNINGS IN FY 2021-2022 BUDGET

GENERAL FUND USE OF FUND BALANCE		
001-430-541-60632	RESURF & SIDEWALKS	\$430,054
001-430-541-60643	Shop Truck	\$175,000
001-440-572-60644	EQUIPMENT Utility Trailers/ Weedeaters	\$15,000
001-110-552-60620	CHAMBER BUILDING IMPROVEMENTS	\$190,000
001-110-552-60641	OFFICE FURNITURE & EQUIPMENT	\$10,446
001-210-521-60641	OFFICE FURNITURE & EQUIPMENT	\$12,500
001-389-00000	USE OF FUND BALANCE	<u>\$833,000</u>
ENTERPRISE FUND USE OF RETAINED EARNINGS		
402-520-535-60644	EQUIPMENT	\$10,000
403-539-531-60640	STORM HARDENING EQUIPMENT	\$10,000
403-591-531-60644	EQUIPMENT	\$125,000
405-561-532-60644	EQUIPMENT	\$40,000
402-540-535-60644	EQUIPMENT	\$80,000
403-591-531-30341	CONTRACTUAL SERVICES	\$343,281
403-539-531-30469	CONTRACTUAL TREE TRIMMING	\$172,855
403-539-531-10120	REGULAR SALARIES WAGES - LINE CLEARING	\$73,115
403-389-90001	USE OF RETAINED EARNINGS	<u>\$854,251</u>

④

CITY OF QUINCY, FL
 GENERAL & ENTERPRISE FUNDS' USAGE OF PRIOR YEAR FUNDS IN APPROVED BUDGETS
 Fiscal Years FY 2020 to 2022

GENERAL FUND USAGE OF FUND BALANCE (BUDGET)

	FY 2021-2022	FY 2020-2021	FY 2019-2020
Total Revenues	\$11,315,216	\$11,616,082 (*)	\$9,853,370
Revenues and Transfers	\$10,482,216	\$10,838,669	\$9,553,370
Fund Balance Usage	\$833,000	\$777,413	\$300,000
Percentage - Fund Balance	7.4%	6.7%	3.0%

(*) Grants Included

ENTERPRISE FUND USAGE OF RETAINED EARNINGS (BUDGET)

	FY 2021-2022	FY 2020-2021	FY 2019-2020
Total Revenues	\$24,918,519	\$32,459,337 (*)	\$25,841,244
Revenues and Transfers	\$24,064,268	\$31,101,187	\$25,841,244
Retained Earnings Usage	\$854,251	\$1,358,150	\$954,347
Percentage - Retained Earnings	3.4%	4.2%	3.7%

(*) Grants Included

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Excerpt from Fiscal Year 2020 Audit Report

Governmental Funds Unassigned Fund Balance

\$1,096,829

and

Proprietary Funds Unrestricted Retained

Earnings \$3,110,037

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CITY OF QUINCY, FLORIDA
BALANCE SHEET-GOVERNMENTAL FUNDS
SEPTEMBER 30, 2020

	General Fund	Community Redevelopment Agency	Non-Major Governmental	Total Governmental Funds
Assets				
Cash and Cash Equivalent	\$ 870,440	\$ 241,203	\$ 175,458	\$ 1,287,101
Investments	851,141	0	0	851,141
Receivables (Net)	378,185	0	0	378,185
Assessment Receivables (Net)	172,699	0	0	172,699
Due from Other Governments	318,124	0	0	318,124
Prepaid Expenses	0	0	0	0
Total Assets	<u>2,590,589</u>	<u>241,203</u>	<u>175,458</u>	<u>3,007,250</u>
Liabilities and Fund Balances				
Liabilities				
Accounts Payable	339,330	14,537	0	353,867
Accrued Expenses	482,267	4,453	0	486,720
Due to Other Governments	0	0	0	0
Advances from Other Funds	0	0	0	0
Unearned Revenue	379,785	0	0	379,785
Total Liabilities	<u>1,201,382</u>	<u>18,990</u>	<u>0</u>	<u>1,220,372</u>
Deferred Inflows of Resources	<u>119,679</u>	<u>0</u>	<u>0</u>	<u>119,679</u>
Fund Balances				
Nonspendable:				
Prepays	0	0	0	0
Advances to Other Funds	0	0	0	0
Restricted for:				
Law Enforcement	0	0	25,879	25,879
Physical Environment	0	0	0	0
Economic Environment	0	222,213	0	222,213
Debt Service	172,699	0	149,579	322,278
Assigned	0	0	0	0
Unassigned	1,096,829	0	0	1,096,829
Total Fund Balances	<u>1,269,528</u>	<u>222,213</u>	<u>175,458</u>	<u>1,667,199</u>
Total Liabilities and Fund Balance	<u>\$ 2,590,589</u>	<u>\$ 241,203</u>	<u>\$ 175,458</u>	<u>\$ 3,007,250</u>

(6a)

See accompanying notes to Financial Statements

CITY OF QUINCY, FLORIDA
STATEMENT OF FUNDS NET POSITION-PROPRIETARY FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2020

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	Business-Type Activities					Internal Service Fund
	Enterprise Funds				Total Enterprise Funds	
	Water Fund	Major Funds Electric Fund	Wastewater Fund	Non-Major Funds		
Liabilities						
Current Liabilities						
Accounts Payable	\$ 163,245	\$ 1,489,702	\$ 553,299	\$ 210,897	\$ 2,417,143	\$ 12,262
Accrued Payroll	12,398	95,561	14,688	16,714	139,361	3,431
Due to other Governments	0	0	0	26,878	26,878	0
Accrued Interest Payable	30,995	95,883	19,766	8,190	154,744	0
Current Portion:						
Bonds Payable	265,018	320,186	123,947	26,851	736,002	0
Notes Payable	230,433	0	27,717	0	258,150	0
Capitalized Leases Payable	27,464	87,884	49,435	0	164,783	0
Compensated Absences Payable	2,164	19,342	2,425	6,292	30,223	1,553
Deferred Revenue	0	0	20,000	0	20,000	0
Total Current Liabilities	731,627	2,108,558	811,277	295,822	3,947,284	17,246
Noncurrent Liabilities						
Customer Deposits	21,573	1,477,730	0	8,623	1,507,926	0
Advances from Other Funds	0	1,439,829	200,000	0	1,639,829	0
Long-term Portion:						
Bonds Payable	3,329,922	4,471,181	1,475,739	564,461	9,841,303	0
Notes Payable	385,399	1,982,707	591,609	0	2,959,625	0
Capitalized Lease Payable	54,122	173,189	97,419	0	324,730	0
Compensated Absences	6,491	59,065	7,275	17,858	90,669	4,658
Lead Fill Closure Liability	0	0	0	239,559	239,559	0
Total Noncurrent Liabilities	3,797,417	9,603,701	2,372,042	830,481	16,603,641	4,658
Total Liabilities	4,529,044	11,712,259	3,183,319	1,126,303	20,550,925	21,904
Net Position						
Net Investment in Capital Assets	(1,572,120)	4,104,500	2,375,231	68,682	5,116,293	61,491
Restricted for Debt Service	1,316,472	2,346,516	666,705	273,273	4,602,966	0
Unrestricted	1,756,063	(55,034)	643,929	765,079	3,110,037	21,147
Total Net Position	1,700,415	6,395,982	3,685,865	1,107,034	12,899,296	82,638
Total Liabilities and Net Position	\$ 6,229,459	\$ 18,108,241	\$ 6,869,184	\$ 2,233,337	\$ 33,440,221	\$ 104,542

See accompanying notes to Financial Statements

City of Quincy, FI
 Items Not Funded by the Approved Budget
 as of November 22, 2021

Dire Needs List \$120,778 (Contingency-Reserves \$182,080 possible source)

Capital Items and Aid to Private Organizations moved to Grants Budget, but not funded by ARPA (\$1,709,664):

	AID TO PRIVATE ORGANIZATIONS	Purpose
001-110-511-80820	\$80,000	Non-profit organizations
402-520-535-60644	\$25,000	Sewer infrastructure improvement
402-540-535-60642	\$50,000	Truck to mount sewer flush machine
402-531-535-60644	\$50,000	Replace manholes/valve boxes
402-531-535-60646	\$39,000	Fiber Optic/Broadband Infrastructure
403-591-531-60646	\$183,000	Fiber Optic/Broadband Infrastructure
404-539-533-60646	\$39,000	Fiber Optic/Broadband Infrastructure
405-561-532-60646	\$39,000	Fiber Optic/Broadband Infrastructure
404-520-533-30343	\$25,000	Consultant - water infrastructure/consent analysis
404-539-533-60644	\$75,000	Water 300KWH diesel generator
404-539-533-60644	\$25,000	Purchase a water leak detection system

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ORGANIZATION EXPENSES MOVED
 FROM ORIGINAL BUDGET TO ARPA
 Grant

\$630,000

Commissioners Allocation for Fire and Police Union Negot \$150,000 (Contingency-Reserves \$182,080 possible source)

Total Amount Not Yet Funded or Appropriated in Approve \$900,778

FY 2021-2022 CITY OF QUINCY, FL GRANT BUDGET

American Rescue Plan Act Grant

G/L ACCOUNT	ACCOUNT_TITLE	FY22 Budget
Revenues		
001 TO 405-331-39500	AMERICAN RESCUE PLAN ACT GRANT	\$1,709,665
	TOTAL REVENUES	\$1,709,665
Expenses		
001-260-513-30315	COMMUNITY SERVICES - MENTAL HEALTH	\$100,000
001-430-541-60634	STORM WATER FACILITIES	\$660,000
403-591-531-30646	ECONOMIC DEVELOPMENT INITIATIVE	\$500,000
001-220-521-60641	EQUIPMENT	\$140,000
TBD		\$309,665
	TOTAL EXPENSES	\$1,709,665

Flagler Street
 Flooding \$460,000
 and Ditch on Florida
 Avenue & Lincoln to
 Williams Street
 \$200,000
 Utility Assistance
 Police
 Premium Pay



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CITY OF QUINCY, FL
 IAFF CONTRACT UNION NEGOTIATIONS
 PROJECTED COST FOR YEARS ONE THRU THREE

	Name	IAFF CONTRACT SALARY 2021 2022 STEP ONE	IAFF CONTRACT SALARY 2022-2023 STEP TWO	IAFF CONTRACT SALARY 2023-2024 STEP THREE	JOB TITLE
1	BARRETT, MATTHEW P	\$35,858.54	\$38,576.51	\$40,000.00	FIREFIGHTER II
2	BARRINEAU, COLIN D	\$35,858.54	\$38,576.51	\$40,000.00	FIREFIGHTER II
3	BRYANT, DAMION T	\$35,858.54	\$38,576.51	\$40,000.00	FIREFIGHTER II
4	CLARK, MICHAEL N	\$53,739.88	\$56,782.28	\$60,000.00	CAPTAIN
5	DAVIS, DIANTE L	\$35,858.54	\$38,576.51	\$40,000.00	FIREFIGHTER II
6	DUDLEY, DARRIUS	\$53,739.88	\$56,782.28	\$60,000.00	CAPTAIN
7	GWENS, DARIUS T	\$35,858.54	\$38,576.51	\$40,000.00	FIREFIGHTER II
8	HALL, PHATARIOS C	\$35,858.54	\$38,576.51	\$40,000.00	FIREFIGHTER II
9	HONDERICK, JAMES P	\$46,465.77	\$48,501.58	\$50,000.00	LIEUTENANT
10	JACKSON, SHAVARIS N	\$35,858.54	\$38,576.51	\$40,000.00	FIREFIGHTER II
11	MARTINEZ, ENRIQUE D	\$35,858.54	\$38,576.51	\$40,000.00	FIREFIGHTER II
12	NOTTAGE, KYLE A	\$35,858.54	\$38,576.51	\$40,000.00	FIREFIGHTER II
13	PIAZZA, VINCENT C	\$35,858.54	\$38,576.51	\$40,000.00	FIREFIGHTER II
14	PRIDEMORE, KENT A	\$46,465.77	\$48,501.58	\$50,000.00	LIEUTENANT
15	ROCK JR, STEVEN R	\$35,858.54	\$38,576.51	\$40,000.00	FIREFIGHTER II
16	SADLER, SHELBY D	\$35,858.54	\$38,576.51	\$40,000.00	FIREFIGHTER II
17	SANDERS JR, CHARLIE B	\$46,465.77	\$48,501.58	\$50,000.00	LIEUTENANT
18	SHERROD, JAMES T	\$35,858.54	\$38,576.51	\$40,000.00	FIREFIGHTER II
19	STALLWORTH, ULTRICK O	\$46,465.77	\$48,501.58	\$50,000.00	LIEUTENANT
20	TURNAGE, CHRISTOPHER	\$35,858.54	\$38,576.51	\$40,000.00	FIREFIGHTER II

CURRENT SALARY	\$795,362.40	\$847,642.02	\$880,000.00
FRINGE BENEFITS	\$397,681.20	\$423,821.01	\$440,000.00
TOTAL SALARY WITH FRINGE BENEFITS	\$1,193,043.60	\$1,271,463.03	\$1,320,000.00
2021-2022 BUDGET	-\$1,052,016.00	-\$1,052,016.00	-\$1,052,016.00
ADDITIONAL FUNDS TO BUDGET	\$141,027.60	\$219,447.03	\$267,984.00
CUMULATIVE INCREASE OVER 3 YEARS (*)		\$360,474.63	\$628,458.63

CITY OF QUINCY, FL
POLICE RATES PER NEGOTIATION
FISCAL YEARS 2021-2022 TO 2023-2024

	Name	HIRES DATE	HR RATE	ANNUAL SALARY	INCREASE PER STEP PLAN	FY 2021-2022 Hourly Rate	JOB TITLE	STEP ONE - 2080 and 2184 HRS	STEP TWO - 2080 and 2184 HRS	STEP THREE - 2080 and 2184 HRS
1	CLARK, ASHLEY J	2/5/2018	17.06	\$35,484.80	\$4,534.40	\$ 19.24	DETECTIVES/CRIMINAL INV	\$ 40,019.20	\$ 41,204.80	\$ 42,452.80
2	SMITH, ERIC D	8/26/2015	17.06	\$35,484.80	\$4,534.40	\$ 19.24	DETECTIVES/CRIMINAL INV	\$ 40,019.20	\$ 41,204.80	\$ 42,452.80
3	ADAMS, DERRICK L	3/15/2021	16.73	\$36,538.32	\$5,481.84	\$ 19.24	POLICE OFFICER	\$ 42,020.16	\$ 43,285.04	\$ 44,575.44
4	BARBER, HAROLD J	7/8/2002	21.26	\$46,431.84	\$6,071.52	\$ 24.04	POLICE SERGEANT	\$ 52,503.36	\$ 54,075.84	\$ 55,692.00
5	BOLDS, PATRICK J	2/19/2021	16.23	\$35,446.32	\$6,573.84	\$ 19.24	POLICE OFFICER	\$ 42,020.16	\$ 43,285.04	\$ 44,575.44
6	BOYD, SHAWN F	7/9/2021	19.26	\$42,063.84	\$10,439.52	\$ 24.04	POLICE OFFICER/SERGEANT	\$ 52,503.36	\$ 54,075.84	\$ 55,692.00
7	CANCECO, CHRISTOPHER R	5/17/2021	16.23	\$35,446.32	\$6,573.84	\$ 19.24	POLICE OFFICER	\$ 42,020.16	\$ 43,285.04	\$ 44,575.44
8	CANCECO, JONATHAN L	12/3/2018	17.06	\$37,259.04	\$4,761.12	\$ 19.24	POLICE OFFICER	\$ 42,020.16	\$ 43,285.04	\$ 44,575.44
9	CENTERO, ANA M	12/4/2006	20.25	\$44,226.00	\$808.08	\$ 20.62	POLICE OFFICER	\$ 45,034.08	\$ 46,075.84	\$ 47,144.00
10	VACANT - DAHLE	3/9/2020	16.64	\$36,341.76	\$5,678.40	\$ 19.24	POLICE OFFICER	\$ 42,020.16	\$ 43,285.04	\$ 44,575.44
11	DILMORE, STACY D	5/17/2021	17.23	\$37,630.32	\$4,369.84	\$ 19.24	POLICE OFFICER	\$ 42,020.16	\$ 43,285.04	\$ 44,575.44
12	EDWARDS III, ROBERT J	5/4/2020	16.64	\$36,341.76	\$5,678.40	\$ 19.24	POLICE OFFICER	\$ 42,020.16	\$ 43,285.04	\$ 44,575.44
13	GARDNER JR, EDWARD J	10/21/2019	16.64	\$36,341.76	\$5,678.40	\$ 19.24	POLICE OFFICER	\$ 42,020.16	\$ 43,285.04	\$ 44,575.44
14	GILYARD JR, LARRY D	3/10/1997	28.24	\$61,676.16	\$1,332.24	\$ 28.85	LEUTENANT	\$ 63,008.40	\$ 65,192.40	\$ 67,376.40
15	HARTIN, ADAM C	5/17/2021	16.23	\$35,446.32	\$6,573.84	\$ 19.24	POLICE OFFICER	\$ 42,020.16	\$ 43,285.04	\$ 44,575.44
16	HILL, CARLOS A	10/23/2017	19.74	\$43,112.16	\$9,391.20	\$ 24.04	POLICE SERGEANT	\$ 52,503.36	\$ 54,075.84	\$ 55,692.00
17	JORDAN, DEMARLOW	1/25/2021	16.32	\$35,642.88	\$6,377.28	\$ 19.24	POLICE OFFICER	\$ 42,020.16	\$ 43,285.04	\$ 44,575.44
18	MALAVE, ADRIAN R	7/6/2021	16.23	\$35,446.32	\$6,573.84	\$ 19.24	POLICE OFFICER	\$ 42,020.16	\$ 43,285.04	\$ 44,575.44
19	MONROE JR, EUGENE	7/21/2008	24.35	\$53,180.40	\$9,828.00	\$ 28.85	LEUTENANT	\$ 63,008.40	\$ 65,192.40	\$ 67,376.40
20	VACANT - OCONNOR	2/12/2021	16.23	\$35,446.32	\$6,573.84	\$ 19.24	POLICE OFFICER	\$ 42,020.16	\$ 43,285.04	\$ 44,575.44
21	BRITTMAN, DESMOND	2/5/2021	16.23	\$35,446.32	\$6,573.84	\$ 19.24	POLICE OFFICER	\$ 42,020.16	\$ 43,285.04	\$ 44,575.44
22	ROBINSON, GLENDON W	6/6/2005	21.53	\$47,021.52	\$15,985.88	\$ 28.85	LEUTENANT	\$ 63,008.40	\$ 65,192.40	\$ 67,376.40
23	SCHWITT, PHILIPPE N	12/9/2020	16.23	\$35,446.32	\$6,573.84	\$ 19.24	POLICE OFFICER	\$ 42,020.16	\$ 43,285.04	\$ 44,575.44
24	SMILEY, DEBRALE L	3/31/2020	16.64	\$36,341.76	\$5,678.40	\$ 19.24	POLICE OFFICER	\$ 42,020.16	\$ 43,285.04	\$ 44,575.44
25	TAYLOR, JARVIS L	4/3/2017	19.26	\$42,063.84	\$10,439.52	\$ 24.04	POLICE SERGEANT	\$ 52,503.36	\$ 54,075.84	\$ 55,692.00
26	MIMS, OMON	9/13/2021	16.23	\$35,446.32	\$6,573.84	\$ 19.24	POLICE OFFICER	\$ 42,020.16	\$ 43,285.04	\$ 44,575.44

CURRENT SALARY	\$1,196,433.68	\$1,240,606.64	\$1,278,701.84
INCREASED SALARY - STEP PLAN			
FRINGE BENEFITS - 66.4% FOR POLICE	\$794,431.96	\$823,762.81	\$849,058.02
TOTAL SALARY FOR UNION POLICE WITH FRINGE BENEFITS	\$1,990,865.64	\$2,064,369.45	\$2,127,759.86
TOTAL AMOUNT INCLUDED IN BUDGET	\$ (1,875,090.00)	\$ (1,875,090.00)	\$ (1,875,090.00)
PROJECTED PBA NEGOTIATIONS' ANNUAL AMOUNT NEEDED IN EXCESS OF BUDGET	\$ 115,775.64	\$ 189,279.45	\$ 252,669.86
PRIOR YEAR (\$) AMOUNT IN EXCESS OF BUDGET	\$	\$ 115,775.64	\$ 305,055.09
ACCUMULATED AMOUNT NEEDED TO BUDGET THE SALARY INCREASE	\$	\$ 305,055.09	\$ 557,724.95



CITY OF QUINCY, FL
 COMMISSIONERS' PUNCH CLOCK PLUS \$2,600 PLAN
 PY 2021-2022 BUDGET

Position	Name	HIRE DATE	HR RATE	PER HIS ANNUAL SALARY as of 09/30/2021	YEARS OF SERVICE	JOB TITLE	Revised Salary with 1.5% raise &	
							1.50%	\$2,600 \$2,600
FINANCE								
1	REEVES, DONNA M	11/26/2007	\$ 16.59	\$34,507.20	13.89	BILLING AND POSTING CLERK	\$35,024.81	\$37,624.81
2	VACANT	6/1/2021	\$ 18.50	\$38,480.00	18.78	GRANT ACCOUNTANT/ACCOUNTANT I	\$39,027.20	\$41,627.20
3	WOODARO, GLORIA A	12/1/2003	\$ 22.04	\$45,843.20	17.88	ADMINISTRATIVE ASST/FINANCIAL CLERK	\$46,330.85	\$48,930.85
CUSTOMER SERVICE								
4	HOWARD, SHAKENORA M	10/21/2019	\$ 12.36	\$25,708.80	1.98	CUSTOMER SERVICE CASHIER	\$26,094.48	\$28,694.48
5	TEJADA, STEPHANIE M	8/10/2020	\$ 12.10	\$25,170.08	1.18	CUSTOMER SERVICE CASHIER	\$25,547.83	\$28,147.83
6	vacant - alexis		\$ 12.81	\$26,624.40		CUSTOMER SERVICE EMPLOYEE	\$27,033.92	\$29,633.92
BUILDING & PLANNING								
7	YOUNG, DONNY L	7/26/2021	18.51	\$38,500.80	0.22	BUILDING INSPECTORS	\$39,078.31	\$41,678.31
8	KIMBLE, JOANN G	4/8/2019	\$ 16.48	\$34,278.40	2.52	ADMINISTRATIVE ASSISTANT/PERMIT TECH	\$34,792.58	\$37,392.58
POLICE								
9	MOORE, ADNETRICK S	11/9/2001	\$ 21.22	\$44,137.60	19.95	ADMINISTRATIVE ASSISTANT	\$44,799.66	\$47,399.66
10	MANUEL, SYLVIA	3/7/2016	\$ 13.75	\$28,600.00	5.61	EVIDENCE TECH	\$29,029.00	\$31,629.00
11	BASS, JOEL	6/12/2000	\$ 14.77	\$30,721.60	21.35	COMMUNICATION OFFICER	\$31,182.42	\$33,782.42
12	KILPATRICK, JAMET N	6/15/2015	\$ 12.00	\$24,960.00	6.34	DISPATCHERS/COMMUNICATION OFFICER	\$25,334.40	\$27,934.40
13	MATHEWNEY, DIANE L	2/28/2005	\$ 17.77	\$36,961.60	16.64	OFFICE CLERKS, GENERAL	\$37,516.02	\$40,116.02
14	OUVER, LINDA D	2/20/1989	\$ 18.04	\$37,523.20	32.67	COMMUNICATIONS OFFICER	\$38,086.05	\$40,686.05
15	SYKES, TAMMIE L	1/12/2013	\$ 13.00	\$27,040.00	8.76	DISPATCHERS/COMMUNICATION OFFICER	\$27,446.90	\$30,046.90
16	WHITEHEAD, HELEN	5/8/2002	\$ 15.61	\$32,488.80	15.45	COMMUNICATIONS OFFICERS	\$32,955.83	\$35,555.83
17	FINLUFF, LAURIE A	9/25/2019	\$ 12.00	\$24,960.00	2.05	DISPATCHERS/COMMUNICATION OFFICER	\$25,334.40	\$27,934.40
18	JOHNSON, BRANDI J	5/1/2019	\$ 12.00	\$24,960.00	2.46	DISPATCHERS/COMMUNICATION OFFICER	\$25,334.40	\$27,934.40
FIRE								
19	WHIDDON, CELESE M	2/22/1995	\$ 20.84	\$43,347.20	26.66	ADMINISTRATIVE ASSISTANT	\$43,987.41	\$46,587.41
PARKS & RECREATION								
20	DABADY, JEAN M	7/8/2019	\$ 14.85	\$30,908.80	2.27	RECREATION COORDINATOR	\$31,372.43	\$33,972.43
21	FIELDS, IRVIN Q	12/27/2010	\$ 14.00	\$28,120.00	10.81	MAINTENANCE WORKER	\$28,556.80	\$31,156.80
22	HIGHMAN, CHRISTOPHER L	5/9/2021	\$ 11.33	\$23,966.40	0.45	MAINTENANCE & REPAIR WORKERS - GENERAL	\$23,919.90	\$26,519.90
23	SHERMAN, ALICIA L	10/1/2018	\$ 14.42	\$29,993.60	3.04	ADMINISTRATIVE ASSISTANT	\$30,443.50	\$33,043.50
24	SWEET III, WILLIAM L	9/17/2018	\$ 11.33	\$23,566.40	3.08	MAINTENANCE & REPAIR WORKERS - GENERAL	\$23,919.90	\$26,519.90
25	WALKER, ERIC T	12/12/2016	\$ 16.83	\$34,995.95	4.84	PARKS & RECREATION SUPERVISOR	\$35,524.95	\$38,124.95
26	WILLIAMS, CHRISTOPHER M	10/16/2014	\$ 13.25	\$27,560.00	7.03	Maintenance Worker I	\$27,973.40	\$30,573.40
PUBLIC WORKS								
27	LIBEY, ABULLAH	8/9/2021	\$ 11.33	\$23,566.40	0.18	MAINTENANCE AND REPAIR WORKER, GENERAL	\$23,919.90	\$26,519.90
28	CANNIDATE, THEODORE R	4/15/2019	\$ 11.59	\$24,307.20	2.50	MAINTENANCE AND REPAIR WORKER, GENERAL	\$24,468.81	\$27,068.81
29	DANIELS, LARRY D	7/30/2018	\$ 18.94	\$38,395.20	3.21	PUBLIC WORK SUPERVISOR	\$38,986.13	\$41,586.13
30	DAVIS, LITTLE M	8/5/2019	\$ 11.59	\$24,307.20	2.19	MAINTENANCE & REPAIR WORKERS - GENERAL	\$24,468.81	\$27,068.81
31	DONALD, DEMETRIC	1/8/2018	\$ 11.33	\$23,566.40	3.77	MAINTENANCE & REPAIR WORKERS - GENERAL	\$23,919.90	\$26,519.90
32	JAMES, BOBBY L	2/17/2020	\$ 11.33	\$23,566.40	1.66	MAINTENANCE AND REPAIR WORKER, GENERAL	\$23,919.90	\$26,519.90
33	LEE, TROY	6/7/2021	\$ 11.33	\$23,566.40	0.35	MAINTENANCE AND REPAIR WORKER, GENERAL	\$23,919.90	\$26,519.90
34	MCCOY, SAMMY D	5/14/2018	\$ 15.00	\$31,200.00	3.42	Equipment Operator	\$31,668.00	\$34,268.00
35	MILLER, SIDNEY M	8/17/2020	\$ 12.50	\$26,000.00	1.16	MAINTENANCE AND REPAIR WORKER, GENERAL	\$26,390.00	\$28,990.00
36	PRICE, CHADRICK D	9/10/2012	\$ 16.54	\$34,403.20	9.10	HEAVY EQUIPMENT OPERATOR	\$34,919.25	\$37,519.25
37	PRIDE, DEANGELO R	5/14/2013	\$ 15.00	\$31,200.00	3.42	MAINTENANCE WORKER I	\$31,668.00	\$34,268.00
38	RODRIGUEZ, DAVID	1/8/2018	\$ 11.85	\$24,648.00	3.77	MAINTENANCE & REPAIR WORKERS - GENERAL	\$25,017.72	\$27,617.72
39	VACANT	10/7/2021	\$ 11.33	\$23,566.40	0.02	MAINTENANCE AND REPAIR WORKER, GENERAL	\$23,919.90	\$26,519.90



CITY OF QUINCY, FL
 COMMISSIONERS' PUNCH CLOCK PLUS \$2,600 PLAN
 FY 2021-2022 BUDGET

40	VACANT	10/7/2021	\$ 15.00	\$31,200.00	0.02	EQUIPMENT OPERATOR	\$31,668.00	\$ 2,600.00	\$34,268.00
41	VACANT	10/7/2021	\$ 15.00	\$31,200.00	0.02	EQUIPMENT OPERATOR	\$31,668.00	\$ 2,600.00	\$34,268.00
42	WILLIAMS, MICHAEL L	2/25/2013	\$ 15.51	\$32,160.80	8.64	INMATE SUPERVISOR	\$31,744.71	\$ 2,600.00	\$35,344.71
43	DONALSON, TOMMY	12/13/2017	\$ 16.00	\$33,280.00	3.84	MAINTENANCE & REPAIR WORKERS - GENERAL	\$33,779.20	\$ 2,600.00	\$36,379.20
44	GREEN, RICHARD	3/31/1987	\$ 17.80	\$37,024.00	34.56	TRADES WORKER II	\$37,579.36	\$ 2,600.00	\$40,179.36
45	WOOD, LEWIS J	5/14/2018	\$ 11.33	\$23,566.40	3.42	MAINTENANCE WORKER I	\$23,919.90	\$ 2,600.00	\$26,519.90
46	MARSHALL, LAMONTE A	12/16/2013	\$ 21.85	\$45,448.00	7.83	MECHANIC III	\$46,129.72	\$ 2,600.00	\$48,729.72
47	MOYE, JAMICHAEL T	4/19/2021	\$ 16.00	\$33,280.00	0.49	SMALL ENGINE MECHANICS	\$33,779.20	\$ 2,600.00	\$36,379.20
UTILITIES									
48	HAMMELMAN, MARK G	8/27/2007	\$ 14.91	\$31,012.80	14.14	STOREKEEPER - UTILITIES	\$31,477.99	\$ 2,600.00	\$34,077.99
49	JOYNER, TRINA	7/11/2015	\$ 17.55	\$36,504.00	5.26	ADMINISTRATIVE ASSISTANT	\$37,051.56	\$ 2,600.00	\$39,651.56
50	BAILEY, RICHARD B	2/26/2018	\$ 17.39	\$36,171.20	3.63	LINEMAN	\$36,713.77	\$ 2,600.00	\$39,313.77
51	BRYANT, TONAYNE L	2/29/2015	\$ 18.28	\$40,102.40	5.63	LINEMAN	\$40,703.94	\$ 2,600.00	\$43,303.94
52	CAMPBELL, EDMOND G	5/22/2017	\$ 16.29	\$33,883.20	4.40	TREE TRIMMER	\$34,391.45	\$ 2,600.00	\$36,991.45
53	ROBERSON, JAMES	8/7/2017	\$ 16.00	\$33,280.00	4.19	LINEMAN HELPER/LABORER	\$33,779.20	\$ 2,600.00	\$36,379.20
54	ALBRITTON, ANTHONY W	11/12/2020	\$ 11.70	\$24,336.00	0.92	METER READER - UTILITIES	\$24,701.04	\$ 2,600.00	\$27,301.04
55	BOTELLO, ISRAEL	8/17/2017	\$ 12.98	\$26,998.40	4.16	TREE TRIMMER HELPER	\$27,409.38	\$ 2,600.00	\$30,009.38
56	BOUIE, MICHAEL	11/9/1997	\$ 26.17	\$54,433.60	23.96	LINEMAN FOREMAN	\$55,250.10	\$ 2,600.00	\$57,850.10
57	CASEY, CHRISTOPHER C	2/20/2018	\$ 20.81	\$43,284.80	3.65	LINEMAN	\$43,984.07	\$ 2,600.00	\$46,584.07
58	COLON, JOSE J	7/15/2020	\$ 11.70	\$24,336.00	1.25	METER READER - UTILITIES	\$24,701.04	\$ 2,600.00	\$27,301.04
59	VACANT	10/7/2021	\$ 11.50	\$23,500.00	0.02	UTILITIES SERVICE TECH	\$24,278.80	\$ 2,600.00	\$26,878.80
60	GREEN, AARON T	9/24/2019	\$ 16.64	\$34,611.20	2.06	LINEMAN HELPER/LABORER	\$35,130.37	\$ 2,600.00	\$37,730.37
61	JOHNSON SR, KENNETH B	8/3/2020	\$ 24.96	\$51,916.80	1.20	LINEMAN	\$52,695.55	\$ 2,600.00	\$55,295.55
62	JOHNSON, BRIAN S	5/17/2021	\$ 11.25	\$23,400.00	0.41	METER READER - UTILITIES	\$23,751.00	\$ 2,600.00	\$26,351.00
63	NGUYEN, TYLER-JAMES H	10/5/2020	\$ 11.70	\$24,336.00	1.02	METER READER - UTILITIES	\$24,701.04	\$ 2,600.00	\$27,301.04
64	PARKER, CHARLIE L	8/18/1986	\$ 25.49	\$53,019.20	35.18	SENIOR LINEMAN	\$53,814.49	\$ 2,600.00	\$56,414.49
65	BHAMES, SAMUEL L	9/28/2017	\$ 19.50	\$40,550.00	4.05	UTILITIES SERVICE TECH	\$41,168.40	\$ 2,600.00	\$43,768.40
66	BROWN, RAYMOND L	5/10/2021	\$ 19.25	\$40,040.00	0.43	SENIOR UTILITIES SERVICE TECH	\$40,640.60	\$ 2,600.00	\$43,240.60
67	COX, JOSHUA W	3/4/2019	\$ 20.94	\$43,555.20	2.62	WATER & SEWER SUPERINTENDENT	\$44,208.53	\$ 2,600.00	\$46,808.53
68	FIGLIERO, DAMIAN	9/1/2020	\$ 11.70	\$24,336.00	1.12	UTILITIES SERVICE TECH	\$24,701.04	\$ 2,600.00	\$27,301.04
69	COLON, JOSE	5/22/2017	\$ 16.62	\$34,569.60	4.40	UTILITIES SERVICE TECH	\$35,068.14	\$ 2,600.00	\$37,668.14
70	BARNES, GEORGE	1/3/2017	\$ 15.60	\$32,448.00	4.78	UTILITIES SERVICE TECH	\$32,934.72	\$ 2,600.00	\$35,534.72
71	BROCK, DAVID L	11/19/2002	\$ 18.72	\$38,597.90	18.92	SENIOR UTILITIES SERVICE TECH	\$39,521.66	\$ 2,600.00	\$42,121.66
72	COME, THOMAS E	10/5/2020	\$ 24.00	\$48,500.00	1.02	SUPERINTENDENT GAS	\$50,668.80	\$ 2,600.00	\$53,268.80

0/1

\$2,379,750.76 \$187,200.00 \$2,566,951
 \$718,746
 \$3,285,697
 -\$3,001,065
 \$284,632

Fringe Benefits - 28%
 Total Salaries with fringe benefits
 Included in the Adopted Budget FY 2021-2022
 Amount Unfunded

Contingency - Reserve
 Amount Unfunded - Punch clock/Non-exempt positions

\$137,185
 \$112,736

Note: The highlighted positions are non-exempt positions who do not punch the clock. The value of these positions is \$20,611.

**CITY OF QUINCY, FLORIDA
CITY COMMISSION
SPECIAL MEETING
AGENDA REQUEST**

Date of Meeting: January 18, 2022

Date Submitted: January 4, 2022

To: Honorable Mayor and Members of the City Commission

From: Dr. Beverly Nash, Interim City Manager
Marcia Carty, Director, Finance Department

Subject: City of Quincy Budget Fiscal Year 2021-2022
Unfunded Aid to Non-Profit Organizations

Statement of Issue/Justification:

Attached documentation and information related Unfunded Aid to Non-Profit Organizations for the City of Quincy was tabled for a workshop and special meeting at the Tuesday, January 11, 2022 regular meeting of the City of Quincy City Commission.

Options:

Option 1: Approve recommended Unfunded Aid to Non-Profit Organizations as indicated by staff.

Option 2: Deny recommendation as indicated by staff.

Option 3: Provide direction from Commission to staff.

Staff Recommendation:

Option 1

Attachment:

City of Quincy Budget Fiscal Year 2021-2022 – Unfunded Aid to Non-Profit Organizations

**UNFUNDED AID TO NONPROFIT ORGANIZATIONS
BUDGET YEAR 2021-2022**

Name of Organization	Date Requested	Amount Requested 2021-2022	Suggested Amount to Fund 2021-2022	Proposed Intent of Funds Requested	Amount Funded FY 2020-2021
Shaw Quarters Neighborhood Watch	5/13/2021	\$1,000	\$1,000	Shaw Quarters' Day; Fruit baskets; Senior Citizen Banquet	\$1,000
Gadsden County NAACP Branch	5/11/2021	\$3,000	\$3,000	Voter registration, door to door outreach; contact and driving voters to the polls	\$3,000
Gadsden County Men of Action	5/12/2021	\$5,000	\$5,000	Toys for Tot (toys, books, and stocking) 40 young men to Montgomery Alabama to attend the Legacy Museum and the National Memorial for Peace and Justice	\$3,000
Born2BeAMan, Inc.	5/19/2021	\$9,000	\$4,000	Memorial for Peace and Justice	\$0
Quincy Music Theatre	5/24/2021	\$2,000	\$2,000	Production of two shows under the Young Artist Series	\$1,000
Quincy Mainstreet	5/21/2021	\$50,000	\$10,000	\$20,000 towards operation; \$30,000 for events such as Porchfest in the Spring, Quincyfest in the Fall, Food Truck Friday, Mistletoe Market, and Saturday Farmer's Market	\$13,000
Gadsden Arts Center & Museum	5/19/2021	\$5,000	\$5,000	Art - Home Kits for 500 students; Teen Art Council, Art for Children programs, and ArtReach Afrer School partnerships	\$10,000
Closing The Achievement Gap, Inc.	11/30/2021	\$5,000	\$5,000	To provide Gadsden County students and families with free tutoring services, workshops, training and educational programs.	\$0
Gadsden County Development Council	10/22/2021	\$15,000	\$15,000	Fiscal agent for the development of the county-wide Talent Development Strategy titled Opportunity for All: Good for Business and Great for Workers.	\$15,000
Silver Star Lodge #61	12/8/2021	\$5,000	\$5,000	To provide services within the community to feed the needy hot meals, food giveaways, property cleaning for the elderly of Gadsden County.	\$0

North Florida Educational Development Corporation	12/8/2021	\$5,000	\$5,000	\$5,000	Empower individuals and families in Gadsden County or become more self-determined, self-sufficient, and self-sustaining.	\$0
Legal Services of North Florida	12/3/2021	\$40,000	\$40,000	\$10,000	Civil legal needs, including increases in tenant and homeownership issues, with consumer debt issues, overpayments in unemployment compensation issues with access to health care, etc.	\$10,000
Mother Care Network, Inc.	12/6/2021	\$20,000	\$20,000	\$10,000	To provide assistance and support to address the compounded needs of Gadsden's residents through coaching, mentoring and family bonding.	\$0
Stallworth & Associates Global	12/8/2021	\$5,000	\$5,000	\$5,000	Gadsden County held first Juneteenth on 06/19/2021. Planning another event 06/19/2022, to acknowledge, empower and speak on the history of Juneteenth in Quincy, Florida.	\$0

Total NonProfit Organizations' Reques \$170,000 \$85,000 \$56,000

Funding disbursed as of 12/21/2021

-\$5,000

Net Non-Profit Organizations' Funding Unfunded \$80,000

**CITY OF QUINCY, FLORIDA
SPECIAL MEETING
CITY COMMISSION
AGENDA REQUEST**

Date of Meeting: January 18, 2022

Date Submitted: January 5, 2022

To: Honorable Mayor and Members of the City Commission

From: Dr. Beverly Nash, Interim City Manager
Charles J. Hayes, Interim Director, Building and
Planning Department

Subject: **Anti-Crime Prevention Grants (Final Round)
(Resubmittal)**

Statement of Issue/Justification:

On January 11, 2022, the City Commission voted and tabled this agenda item. This represents the final round of funding for the Anti-Crime Prevention/Family-Based Prevention/Community Programs to reduce gang activity and gun violence in the City of Quincy. Staff developed a process for approval of funding for non-profits 501(c) 3 organizations, local governments, and school districts to participate who serve Gadsden County. The amount of the individual grant is not to exceed \$10,000. **The total available funds remaining to disperse is \$18,000.**

Background:

The Anti-Crime Prevention/Family-Based Prevention/Community Program application packet is a seed grant up to a maximum of \$10,000 with a match of 25% developed in 2021. Per requirements, the match can be in-kind. Applications were submitted and reviewed by the staff and a selected committee. The committee consisted four individuals who reviewed and scored the applications according to the attached agreed upon rubric.

The committee met and discussed each application and individual impact and benefit to the City of Quincy and Gadsden County. Scores were tallied and provided.

The application deadline for the final round was November 19, 2021, only three applications met the established deadline, and as directed, the committed re-scored the two previous applications.

Conclusion/Results of Application Review and Scoring Process (Final Round):

1. Closing The Achievement Gap, Incorporated, (CTAG) (\$5,000.00)

- a. Met the qualification in accordance with the guidelines of the grant. The target group are the youth of Gadsden County Generation Z from Carter Parramore Academy, Gadsden County High, Stewart Street Elementary and James A. Shanks Middle Schools.
- b. Will provide life coaching to be able to address struggles and trauma in order to reduce violence and crime.

2. Gadsden County Men of Action (\$3,300.00)

- a. Received funding previously.
- b. The target group are at-risk youth throughout Gadsden County.
- c. Programmatic plans are to invite the youth to an after-school enrichment program with activities that work. In addition, the participants will be individuals referred by the courts. The project will provide a conflict resolution and goal setting curriculum.

3. Boys that Skate (\$3,300.00)

- a. The project will be a mentoring program for young men designed for gang violence avoidance by encouraging individuals through skating, promoting social skills and making friends. It is the project's belief that skating is great way to defuse aggression that may lead to violence.

Sub-total Amount of Funding = \$11,600.00

In accordance with full disclosure, all applications and proposals can be viewed or obtained in their entirety, including scoring rubric by making a request with the Building and Planning Department, Mr. Charles Hayes or City Manager's Office, City Hall.

Upon additional review of the listing of applicants, the City Commission agreed to and requested staff to equally divide the **remaining amount of \$6,400.00** between the following entities:

• Herz 2 Yourz	\$ 2,133.00
• ARTS	\$ 2,133.00
• Melanin Mothers Meet (M3)	\$ 2,134.00

Remaining Amount:	\$ 6,400.00
Initial three Entities:	\$11,600.00
Grant Total:	\$18,000.00

Options:

Option 1: Approve recommended funding for the said organizations at the levels indicated by staff and based on directions from the City Commission added remaining three entities and the amounts recommended for funding.

Option 2: Deny funding for the said organization at the levels indicated by staff.

Option 3: Provide direction from Commission to staff.

Staff Recommendation:

Option 1

Attachment:

Anti-Crime Prevention Grants – Proposal Scores – Final Round

**ANTI-CRIME PREVENTION GRANTS
PROPOSAL SCORES - FINAL ROUND**

ORGANIZATION	SCORES				Average Score	Requested Funding	Recommended Funding
	REVIEWER 1	REVIEWER 2	REVIEWER 3	REVIEWER 4			
Closing the Gap	4.15	8	8.5		5.1625	\$ 10,000.00	\$ 5,000.00
Men of Action	5.95	5.85	6.2		4.5	\$ 10,000.00	\$ 3,300.00
Boys that Skate (BTS)	4.95	4.9	8		4.4625	\$ 10,000.00	\$ 3,300.00
					Total Funding	\$	11,600.00
<i>* The following proposals were received after the proposal submission deadline</i>							
* Herz 2 Yourz	6.2	5.7	6		4.475	\$ 10,000.00	\$ 2,133.00
* ARTS	4.65	7.85	8.5		5.25	\$ 10,000.00	\$ 2,133.00
* Melanin Mothers Meet (M3)	5	6.5	7		4.625	\$ 10,000.00	\$ 2,134.00
					Total Funding	\$	6,400.00
					Grand Total	\$	18,000.00

Score between 2 (lowest) and 9 (highest)
 No funding for score less than 4
 Score between 4 and 5 to secure 33% of requested funding
 Score between 5.1 and 6.9 to secure 50% of requested funding
 Score between 7 and 8 to secure 75% of requested funding
 Score between 8.1 and 9 to secure 100% of requested funding

**CITY OF QUINCY
CITY COMMISSION
SPECIAL MEETING
AGENDA REQUEST**

MEETING DATE: Tuesday, January 18, 2022

DATE OF REQUEST: Tuesday, December 21, 2021

TO: Honorable Mayor and Members of the City Commission

FROM: Mayor Ronte Harris and Members of the City Commission
Attorney Gary Roberts, City Attorney

SUBJECT: Position: Interim City Manager
Draft Contractual Agreement: City of Quincy, Florida and Dr.
Beverly A. Nash, Ph.D., NCC (Resubmittal)

Background (Annotated Version):

On Tuesday, December 28, 2021, this agenda item was requested to be removed from the regular commission agenda.

The City Commission, City of Quincy held a regular meeting, whereby Mayor Pro-Tem Keith Dowdell made a motion for the selection as acting city manager and the motion carried by the official vote of the City Commission.

Dr. Beverly A. Nash, Ph.D., NCC was named and accepted the interim city manager's position.

Effective Friday, December 17, 2021, Mr. Jack L. McLean Jr. was released from his duties as City Manager for the City of Quincy. At 5:01, Dr. Beverly A. Nash, Ph.D., NCC assumed the position of interim/appointed city manager.

Dr. Beverly A. Nash, Ph.D., NCC after assuming the position at 5:01 pm, participated in the Special Meeting held at 5:30 pm in that interim/appointed position role.

Additional documentation was provided in the workshop packet for review, discussion and decision-making by the full City of Quincy City Commission.

City Commission Action Needed:

Options:

- Option 1: Vote to approve contract for interim city manager in the person of Dr. Beverly A. Nash, Ph.D., NCC.
- Option 2: Vote to deny contract for interim city manager in the person of Dr. Beverly A. Nash, Ph.D., NCC.

Option 3: Guidance and instructions provided by City Commissioners.

COMMISSION RECOMMENDATION:

Option 1:

Attachments:

Exhibit A: Job Description: City Manager

Exhibit B: Suggested Expectations

Exhibit C: Draft Contractual Agreement

Exhibit D: Curriculum Vita: Dr. Beverly A. Nash, Ph.D., NCC

Exhibit A: Job Description
City Manager

JOB DESCRIPTION

Position Title:	CITY MANAGER	Grade: 40
Reports To:	City Commission Board	FLSA: Exempt
Salary Range:	\$80,000 - \$110,000	Position #: 160-001
Department:	City Manager	Location: City of Quincy, FL

JOB SUMMARY:

The fundamentals of this City government position require considerable initiative and independent judgment and broad knowledge of public administrative, business and financial management, local and state government and supervision skills beyond routine duties, while serving under the direction of the City Commission, as the City Manager. Work involves the supervision of activities related to the City in accordance with the policies determined by the City Commission, City Charter, and applicable laws and ordinances.

Duties include exercising leadership with department heads with a workforce of 145 – 160 employees. The City Manager will exercise delegated authority over department heads and other employees within the City government. Incumbent will advise the City Commission in the determination of program needs, the perpetration and presentation of programs for approval by the City Commission and coordinates and implements approved programs.

The incumbent will prepare, submit and oversee a fiscal year budget (which includes a capitol improvement program) that ranges from \$30M - \$35M that includes the management of eight enterprise funds.

The City Manager works under the general direction of the City Commission and his/her work is subject to evaluation based on results obtained.

Incumbent must have the ability to work under pressure and make decisions in accordance with laws, ordinances, regulations and established procedures; strength in public relations is needed.

ESSENTIAL FUNCTIONS:

1. Develops and executes short-term strategies, solutions and improvements and is responsible for all operational activities undertaken within the city.
2. Forecasts budgets and manages the key financial drivers of a city to include revenue, transactions, market segment mix, utilization, wage expense, daily operational expenditures.
3. Attend and participate in conferences, meetings and work sessions on behalf of the City; prepares correspondences and/or supporting data as may be needed by the City Commission; write reports and/or summarizations as requested.

4. Negotiate and sign all contracts not requiring execution by the City Commission; authorize expenditures and purchases; prepare necessary reports.
5. Meets and corresponds with various citizens, professional businesses and other groups to answer questions and secure their help in carrying out various programs.
6. Developing, implementing and communicating city operating plans that maximize revenue and grow market share, within plan objectives. Monitor performance against plan and establishes or revises plans, procedures and standards as appropriate, to maximize profits.
7. Sets monthly goals for each department's key operating performance measurements.
8. Provides leadership and management to ensure that the mission and core values of the City are put into practice.
9. Spearheads the development, communication and implementation of effective growth strategies and processes.
10. Establishes credibility throughout the organization and with the Commissioners as an effective developer of solutions to business challenges.
11. Collaborates with the Departmental Team to develop and implement plans for the operational infrastructure of system, processes and personnel designed to accommodate the growth of the City.
12. Motivates and leads a high-performance management team; attracts, recruits and retains required members of the departmental team not currently in place; provides mentoring as a cornerstone to the management career development program.

SKILLS, KNOWLEDGE AND ABILITIES

Knowledge of:

1. Principles and practices of public administration and municipal government.
2. Public administrative research methods, techniques and report presentation.
3. Municipal operations.
4. Principles underling the laws and regulations of the municipality.

Ability to:

1. Provide the City Commissioners with necessary, complete and timely information to make sound decisions.
2. Manage competing and conflicting demands of individual City Commissioners.
3. Carry out lawful directives and policies of the City Commission; enforces all orders, resolutions, ordinances and regulations of the City Commission to assure that they are faithfully executed.
4. Provide leadership and direction in the development of short and long range plans; gathers, interprets, and prepares data for studies, reports and recommendation; coordinates department activities with other departments and agencies as needed.
5. Analyze a variety of administrative, operational, fiscal and social problems and make sound recommendations for solutions.
6. Manage through others and perform a broad range of supervisory responsibilities over others.
7. Delegate authority and responsibility to subordinate department heads and maintain an effective organization.
8. Organize and coordinate the efforts of several City departments and functions with other governmental or private agencies to accomplish program goals or objectives.

9. Develop working procedures and programs.
10. Learn the City programs and problems and resources available to resolve municipal problems.
11. Develop and implement effective customer friendly policies and practices.
12. Demonstrate proper temperament and disposition to listen and be responsive to customers displeased with services.
13. Maintain community respect through good public relations and by keeping residents informed of City progress and policies; discuss problems and complaints concerning City operations with the taxpayers or refer to appropriate official for action.
14. Establish and maintain effective working relationships with other elected officials, department heads, employees, the media and the general public.

QUALIFICATIONS:

- **Minimum:** Master Degree in Public Administration or Business Administration, engineering or related field.
- **Five years** of experience in municipal management government in positions with authority for program direction and budget administration, or coordination and supervision of such functions.
- Other combinations of experience and education which meets the minimum requirements may be substituted.
- Some experience and knowledge in local government utilities, finance, public works, parks & recreation and telecommunications operations.

Exhibit B: Suggested Expectations

City of Quincy, Florida
Interim City Manager's Position

Suggested Expectations

1. Executes the City Commissioners' directives through the development and implementation of short - and long - term strategies, programs and metrics.
2. Provides timely, accurate information and policy recommendations to the City Commissioners based on the best interest and outcomes for the residents of the City of Quincy. Regularly reports on the City activities and operations as requested and deemed necessary.
3. Ensures financial integrity and accountability through resource management, cost efficiencies and other strategies.
4. Leads the organization with a commitment to best practices, continuously monitors the efficiency and effectiveness of the City's operations.
5. Develops strategies to enhance engagement and communication among the commissioners, staff and residents.
6. Fosters a culture of learning, empowerment, accountability, and professional growth for members of the City of Quincy team.
7. Interacts with residents on a variety of issues with a "customer service" approach.

**Exhibit C: Draft Contractual
Agreement**

**City of Quincy and Dr. Beverly A.
Nash, Ph.D., NCC**

**EMPLOYMENT AGREEMENT
FOR INTERIM CITY MANAGER**

THIS AGREEMENT, made and entered into this _____ day of December, 2021, between the City of Quincy, Florida, a Florida municipal corporation, hereinafter referred to as "Employer," and Dr. Beverly A. Nash, hereinafter referred to as "Employee."

WITNESSET:

WHEREAS, Employee is serving as interim City Manager since **December 17, 2021**, on the **same terms and conditions as former Interim City Manager's** employment agreement; and,

WHEREAS, Employer desires to employ the services of Employee as the Interim City Manager of the City of Quincy, Florida, as provided by in the City of Quincy's City Charter Article III, Section 3.01; and

WHEREAS, Employee desires to accept employment as the Interim City Manager of the City of Quincy.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

Section 1. DUTIES:

Employer agrees to employ Dr. Beverly A. Nash, as the Interim City Manager of the City of Quincy, Florida, **until a permanent City Manager is appointed**, to perform the functions and duties described in the City Charter

and Code of Ordinances of the City of Quincy, Florida, and to perform other legally permissible and proper functions and duties as shall be required by the City. The Interim City Managers duties as outline in City Charter, Sec.

3.04 are:

- (1) He shall employ or appoint all city employees and appointive administrative officers provided for by or under this charter, except as otherwise provided by law, this charter, or rules adopted by the commission pursuant to this charter. All such employees shall serve at the pleasure of the city manager, but the city manager, when he deems it necessary for the good of the service, may suspend in writing, with or without pay, or remove any employee under his jurisdiction except as otherwise provided by law, this charter, or rules adopted by the commission pursuant to this charter. He may authorize any administrative officer who is subject to his direction and supervision to exercise these powers with respect to subordinates in that officer's department, office or agency.
- (2) He shall direct and supervise the administration of all departments, offices and agencies of the city, except as otherwise provided by law and except for any department, office or agency whose employees are not appointed by the city manager.
- (3) Unless excused by the commission, he shall attend all commission meetings and shall have the right to take part in discussion but may not vote.
- (4) He shall see that all laws, provisions of this charter, and acts of the commission, subject to his direction and supervision, are faithfully executed.
- (5) He shall prepare and submit the annual budget to the commission.
- (6) He shall submit to the commission and make available to the public a complete report on the finances and administrative activities of the city as of the end of each fiscal year.
- (7) He shall make such other reports as the commission may require concerning the operations of city departments, offices and agencies subject to his direction and supervision.
- (8) He shall keep the commission fully advised as to the financial condition and future needs of the city, and shall make such recommendations to the commission concerning the affairs of the city as he deems desirable.
- (9) He shall perform such other duties as are specified in this charter or may be required by the commission.

Neither the City Commission, nor any of its members shall direct or request the appointment of any person to, or removal from, office by the City Manager or any of his subordinates, or in any manner take part in the appointment or removal, of officers and employees in the service of Employer, except where expressly provided for by the City Charter, state law, or through an appeal and grievance process as provided by law or local rules. The City Commission and its members shall deal with employees of the City solely through the City Manager and neither the City Commission nor any member thereof shall give orders to any subordinate of the City Manager, either publicly or privately. Employee will not accept or engage in any employment that affects, interferes or conflicts with his/*her* employment or the performance of his duties and will cease such employment.

Section 2. TERM AND TERMINATION:

A. This Agreement shall commence on the day and year first above written *and shall continue until the City Commission appoints a permanent City Manager*. This agreement may be terminated by either party on ten (10) days advance notice. Notice can be provided as follows:

1. by email message to the Mayor and/or all commissioners
 2. written letter delivered by Employee or Employer the Mayor and/or all commissioners
 3. by oral announcement at any meeting by the City Commission
- B. Employee serves at the pleasure of the City Commission.

the required premiums on term life insurance not to exceed three times the annual gross salary of the Employee. Employer agrees to provide family hospitalization, dental, cancer supplement, surgical and comprehensive medical insurance for Employee and his dependents and to pay the total premiums thereof.

B. Employer shall provide Employee with the public officials' liability insurance as provided in the ICMA public liability insurance policy or an equivalent policy from a duly licensed insurance company. The coverage limits shall be in an amount of not less than \$300,000.00.

Section 5. BONDING:

Employer shall bear the full cost of any fidelity or other bonds required of Employee under any law or ordinance.

Section 6. OTHER TERMS AND CONDITIONS OF EMPLOYMENT:

A. Employer agrees to pay the cost of Employees' subscriptions to managerial and financial professional publications, professional association dues and fees, as well as professional development courses, meetings, and seminars, including attendance costs and out-of-pocket expenses incurred during Employee's period of employment and renewals or extensions thereof.

B. Employer in consultation with Employee shall fix any other

terms and conditions of employment, as may be determined necessary from time to time, relating to the duties and performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the City Charter or any other law.

Section 7. INDEMNIFICATION:

City or its designee shall defend, save harmless and indemnify Employee against any tort, professional or malpractice liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission committed by Employee within the scope of his duties as City Manager and/or any legal duties. In its sole discretion, City may compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon.

Section 8. GENERAL PROVISIONS:

- A. The text herein shall constitute the entire Agreement between the parties.
- B. This Agreement shall be binding upon all parties and inures to the benefits of the heirs at law and executors of Employee.
- C. If any provisions or any portion thereof contained in this Agreement is held to be unconstitutional, invalid or unenforceable, the remainder of this Agreement or portion thereof shall be deemed severable, shall not be affected and remain full force and effect.

D. If any provision or any portion thereof contained in this Agreement is held to be unconstitutional, invalid or unenforceable, the remainder of this Agreement or portion thereof shall be deemed severable, shall not be affected and remain in full force and effect.

IN WITNESS WHEREFORE, the City Commission of the City of Quincy, Florida, has approved this Agreement in open session and has caused this Agreement to be signed and executed in its behalf by its Mayor and duly attested by its Clerk, and Employee has signed and executed this Agreement, both in duplicate, the day and year first above written.

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

Dr. Beverly A. Nash
EMPLOYEE

ATTEST:

Janice Shackelford (SEAL)
Clerk of the City of Quincy

APPROVED AS TO FORM:

Gary A. Roberts
City Attorney

Exhibit D: CURRICULUM VITA
Dr. Beverly A. Nash, Ph.D., NCC

DR. BEVERLY ANN NASH, PH.D., NCC
P.O. Box 696 – Quincy, Florida 32353
65 North Virginia Street, Quincy, Florida 32351
850-345-7459 (Cell) -- Email Address: adaobil@aol.com

PROFESSIONAL PROFILE:

Seasoned administrator with cross-functional experiences; proven expertise in leadership, administration, federal and state grants, research, planning, operational oversight, and organizational development. Excellent planning, analytical and organizational skills. Distinguished performance on teams at large-scale governmental agencies and small to medium school districts, agencies, community colleges and universities; provided strategic leadership, and vision to deliver improved financial, performance, and program/project results. Successful in identifying and capitalizing upon funding opportunities through the integration of technical, personnel, financial, operational and community resources.

CORE COMPETENCIES:

- Strategic Planning and Cross-Functional Team Leadership
- Large Project & Program Management and Implementation
- Employee Relations and Counseling
- Leadership Development, Training and Assessment
- Accreditation & Regulatory Compliance
- ADA, EEO and Affirmative Action Regulations
- Grant Writing & Administration
- Diverse Populations Experience
- Research, Data Collection and Analysis
- Technical Specifications and Bids
- Community Engagement and Special Events
- Quality and Performance Improvement

PROFESSIONAL EXPERIENCES:

2018 - 2021 **THE CITY OF QUINCY, CITY HALL**, 404 Jefferson Street, Quincy, Florida 32351. Grant writing and project management, grant funding/awards, research, proposal development, federal and state compliance, data collection, customer services, preparing and maintaining official reports, legal documents and financial records and reporting. Over 10 million dollars in grant funding from multiple federal, state, and local funding sources.

2015 - 2018 **GADSDEN COUNTY PUBLIC SCHOOL DISTRICT**, 35 Martin Luther King, Jr. Street, Quincy, Florida 32351. Academic, life, career and family counseling and services to students, parents, and teachers, including provided leadership for student national/state tests and assessments; increased student participation by 50%. Demonstrated expertise in classroom management, student relations, and learner retention. Encouraged and facilitated the use of technology tools by staff and students to enrich and transform opportunities for communication, collaboration, critical thinking, and creativity.

2002 - 2017 **NCN CONSULTING, LLC**, P.O. Box 696, Quincy, Florida 32353

CEO/Consultant

- Founded a consulting practice specializing in **education and development services, strategic planning, grant writing and organizational change.**
- **Clients:**
 - ✓ (2013 - 2015) **Panhandle Area Education Consortium (PAEC), Chipley, Florida and PCG Education, Tallahassee, Florida 32301**
 - Facilitated **train-the-trainer workshops** on Common Core National Standards/Florida Standards for teachers and administrators employed by Charter Schools located in northern Florida with 100% satisfactory to outstanding results.
 - ✓ (2006 - 2015) **Gadsden County Public School District, 35 Martin Luther King, Jr. Blvd., Quincy, Florida 32351**
 - Managed school-based health centers projects and magnet school initiative.
 - Appointed project director with full responsibilities for budgeting, staffing, teacher training, **educational administration**, and Federal and School Board reporting. Procured and responsible for **grant administration** of the following funded projects:

- ✓ The Character Education Initiative, United States Department of Education, Office of Safe and Drug-Free Schools, \$1.5 million, 4-years (one of the largest competitive grants awarded to the school District).
 - ✓ Florida Department of Education, Bureau of Instruction and Innovation, Office of Safe and Healthy Schools, Coordinated School Health Program, Tobacco Prevention and Intervention Teacher Training Project, \$60,000 for 1-year.
 - ✓ Florida Department of Education, 21st Century Community Learning Centers, \$215,984 and \$179,379 (for 2-year each).
 - ✓ U.S. Department of Health and Human Services, Health Resources and Services Administration (HRSA), Affordable Care Act (ACA) Grants for School-Based Health Centers Capital Program, \$499,974 for 2-years.
 - ✓ Launched a portfolio of marketing, educational and communication services, and programs to increase awareness, services, expand partnerships, and increase program funding.
 - ✓ Directed all regulatory affairs, compliance, including Institutional Review Board and reporting functions to meet local, state, and federal requirements.
 - ✓ Implemented operational plan and processes to facilitate state and federal reporting requirements.
 - ✓ Developed and implemented individual and comprehensive culturally competent-based wrap-around programs and services aligned with academic, emotional, and social needs of students, parents, and the community; utilized a continuous improvement system to help maximize individual, team and organizational performance.
 - ✓ Utilized a systemic approach achieving results by maximizing the performance of people, ensured work processes were efficiently implemented, enhanced customer satisfaction, and ensured that a favorable return was offered to the bottom line.
 - ✓ Served as assistant principal for curriculum at the high school level and utilized educational proficiencies in the areas of curriculum development, operation management, classroom instruction, student learning, student tests and assessments and data analysis to increase parent involvement, student engagement and professional development. Led program development; served on textbook selection committee. Served as principal of a charter school. Conducted periodic reviews of instructors to evaluate workload, teaching methods, student interaction, and overall performance. Expanded student services to include monthly guest speaker programs, peer counseling and community partnerships.
 - ✓ Supervised field site education programs for students from Florida A&M University, Florida State University and Thomas University Social Work programs (undergraduate and graduate).
- 2001 - 2006 Caregiver for terminally ill mother. Scheduled medical appointments, financial custodianship, and legal coordination.
- 1988 - 2001 **FLORIDA DEPARTMENT OF EDUCATION, Tallahassee, Florida 32399**
- (1997 - 2001) **Senior Educational Program Director**
 - ✓ Led a team of 15 employees responsible for administration, coordination, budget oversight and implementation of over \$400 million in federal and state grants and projects with no federal audit exceptions.
 - ✓ Developed and coordinated Federal and executive summary reports, memos, manuals, public relations materials, technical assistance documents, budgets and plans for distribution to school districts (67), public charter schools (over 400), community colleges (28), universities (private and public - 12), community-based organizations (over 500), other governmental (federal, state, county, city) entities and statewide community, such as the **Florida's Plan for the Use of Federal Vocational and Applied Technology Education Funds**.
 - ✓ Led and participated on teams to ensure compliance with **Federal and state mandates**. Facilitated integration and communication of changes and enhancements to existing programs. Developed and implemented **improved business processes** to streamline operations and reduce overhead costs, which led to being awarded the Davis Productivity Award.
 - ✓ Developed, conducted, and coordinated **professional development and leadership training at regional and statewide workshops, meetings and conferences** resulting in improved management and operational strategies. Developed and designed **leadership-training** programs for district/school/university level

supervisors, directors, and team leaders.

- ✓ Negotiated and coordinated **multi-million-dollar, multi-year contracts** – long term, fixed price, and minority suppliers.
- ✓ Evaluated curriculum to expand course offerings and effectively prepare students for employment in business, professional and technical (CTE) fields.

Career Progression:

- Program Specialist IV (1996 - 1997)
- Program Specialist Supervisor II (1993 - 1996)
- Program Specialist III (1988 - 1993)

1988 – Instructor - **BRANELL COLLEGE, TALLAHASSEE, FLORIDA 32308**. Branell College was a private vocational and technical institution serving about 600 full-time and part-time students. Taught the following courses: Business Communication, Lotus 1-2-3, Typing (beginning, intermediate and advanced) and Business Machines.

1984-1988 - Coordinator, Training and Support Services. **EXECUTIVE OFFICE OF THE GOVERNOR (STATE OF FLORIDA), OFFICE OF INFORMATION SERVICES, CARLTON BUILDING, TALLAHASSEE, FLORIDA 32399**. Responsible for the development and coordination of software and system training and support for the Executive Office of the Governor (more than 380 employees). Duties included: assisting users with software and hardware concerns and problems, communicating to users' product/system specifications and requirements; planning, organizing, coordinating, and conducting software and hardware training using the IBM, Apple, and Wang systems.

TEACHING EXPERIENCES:

Adjunct Professor, Florida Agricultural and Mechanical University, College of Education, Tallahassee, Florida 32307. EME 2040-305, Introduction to Educational Technology. Customized course by utilizing Blackboard® for course information and assessment.

Adjunct Professor, Branell College, Tallahassee, Florida 32308. Business Communication, Microsoft WORD and EXCEL and Lotus 1-2-3, General Typing (beginning, intermediate and advanced) and Business Machines.

Adjunct Professor, Tri-County Technical College, Division of Comprehensive Studies, Pendleton, South Carolina 29670. Career exploration, student orientation and personal development.

Adjunct Professor, Tri-County Technical College, Division of Comprehensive Studies, Pendleton, South Carolina 29670. Psychology 031-01.

Instructor, Tucson Skill Center, Tucson Public Schools, Tucson, Arizona 85701. Business courses: Typing, Business Machines, and Office Practices.

Assistant Principal, Guidance Counselor, Regular and Substitute Teacher, PK-12 grade levels: Gadsden County (Quincy, Florida) and Caddo Parish (Shreveport, Louisiana) Public School Districts.

EDUCATION:

Doctor of Philosophy: Educational Leadership. (August 2000). Florida Agricultural and Mechanical University, College of Education, Tallahassee, Florida. Dissertation Topic: *The utility of Perkins data in support of Florida's system of secondary vocational education program improvement*. Primary research themes: educational equity, vocational education, educational decision support systems (DSS) and school/program improvement strategies. Research training: both qualitative and quantitative methodologies.

Educational Specialist: Human Resource Development. (April 1990). Florida State University, College of Education, Tallahassee, Florida.

Master of Education: Personnel Services/Counseling. (December 1980). Clemson University, College of Education, Clemson, South Carolina.

Bachelor of Science: Public Administration. (May 1975). University of Arizona, College of Public Administration (Correctional Administration), Tucson, Arizona.

Master's level course work in Dispute Resolution and Conflict Management, Southern Methodist University, Dallas, Texas

and Curriculum and Instruction, Ashford University (on-line program), San Diego, California

DISSERTATION: RESEARCH PARTICIPATION:

- Bandas, J. A. M. (2009). Emerging narratives of Native American, Asian American, and African American women in middle adulthood with an education doctorate degree. Florida Atlantic University (Doctoral Dissertation).
- Pouncey, M. (2012). Advancement to educational leadership by women of color: An interpretive phenomenological analysis. University of Phoenix (Doctoral Dissertation). Available from ProQuest Dissertations and Theses database. (UMI No. 3647302).

PROFESSIONAL CERTIFICATIONS:

- National Certified Counselor (NCC), National Board for Certified Counselors, Inc. NBCC Certificate Number: 06112
- State of Florida Notary Public (Bonded), October 27, 2021 through October 25, 2025
- Certified Instructor, HIV/AIDS/STD Peer Educators Certification Program, The National Association for Equal Opportunity in Higher Education (NAFEO), funded by the Centers for Disease Control and Prevention (CDC)

SELECTED PROFESSIONAL MEMBERSHIPS:

- American Association of University Women
Association for Multi-Cultural Counseling and Development
National Black Child Development Institute
Alpha Kappa Alpha Sorority, Incorporated

SELECTED BOOKS, BOOKLETS, PAPERS, TECHNICAL REPORTS, TRAINING MATERIALS AND MANUALS:

- Nash, B. A. *Comprehensive plan for student recruitment*. Southern University at Shreveport.
- Nash, B.A. *Division of student affairs policies and procedures handbook*. Manual on employment, institutional and workplace policies, and procedures.
- Nash, B.A. *Records management handbook*. Southern University at Shreveport.
- Nash, B.A. *Pre-approval (funding plan) tracking process*. Instructional manual for a reengineered automated departmental process. Florida Department of Education: Tallahassee, Florida.
- Nash, B.A. *The utility of Perkins data in support of Florida's system of secondary vocational education program improvement*. Ann Arbor, Michigan: Bell & Howell Information and Learning Company.
- Nash, B.A. *The project review and approval system: Internal procedures for processing grants, projects, and amendments*. Training materials and instructional manual presented to professional staff of the Florida Department of Education, Bureau of Instructional Support and Community Services: Tallahassee, Florida.
- Nash, B.A. *DVE 318 automated application manual*. Florida Department of Education, Division of Applied Technology and Adult Education, Bureau of Development, Planning and Information Systems: Tallahassee, Florida. An automated process to collect data and information for the Carl D. Perkins Act Annual Performance Report.
- Nash, B.A. *Perk notes: Committee of practitioners*. Florida Department of Education, Division of Applied Technology and Adult Education, Bureau of Development, Planning and Information Systems: Tallahassee, Florida. A newsletter about programs, services and activities related to the Carl D. Perkins Act.
- Nash, B.A. *The committee of practitioners: Status report, 1990-1994*. Florida Department of Education, Division of Applied Technology and Adult Education, Bureau of Development, Planning and Information Systems: Tallahassee, Florida.
- Nash, B.A. *Gold seal awardees: Readiness to pursue postsecondary education*. Florida Department of Education, Division of Applied Technology and Adult Education, Bureau of Development, Planning and Information Systems: Tallahassee, Florida. A monograph.
- Nash, B.A. *Exemplary vocational & applied technology education programs in Florida funded by the Carl D. Perkins Act*. Florida Department of Education, Division of Applied Technology and Adult Education, Bureau of Planning, Development and Information Systems: Tallahassee, Florida.
- Nash, B.A. *Automation benefits survey and analysis*. Executive Office of the Governor, Office of Information Services:

Tallahassee, Florida.

- Nash, B.A. *Acceptance tests: User-based portion-Wang office automation system*. Executive Office of the Governor, Office of Information Services: Tallahassee, Florida.
- Nash, B.A. *One-minute manual: Using the Xerox laser printer with easy text*. Executive Office of the Governor, Office of Information Services: Tallahassee, Florida.
- Nash, B.A. *Former student questionnaire and analysis*. Tri-County Technical College: Pendleton, South Carolina.
- Nash, B.A. *Employment needs of women in Anderson, Oconee, and Pickens counties*. Tri-County Technical College: Pendleton, South Carolina.
- Nash, B.A. *Placement manual*. Clemson University, Division of Career Services, Placement Office. University Communications, Inc.: Rahway, New Jersey.
- Nash, B.A. *An analysis of the region X community mental health and retardation crisis intervention delivery system*. Blue Ridge Comprehensive Community Mental Health Center of the Region X Community Mental Health and Retardation Services Board (served Charlottesville, Albemarle, Fluvanna, Greene, Louisa, and Nelson counties): Charlottesville, Virginia.

SELECTED FUNDED GRANTS AND PROJECTS:

- Gross, J. & Nash, B.A. *The church's response to family violence*. Violence Against Women Grant Office, Office of Justice Programs, U.S. Department of Justice, State of Florida, Prevention of Domestic and Sexual Violence Section, Florida Department of Community Affairs, Bethel A.M.E. Church: Tallahassee, Florida, \$7,317. A program designed to bring collaborative services to the South side of Tallahassee, educate the church communities about violence and provide strategies for effective church-based programs and services.
- Nash, B.A. The Character Education Initiative, United States Department of Education, Office Safe and Drug-Free Schools, Partnerships in Character Education, \$1.5 million.
- Nash, B.A. Tobacco Use Prevention and Intervention Teacher Training Project, Florida Department of Education, \$60,000.00.
- Nash, B.A. IndiVisual Learning – Hewlett-Packard Read for Life Scholarship: Newton Smith Elementary School, Shreveport, Louisiana. 1st Prize Award Winner: \$10,000.
- Nash, B.A. *The Learning Enrichment Program (LEP)*. Community Empowerment Programs, City of Shreveport, Louisiana, Martin Luther King, Jr. Neighborhood Association, \$5,221. A program designed to provide academic and test testing enrichment to thirty (30) 4th grade school students from two local elementary schools.
- Nash, B.A. *Project hip-hop reading®*. Alliance for Education, Caddo Parish School District, Mini-Grant Awards of Excellence Program, \$750. The project engaged students in reading by utilizing various aspects of hip-hop culture.
- Nash, B.A. *National youth sports program – Girls' sports clinics (NYSP-GSC)*. Southern University at Shreveport, National Youth Sports Corporation, Indianapolis, Indiana, \$6,462.00. A sports program for girls aged 10-16 years old from the local community to encourage participation in non-traditional sports; to build positive relationships with participants, coaches, and student-athletes, and to encourage the continuous involvement in athletics.
- Nash, B.A. *Project T.E.A.M. mentoring and after-school program*. The W.A.Y. Ministries of Tallahassee, Inc., Florida Department of Juvenile Justice, Faith Community Network, \$7,630. A mentoring and after-school program for at-risk youth.
- Nash, B.A. *Sports for life – A Project of the Florida Office of Tobacco Control*. The W.A.Y. Ministries of Tallahassee, Inc., \$1,500. A summer sports program for at-risk youth.
- Nash, B.A. *Wimming girls! Winning women!* Family Preservation and Family Support Funds, Department of Children and Families, District 2, Daughters of Sarah Allen, Bethel African Methodist Episcopal Church: Tallahassee, Florida, \$2,000. A mentoring and outreach program for at-risk girls and their families.
- Nash, B.A. *Moore about computers*. W.T. Moore Elementary School, Leon County School District: Tallahassee, Florida, \$1,000 and over \$30,000 in computers, printers, and services. An after-school program designed to provide academic enrichment (math and computers) and career development to minority students.
- Nash, B.A. *Dropout intervention project (DIP)*. Manpower Training Program, Job Training and Partnership Act (J.T.P.A.), Tri-County Technical College: Pendleton: South Carolina, \$63,000. A training program for at-risk youths.
- Nash, B.A., Norris, A. & Teal, C. *Female, and minority (FM) project*. Tri-County Technical College funded by Appalachian Regional Commission, South Carolina, \$200,000 and over \$50,000 in contributions and services. A full-service program designed to recruit, train, and retain minorities and females into high technology careers.
- Nash, B.A. & Teal, C. *Pilot project to recruit and train rural and low-income women for high technology occupations*.

Department of Labor, Women's Bureau, Tri-County Technical College: Pendleton, South Carolina, \$40,000. A recruitment and training program for women.

Nash, B.A. & Teal, C. *Women reaching out to women*. South Carolina Department of Education, Office of Vocational Education, Tri-County Technical College: Pendleton, South Carolina, \$4,000. A program designed to recruit women into high technology careers.

DEVELOPED CONFERENCES AND WORKSHOPS:

The church's response to violence: Halting abuse, neglect and exploitation of the elderly and our children, our schools and you. Bethel A.M.E. Church: Tallahassee, Florida, A community conference.

Africa: Yesterday, today, and tomorrow. Harambee: Tallahassee, Florida. An international cultural festival. Primarily responsible for the African/Caribbean Museum, educational presentations, workshops, and speakers.

Empowerment of the educational community for the gifted child: School, parents, business, government, and the community. Leon County Association for Gifted Children: Tallahassee, Florida. A regional conference on giftedness.

Gifted children: Meeting their needs. Leon County Association for Gifted Children: Tallahassee, Florida. A regional conference on giftedness.

Gifted education: A shared partnership. Leon County Association for Gifted Children: Tallahassee, Florida.

Understanding and preparing the gifted child. Leon County Association for Gifted Children: Tallahassee, Florida.

Computer camps for female and/or minority students, grades 9-12. Tri-County Technical College: Pendleton, South Carolina. A summer technology camp serving Pickens, Anderson, and Oconee counties.

Women and careers: Options for the 80's. Clemson University: Clemson, South Carolina. A career fair and conference emphasizing non-traditional occupations for women.

Charles F. Bolden, Jr., NASA astronaut day. Tri-County Technical College: Pendleton, South Carolina. Recognition of Blacks in the United States Space Program and a celebration of the opportunities available to females and minorities in technical-oriented careers.

Young Writers Conference. Havana Elementary School, Gadsden County Schools, Havana, Florida.

SELECTED PROFESSIONAL ACTIVITIES:

Juvenile Justice Council, Inc., Leon County (Florida), Education Committee

State Task Force on Greater Accountability in Gifted Education, (Florida)

Leon Association for Gifted Children (L.A.G.C.), Leon County (Florida) School District

President; Chairperson, Parenting Workshop, Scholarship and Fund Development Committees; planned and organized Regional Conferences, and implemented various other training activities for parents of gifted children

State Steering Committee for Programs for Gifted Students, (Florida)

Delegate, Virginia Governor's Conference on Library and Information Services, Richmond, Virginia

SELECTED COMMUNITY ACTIVITIES:

Tallahassee Girls' Choir of CHOICE, (Tallahassee, Florida), Executive Board member and President

Volunteer Mentor, Gadsden County Public School District

Capital City Garden Club – member and presenter

American Red Cross – Dallas Chapter, Katrina, and Rita Relief

Tallahassee (Florida) Senior Center Foundation, board member

Tallahassee (Florida) Senior Center Advisory Board, board member

Refuge House Board of Directors, (Tallahassee, Florida), board member

The John G. Riley Museum and Center of African American History and Culture, Tallahassee, Florida, supporting member

Tallahassee Community Hospital, Ethics Committee, Tallahassee, Florida, member

Bethel African Methodist Episcopal Church, Tallahassee, Florida. Finance Committee; Bethel Orchestra; Church Trustee; member of the Daughters of Sarah Allen (mentor); member of the Church School, Bible Class III; Coordinator, Girl Scout Ministry (developed a full-service girl scout program with eight troops and over 125 registered girl scouts); Chair, Committee on Violence Education and Outreach; Chair, Sub-Committee on Information Management and Technology; Lay Organization, recording secretary and member Steward Board I.

Leon County (Florida) School District (Volunteer), Bond Elementary School, The Governor's Mentoring/Tutoring Program; Florida A&M University Development Research School (FAMU DRS), President, School Advisory Board, Junior Varsity Cheerleading-booster member, Track and Field Team-booster member; School for Individualized Learning (SAIL), Parent-Teacher-Student Organization (PTSO), Vice-President and Editor of the PTSO Newsletter; Lincoln High School, (PTSO), Co-President, Volunteer Coordinator; District Advisory Council (DAC), Secretary; (DAC) Representative, Academic Resource Center; Advisor to Student Government Association, Cobb Middle School, and Homeroom Mother/Coordinator, W.T. Moore Elementary, Buck Lake Elementary, Cobb Middle, Lincoln High and SAIL Schools

Association of African Methodist Episcopal Scouts (AAMES), Chair, Committee on the Religious Recognition Program; Florida Conference, Chair, Committee on Girl Scouting

Florida History Fair (Statewide), Judge, Junior/Middle School Level

Girl Scout Council of the Apalachee Bend, Tallahassee, Florida, Troop Sponsor (six troops); Executive Board, President, (Council serves 15 counties – two terms); First Vice-President; implemented various outreach programs, for example, Bethel AME Church Book Scholarship Fund in the name of one of the first African American troop leaders in Leon County – raised over \$3,500; implemented Florida's first Girl Scout troop for daughters of incarcerated mothers (SOAR – Seizing Opportunities, Achieving Respect) (honored with the Governor's Peace at Home Award); Nominating Committee; Girl Scout Leader, Troops: Daisy, Brownie, Junior, Cadette and Senior Levels; Organized first multi-cultural group to travel to Europe; Jamaica, 1991; Girl Scout Ministry Coordinator, Bethel AME Church, and Chairperson, Insurance Committee

Girl Scout Council of the Florida Panhandle, Quincy, Florida (serves 19 counties) – Executive Board of Directors - member; serve as chair of the fund development and philanthropy committee. Girl Scout Council of the Florida Panhandle (GSCFP)/Gateway Council of the Girl Scouts, Life Member, Former President of the GSFP Board (19 counties) (two-3-year terms), Former Board Member and Troop Leader (all levels and ages).

Life Member: Florida A&M University Alumni Association, Leon County Chapter

Harambee Arts & Cultural Heritage Council, Chairperson, Committee on Africa

SELECTED HONORS AND AWARDS:

Bishop's Award of Excellence for Outstanding Pillar-Building Service in the African Methodist Episcopal Church, 11th Episcopal District (Florida)

Woman of the Year Award, African American People Succeeding (AMPS) Magazine, Shreveport, Louisiana

Woman of the Year Award, National Hook-Up of Black Women, Gadsden County Chapter, Quincy, Florida

Lifetime Membership, Girl Scouts of the United States (GSUSA)

Woman of the Year Award, Bethel AME Church, Tallahassee, Florida

God and Service Award, the African Methodist Episcopal (AME) Church and the Girl Scouts of the USA, Tallahassee, Florida

Florida Department of Education, Quality Improvement Team Award/DOE Grant Development Team

Florida Department of Education, Special Achievement Award, and Certificate of Appreciation for Serving on the Budget Entity Committee

Davis Productivity Award, Certificate of Commendation, Florida Tax Watch

National Association for the Advancement of Colored People (NAACP), Tallahassee, Florida Branch, James Hudson Citizenship Award

Black History Month Achiever Award, Tallahassee Democrat

Outstanding PTSO President Award, Lincoln High School, Leon County (Florida) School District

Florida Department of Education, Work Unit Award

Devoted Leader Award, Girl Scout Council of the Apalachee Bend, Tallahassee, Florida

A Salute to Citizenship Award, State of Florida, Nominee, Philip Morris Companies, Inc.

Extraordinary School Volunteer Award, Leon County School District, Tallahassee, Florida, contributed over 500 hours

Outstanding School Volunteer Award, Leon County (Florida) School District, contributed over 200 hours

Woman of the Year, Semi-Finalist Award, Tallahassee Junior Women's Club

Outstanding School Volunteer Award, Buck Lake Elementary School, Leon County (Florida) School District

Outstanding School Volunteer Award, Academic Resource Center, Leon County (Florida) School District

Outstanding School Volunteer Award, Cobb Middle School, Leon County (Florida) School District

Distinguished Service in Counseling and Development

Extra Mile Award, Leon County (Florida) School District
Special School Volunteer Award, Leon County (Florida) School District
Volunteer of the Year Award, Nominee, Tallahassee Democrat (Florida) and Volunteers of the Big Bend, Inc.
Outstanding School Volunteer Award, W. T. Moore Elementary School, Leon County (Florida) School District
Volunteer of the Year Award, W. T. Moore Elementary School, Leon County (Florida) School District
Charter/Founding Member: Society of Women Engineers, Western Carolina Section, Greenville, South Carolina; Alpha
Kappa Alpha Sorority, Inc., Iota Tau Chapter, University of Arizona, Tucson, Arizona
Founder, Dancers of the Ages – an African dance troupe for mature individuals. Founder, Dancers of the Ages – an African
dance troupe for mature individuals.
Founder, Dancers of the Ages – an African dance troupe for mature individuals.
Start-Up Quest Award, 3rd Place, CareerSource Capital Region

KNOWLEDGE, SKILLS, AND ABILITIES (KSA)

Dr. Beverly A. Nash, Ph.D., NCC

Sample

KSA	Performance
Comprehensive knowledge of federal EEO laws and regulations and the skills to apply this knowledge to a variety of difficult and complex work assignments.	Was responsible for the federal EEO laws and regulations as it was applicable to federal acts, student services, funding, plans, projects, contracts, and grants. Have taken course work and staff development training at the Florida Department of Education, Florida State University and Clemson University. Have developed policies, processes and procedures that address inclusion and have developed, participated in, and implemented staff/professional development related to EEO laws and regulations. Have conducted statistical research on various diversity issues, e.g., wages, job placement, student population in vocational education, women in the workplace. Collaborated with school districts and colleges on their sexual harassment policies. Have worked with and supervised culturally diverse groups and individuals.
Knowledge of the agency's complaint processing procedure.	Processed and managed complaints related to funding and other federal projects and grants issues at the federal, state, and local levels. Complaints covered a variety of issues and were from statewide stakeholders and customers. Have worked with the Department of Education and FEMA in processing complaints.
Skill in negotiation and conflict resolution techniques.	Have taken course work at Southern Methodist University and Clemson University in conflict/dispute resolution and gender and race issues. Managed cases related to vendors as well as customers/clients (e.g., community colleges, school district, universities, and community-based organizations). Other cases have involved audit exceptions, workplace complaints, and workplace sexual harassment. As a certified

KSA	Performance
	<p>counselor, I have dealt with disputes related to divorce, parenting, school/parent/child, and individual/personality and mental health issues. Previous professional membership included the Association for Conflict Resolution. Negotiated and signed major contracts, services, RFPs, plans, monthly goals regarding performance measurements.</p>
<p>Experience in the development of strategies and programs.</p>	<p>Trained in system development; able to analysis and collect data and information; formulated programs, services and activities related to parents, women, students, and administrators. Authored reports that outline recommendations, outcomes, and anticipated results. I am results driven and a system planner.</p>
<p>Ability to effectively communicate in writing.</p>	<p>Developed technical papers, white papers, manuals, policy and procedures documents, state plans, for the Florida Department of Education and in other employment positions. Developed and wrote grants for funding and various reports. Developed written training materials for training classes. Have taken course work in research and data analysis.</p>
<p>Effective oral communication ability.</p>	<p>Collaborated with various groups and age levels in the development and interpretation of policies and procedures, data, and information. Have conducted vision sessions. Developed and implemented training sessions and workshops for the Florida Department of Education, Florida Executive Office of the Governor, and various local school districts. In addition, presented at national, regional, and local conferences and workshops on issues related to equity, internal policies and procedures, grants development and management, state-wide linkages, and best practices. Communicated with a wide audience of clients/customers, from parents and</p>

KSA	Performance
	students across the State of Florida (including other states and positions) to the Governor's Office. Have developed and executed short-term and long-term strategies, solutions and improvements for programs, services, and activities at the state and local levels. Managed and communicated about budgets and financial indicators to include revenue, wages, and/or daily operational expenditures.



A RAISED SEAL IS NOT REQUIRED
 OFFICIAL SIGNATURE APPEARS BELOW IN WRITING

Michael A. James, University Registrar
 DO NOT ACCEPT UNLESS SIGNATURE APPEARS ABC

NAME: MASHA SEVILY A
 ADDRESS: [BLANK]
 CITY: [BLANK]
 STATE: [BLANK]
 DATE OF BIRTH: 6/29/51 RESIDENCE: [BLANK]
 ZIP CODE: [BLANK]

DUCLATION: [BLANK]
 SOCIAL SECURITY NUMBER: [BLANK]
 SCHOOL COLLEGE: [BLANK]
 TERM ADMITTED: 1997
 MAJOR: EDUCATIONAL LEADERSH
 HIGH SCHOOL: [BLANK]

TEST SCORES:
 BASIS OF ADMISSION:
 HIGH SCHOOL
 TRANSFER
 OTHER

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			1	2												
** UNIV OF ARIZONA		BACH DEGREE	05/75	**	EDA7224301		FALL SEMESTER 1998	A	3.0	3.0	EDA7224301		FALL SEMESTER 1998	A	3.0	3.0
** CLIFSON UNIVERSITY		MAST DEGREE	12/90	**	EDA7233301		ORG DEV & HUM RESOUR	A	3.0	3.0	EDA7233301		LEGAL ISSUE EDU POLI	A	3.0	3.0
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EDA5222001		PERSONNEL ADMIN ED					OVER-ALL GRADUATE GPA		35.0	36.0					9.0	36.0
** ENROLLED AS NON-DEGREE-STUDENT		OVER-ALL GPA													4.0	4.00
EDA5222001		LEGAL ASPECTS OF ED			EDA6421301		SPRING SEMESTER 1999	A	3.0	3.0	EDA6421301		ADV RESEARCH-METHODO	A	3.0	3.0
** ENROLLED AS NON-DEGREE-STUDENT		OVER-ALL GPA			EDA7220301		ENPL ISS ASEN & INST	A	3.0	3.0	EDA7220301		CURRICULUM & PUB POL	A	3.0	3.0
EDA5222001		LEGAL ASPECTS OF ED			EDA7280301		FOR SPRING 1999	A	9.0	9.0	EDA7280301		FOR SPRING 1999	A	9.0	9.0
** ENROLLED AS NON-DEGREE-STUDENT		OVER-ALL GPA					OVER-ALL GRADUATE GPA		45.0	45.0					45.0	80.0
EDA6216301		LEADERSH & COMM TECH			EDA6260301		SUMMER TERM 1999	A	3.0	3.0	EDA6260301		FACILI & OTH AUX SER	A	3.0	3.0
EDA6276301		RESEARCH & DATA ANAL			EDA7935601		RES PROPOSAL SEMINAR	A	6.0	6.0	EDA7935601		FOR SUMMER 1999	A	6.0	5.0
EDA6278301		SELF & INTERP CONTEX					OVER-ALL GRADUATE GPA		54.0	54.0					54.0	16.0
** ADMITTED TO GRADUATE DEGREE PROGRAM		OVER-ALL GRADUATE GPA			EDA7980602		SPRING SEMESTER 2000	PP	0.0	5.0	EDA7980602		DISSERTATION	PP	0.0	0.0
EDA6064301		ORG DEV TEAC & LEARN					OVER-ALL GRADUATE GPA		54.0	60.0					60.0	16.0
EDA6216301		FAC, STAFF & COM SERV			EDA7980602		FOR SPRING 2000	PP	0.0	6.0	EDA7980602		FOR SPRING 2000	PP	0.0	0.0
EDA6276301		COMPUTERS & LEADERSH					OVER-ALL GRADUATE GPA		54.0	60.0					60.0	16.0
EDA6278301		COMPUTERS & LEADERSH			EDA7980602		SUMMER TERM 2000	S	0.0	5.0	EDA7980602		DISSERTATION	S	0.0	0.0
** ENROLLED AS NON-DEGREE-STUDENT		OVER-ALL GRADUATE GPA			EDA7980602		FOR SUMMER 2000	S	0.0	3.0	EDA7980602		FOR SUMMER 2000	S	0.0	0.0
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** ENROLLED AS NON-DEGREE-STUDENT		OVER-ALL GRADUATE GPA					MAJOR: EDUCATIONAL LEADERSHIP-DOCTORA									
EDA6216301		GEN & RACE ISSU LEAD					** END OF TRANSCRIPT **									

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Florida Agricultural and Mechanical University

College of Education

Know all Men by these Presents
that the Board of Regents, upon the recommendation
of the President and the Faculty has conferred upon

Beverly Ann Nash

the degree of

Doctor of Philosophy

with all the rights, honors and privileges thereunto appertaining.

Witness the Seal of the University and the signatures
of its duly authorized officers herunto affixed.

Given at Tallahassee, Florida, this eleventh day of August, in the year
of our Lord two thousand.


John H. Hester
President


James A. Hester
Dean of Graduate Studies




J. P. Smith
Governor of the State of Florida


Tom Roney
Speaker of the Board of Regents


Frederick S. Humphreys
President of the University

**CITY OF QUINCY, FLORIDA
CITY COMMISSION
SPECIAL MEETING
FOR INFORMATION ONLY**

Date of Meeting: January 18, 2022

Date Submitted: January 4, 2022

To: Honorable Mayor and Members of the City Commission

From: Dr. Beverly Nash, Ph.D., Interim City Manager
Ms. Marcia Carty, Director, Finance Department
Charles J. Hayes, Interim Director, Building and Planning Department

Subject: Status Report: Invoices and Donations for Christmas Decorations

Statement of Issue:

Per the regular commission meeting of Tuesday, January 11, 2022, Gadsden County Tourist Development Council (TDC) agreed to pay half the cost of the Christmas decorations in the amount of \$7,980.00 upon receipt of an invoice from the City of Quincy.

A donation to the City of Quincy in the amount of \$5,085.00 was made toward the expenses of the decorations. (see attachments).

Therefore, requiring an expense of \$2,895.00 by the City of Quincy.

Attachments:

Documentation and invoices from Holiday Outdoor Décor (Clarks Outdoor Décor), along with donation check and spreadsheet from the Finance Department.

City of Quincy, Florida
Christmas Lighting Receipts & Expenses
FY 2022

GL Account Number	Account Description	Amount	Page No.
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Receipts and Receivables

Auction of Car Net Receipt Gadsden County Tourist Development Council (TDC)	001-369-90000	Other Miscellaneous Revenue	\$5,085	1 - 2
	001-369-90000	Other Miscellaneous Revenue	\$7,980	3

Total Receipts and Receivables \$13,065

Expenses

Christmas Decorations	001-001-519-30491	Other Operating Expense	\$15,960	4
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Total Expenses \$15,960

Expenses Incurred in Excess of Funding (\$2,895)

Kms

**COOKSEY AUCTION CO., INC.
AUCTION TRUST ACCOUNT**

6130 HOSFORD HWY
QUINCY, FL 32351
PH: 850-545-8930

4618

DATE 12-1-21

PAY TO THE ORDER OF

City of Quincy

Five thousand eighty five and no/100

\$ 5085 00
DOLLARS

Capital City Bank
QUINCY, FLORIDA

CDMM

FOR *56,201.00 (363.00)*



Mary Kaye Cooksey

⑆004618⑆ ⑆053100688⑆6673267901⑆

①

COOKSEY AUCTION COMPANY, INC.

Mailing Address: PO Box 711, Quincy, FL 32353-0711
 Physical Address: 8645 Hosford Hwy., Quincy, FL 32351
 Cal Cooksey, Auctioneer 850-545-8930
 FL-AU2613/AB1913 GA-NR2834

Email: cookseyauction@yahoo.com Website: www.cookseyauction.com
 Payments will be mailed 14 days after auction.

Date 11/20/21

SELLER'S NAME City of Quincy SELLER NO. _____

STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____

SETTLEMENT DATE: 14 Days TERMS: 10%

#	QUANTITY	LOT NO.	DESCRIPTION	PRICE EACH	TOTAL PRICE
1	✓	789	Crown Vic	went back	—
2		790	" Vic	NS	300.00
3		791	" Vic		250.00
4		792	" Vic		400.00
5		793	" Vic		400.00
6		794	Dodge Durango		1100.00
7		796	Crown V.C.		300.00
8		861	Ford Explorer		600.00
9		863	Crown Vic		500.00
10		864	Ford Pick up	(RB)	900.00
11		865	Ford Pick up	(RB)	1000.00
12					
13					
14					
15					
16					
17					
18					
19					
20					

I hereby commission you to sell the items listed above to the highest bidder by public auction. I certify that I am the owner of the above listed goods, merchandise, and/or property and have good title and the right to sell and that all are free from any and all encumbrances. I agree to accept all responsibility for providing merchantable title and for delivery of title to purchaser. I agree to hold harmless the auctioneers against any claims arising because of any breach of the above certification or failure to convey such good and merchantable title.

SELLER'S SIGNATURE _____
11/20/21
 DATE _____
 AUCTIONEER

TOTAL SALES	5050.00
% COMMISSION	(365.00)
OTHER EXPENSES	
TOTAL EXPENSES DEDUCTED	
NET AMOUNT	5085.00



Clarks Outdoor Decor

Company Address PO Box 4365
Bethlehem, Pennsylvania 18018
United States

Created Date 12/29/2021
Expiration Date 1/7/2022
Quote Number 00005671

Prepared By Jasmin Zuhr
Email jzuhr@holidayoutdoordecor.com

Bill To Name City of Quincy Florida
Bill To 404 W Jefferson St
Quincy, Florida 32351
United States

Ship To Name City of Quincy Florida
Ship To 404 Jefferson Street
Quincy, Florida 32351
United States

HTH Referral

Product Code	Product	Sales Price	Quantity	Total Price
LEASE	Annual Lease	\$205.00	72.00	\$14,760.00
SHIPPING	Shipping Cost	\$1,200.00	1.00	\$1,200.00

▪ ACTUAL SHIPPING COSTS WILL BE ADDED ONCE THEY ARE KNOWN

Subtotal \$15,960.00
Total Price \$15,960.00
Grand Total \$15,960.00

Comments Price -Locked proposal for 2022/2023 seasons

- 20% Restocking fee on all returns
- No returns without proper authorization
- Custom Items are NOT returnable

- Payment Terms: Net 30 days
- After 30 days a monthly interest charge of 1.5% will be added on past due accounts (18% APR)
- 3% processing fee for credit card payments

QUOTE ACCEPTANCE INFORMATION

Signature: _____

Name: _____

Title: _____

4

QUINCY MAIN STREET PRESENTS

31ST QUINCYFEST

FEATURING



FEBRUARY 12, 2022

NOON TO 4:00PM

ANDY GAY PARK

CORNER OF N. ADAMS AND W. FRANKLIN ST.

FOOD TRUCKS • ARTS & CRAFTS VENDORS

