

City of Quincy

City Hall

404 West Jefferson Street

Quincy, Florida 32351

www.myquincy.net



Tuesday, October 8, 2019
6:00 PM

City Hall Commission Chambers

City Commission

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

“In the Heart of Florida’s Future”





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

AGENDA

**October 8, 2019
6:00 P.M.**

City Hall Commission Chambers

Call to Order

Invocation

Pledge of Allegiance

Roll Call

Approval of Agenda

Special Presentations by Mayor or Commission

Approval of the Minutes of the Previous Meetings

1. Approval of Minutes of the 9/24/2019 Regular Meeting
 - Sylvia Hicks, City Clerk

Proclamations

2. Proclamation - Mr. Drew Cook - Bassmaster Rookie of the Year
 - Mayor Keith A. Dowdell, District I

Public Hearings and Ordinances as Scheduled or Agendaed

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

Resolutions

3. Resolution 1396-2019 - Gadsden County High School Homecoming Parade
 - Jack L. McLean Jr., City Manager
 - Glenn Sapp, Police Chief

4. Resolution 1397-2019 – Trunk-A-Treat on Ward’s Lot
 - Jack L. McLean Jr., City Manager
 - Glenn Sapp, Police Chief

Reports by Boards and Committees

Reports, Requests and Communications by the City Manager

5. Fire Prevention - Open House
 - Jack L. McLean Jr., City Manager
 - Curtis Bridges, Fire Chief
6. Hurricane Michael Hurricane State Recovery Grant
 - Jack L. McLean Jr., City Manager
 - Beverly Nash, Grants Writer
7. Purchasing Card Policy
 - Jack L. McLean Jr., City Manager
8. Financial Statements and Budgets Update
 - Jack L. McLean Jr., City Manager
 - Marcia Carty, Finance Director

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

9. Commissioners’ Salaries
 - Mayor Keith Dowdell, District I
10. City Clerk’s Position
 - Commissioner Ronte Harris, District III

Comments

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

Comments from the Audience

Adjournment

*Items not in Agenda Packet

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

CITY COMMISSION
CITY HALL
QUINCY, FLORIDA

REGULAR MEETING
SEPTEMBER 24, 2019
6:00 P.M.

The Quincy City Commission met in regular session, Tuesday, September 24, 2019, with Mayor Commissioner Dowdell presiding and the following present:

Commissioner Daniel McMillan
Commissioner Ronte Harris
Commissioner Freida Bass-Prieto
Commissioner Angela G. Sapp

Also Present:

City Manager, Jack L. McLean Jr.
Interim City Attorney, Gary Roberts
City Clerk, Sylvia Hicks
Police Chief, Glenn Sapp
Planning Director, Bernard Piawah
Finance Director, Marcia G. Carty
Human Resources Director, Ann Sherman
Public Works Director, Reginald Bell
Fire Chief, Curtis Bridges
Parks and Recreation Director, DeCody Fagg
Utilities Director, Robin Ryals
Executive Assistant to the City Manager, Vancheria Perkins
Dewberry Representative Matt Chester
Grant Writer, Dr. Beverly Nash
Sergeant at Arms Lieutenant, Larry Gilyard

Also Present:

Former Mayor-Commissioner Derrick D. Elias

Call to Order:

Mayor Dowdell called the meeting to order with invocation by Pastor Robin Ryals followed by the Pledge of Allegiance.

Approval of the Amended Agenda

Commissioner Harris made a motion to approve the agenda with an addition of the Clerk's Position as item #14. Commissioner Sapp seconded the motion. The motion carried four to one with Commissioner Bass-Prieto casting the nay vote.

Special Presentations by the Mayor or Commission

Approval of the Minutes of the Previous Meetings

Approval of the Minutes of the 8/27/2019 Regular Meeting

Commissioner Harris made a motion to approve the minutes of the August 27, 2019 regular meeting with any corrections. Commissioner McMillan seconded the motion. Commissioner McMillan had a correction on page eight. He stated that he did not make the motion that suggested an amendment to the motion. The motion carried four to one with Commissioner Sapp abstaining from the vote and indicating that she was not present at that meeting.

Approval of Minutes of the September 9, 2019 Regular Meeting

Commissioner Sapp made a motion to approve the minutes of the September 9, 2019 meeting with any necessary corrections. Commissioner Harris seconded the motion. The motion carried five to zero.

Proclamations

Public Hearings and Ordinances as scheduled or Agendaed

Ordinance No. 1107-2019 Millage Rate on Second Reading

Commissioner Harris made a motion to read Ordinance No. 1107-2019 by title only on second reading. Commissioner Sapp seconded the motion. Upon roll call by the Clerk, the ayes were Commissioners McMillan, Harris, Bass-Prieto, Sapp and Dowdell. The Clerk read the title as follows:

AN ORDINANCE DETERMINING THE AMOUNT AND FIXING THE RATE OF TAXATION AND STATING THE ANNUAL LEVY FOR THE CITY OF QUINCY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020 AND SETTING THE PERCENTAGE BY WHICH THE MILLAGE RATE IS TO BE LEVIED.

Mayor Dowdell stated this is a public hearing to consider approval of Ordinance No. 1107-2019, the City's Millage Rate on second reading and asked staff to provide a summary. City Manager McLean stated that the millage rate is the same as last year, 5.0000 mills. He also stated that, in fact, there is a slight decrease of approximately four to five thousand and did not go with the roll back rate. Ms. Carty, Finance Director

Mayor Dowdell opened the public hearing and asked if any members of the public would like to speak concerning Ordinance No. 1107-2019.

There were no comments from the audience.

The public hearing was closed.

Commissioner Sapp asked that the date be changed.

Commissioner McMillan stated that the taxes decreased.

Commissioner Harris made a motion to approve Ordinance No. 1107-2019 by title only on second reading. Commissioner McMillan seconded the motion. Upon roll call by the Clerk, the ayes were Commissioners McMillan, Harris, Bass-Prieto, Sapp, and Dowdell. The motion carried five to zero.

Commissioner Sapp made a motion to read Ordinance No. 1108-2019 by title only on second reading. Commissioner Harris seconded the motion. Upon roll call by the Clerk, the ayes were Commissioners McMillan, Harris, Bass-Prieto, Sapp and Dowdell. The Clerk read the title as follows:

AN ORDINANCE MAKING APPROPRIATIONS FOR THE EXPENDITURES AND OBLIGATIONS OF THE CITY OF QUINCY FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020; DESIGNATING THE SOURCES AND REVENUES AND SAID APPROPRIATIONS; AND PROVIDING AN EFFECTIVE DATE.

Mayor Dowdell stated this is a public hearing to consider approval of Ordinance No. 1108-2019, the City's 2019-2020 Budget on second reading and asked staff to provide a summary.

Finance Director Ms. Carty reported the following: Total Appropriated Revenues is \$36,315,528 Less Inter-Fund Transfers of \$4,936,564 bringing Total Revenues to \$31,378,96. She stated that section two details the Expenditures of All Funds that include all departments in the General Funds of \$9,853,370, Business Activity that includes Customer Service and Finance to total \$494,631 with total Enterprise Funds of \$25,099,583. Our Total Expenditures after the Inter-Funds Transfer is \$31,378,964.

City Manager McLean presented to the Commission a Summary of the total proposed FY 2020 budget of the City of \$36,315,528. This is an increase of \$4,477,500, 14% more than FY 2019 budget of \$31,838,027. The General Fund's total proposed budget for 2020 is \$9,853,370, up from \$9,177,237 in FY 2019, a \$676,133 increase. The Enterprise Fund's total proposed budget for FY 2020 is \$25,594,214, up from \$21,787,441 in FY 2019, a \$3,806,733 increase.

Pay Increase and Health Insurance

The FY 2020 Budget provides for a 3% across the board wage and salary increase. This amounts to a \$284,864 increase for the General Fund and \$494,664 for the Utility Fund. The FY Budget also funds the 6% health insurance increase, which amounts to a \$61,875 increase for employees. Also currently included in the General Fund is \$10,575 to provide the City Commission access to the same health insurance provided to City employees. City-wide, the proposed budget increase training expenditures are up from \$45,650 in the 2019 FY to \$58,900 in 2020 FY.

Public Safety – Police

There is one new position funded in the 2020 budget. The Police Chief has requested an administrative/records clerk. The Police Department will acquire a fleet of six vehicles for \$50,000 and \$8,000 more in canine expenses for new dogs, which is a decrease by debt reduction and other operating expenses.

City Commission

Increase of \$55,600 in Aide to Non-profit Organizations, from \$19,000 in FY 2019 to \$74,600 in FY 2020, \$12,000 for Lobbyist services and \$15,000 in capital improvement in the Commission Chambers.

Fire Department

Station 1 will have flooring repairs of \$25,000, computer equipment replaced for \$10,500, \$8,000 increase in uniform purchases, and \$75,000 in equipment replacement and purchases, such as fan, rescue saws, turnout gear, bunker gear, replacement of worn-out and old equipment. Personnel will be increased with three (3) new Firefighter positions (\$149,000) for Station No 2 to be fully functional.

Parks and Recreation

Cost of our traditionally structured programs such as football, basketball, baseball, and softball has increased from \$36,500 to \$56,000. Parks budget includes the Hillside Park Development in the amount of \$50,000, the contractual services pursuing a joint location with Public Works in the amount of \$12,500, and two lawn mowers for \$17,500.

Public Works

The budget provides for an \$710,000 investment in Public Works infrastructure. This investment includes \$360,000 from the Florida Department of Transportation as part of the Small County Outreach Program which will pay for the resurfacing of the Phase of the MLK from Pat Thomas Parkway to Adams Street. There is \$150,000 budgeted to leverage the resurfacing on side streets near MLK which will include Sunnyvale Cemetery, South 9th Street, and South Cooper. More streets will be resurfaced for an additional \$150,000, such as Key, Kent, Mainline, and Station. Normal maintenance increased \$50,000 for routine potholes, etc. \$25,000 is identified for repair of Storm Water Facilities (at Flagler Street /Virginia Street).

The budget provides for \$76,000 to replace the engine of the TRACKO tractor, replacement of the inmate van for \$4,500, and \$24,600 to make repairs to the Landfill breakroom. The hot water will be replaced as well.

Building and Planning

The department will continue its commitment to demolish dilapidated and dangerous buildings (\$35,000) and an additional position for a Building Official (.25 of \$55,000 two departments). The office furniture and equipment will be replaced with \$12,000.

General Fund Revenues

Total expenditures increased \$676,133, and revenues are budgeted to increase in the same amount. Property tax levy did not increase, with the millage rate remaining at 5.0000 in FY 2020, same as FY 2019. The amount of revenues should increase from \$1,100,612 in FY 2019 to \$1,105,818 in FY 2020. The City will be receiving \$260,000 from the Florida Department of Transportation for the second phase of resurfacing MLK Boulevard. \$50,000 in the Hillside Park Grant, \$144,000 in insurance proceeds and \$75,000 in State Economic Funds. It is also anticipated that the City will receive at least \$400,000 from FEMA for the debris cleanup related to Hurricane Michael.

Enterprise Fund- expenses increased by \$1,345,350. For grants of Sand Grit, \$172,750, Local Mitigation Strategies \$143,500, CDBG Sewer \$735,000 and fiber Optic upgrade/Sewer Video \$209,000. Electric Fund expenses increased \$2,087,017- transformers \$260,000, personnel \$164,717, Fiber Optic upgrade and other repairs \$395,000, storm hardening equipment \$200,000 and debt service expense \$467,300. Water Fund expenses increased by \$369,000- Joyland purchase of \$70,000, Fiber Optic upgrades and water line indicator of \$254,000 and local mitigation strategies of \$115,000.

Enterprise Fund Revenues

\$3,801,325 is the increase expected for FY 2020 when compared to 2019, due to grants of \$735,000 and \$172,850; local mitigation strategies \$235,000 (use of retained earnings) loan proceeds of \$622,653, Hurricane Irma reimbursements \$123,868, Inter-Fund Transfer \$181,500. Hurricane Michael surcharge \$961,300, and revenue increase \$769,154.

Mayor Dowdell opened the public hearing and asked if any members of the public would like to speak concerning Ordinance No. 1108-2019.

Sharon Lasseter of 616 Highland Avenue came before the Commission to request that they reconsider their decision and fund the Gadsden Arts Center. She stated that she has been involved in the Gadsden Arts Center for many years. She also spoke as to the priorities of the City. She stated that the Arts Center brings all people together especially the children.

Charles Morris asked that the funding be placed back in the budget for Shaw Quarters. He stated that Shaw Quarters is one of the oldest African American neighborhoods in Quincy.

Marion Vaughn of 503 Rosewood came before the Commission to speak in favor of keeping the funds in the budget for the Gadsden Arts Center. She stated that Quincy is a nice community and should not cut funding for the arts.

Grace Robinson, Executive Director of Gadsden Arts Center asked the Commission to reconsider their decision and to fund the Gadsden Arts Center. She presented to the Commission a report regarding the Arts Center. Mrs. Robinson stated that the Arts Center is opened 250 days per year with an economic impact of \$1,085,320. She also stated that Art-Reach After School averages 2 times a month at George W. Munroe, Boys and Girls Club; Art & Literacy for 3rd grade at each school and added 2nd grade at George W. Munroe and Greensboro Elementary. She urged the Commission not to take the City of Quincy backwards by passing this budget.

David Clay of 435 North Jackson Street came before the Commission regarding the funding for Quincy Main Street, Gadsden Arts Center and Quincy Music Theater.

Julie Baroody of 910 Sunset Drive came before the Commission regarding the funding for the Arts Center and Quincy Music Theater.

Robert Finley of 213 West King Street stated that board members should not be allowed to have sidebars during meetings. He also stated that he misspoke at the last meeting regarding the City Manager's salary of \$105,000. Mayor Dowdell told Mr. Finley that this is the type of stuff that leads to turmoil. Mayor stated if you want something done you have to hoot and holler. Mr. Finley stated that he had been to the City Manager six times and he was never in his office. He stated that he had called the Manager and had not received any response. The Manager asked if he had made a public request. Mr. Finley replied yes, face to face and had also filled out a form. City Manager McLean stated that he had not received a public records request and requests must be in writing. Mr. McLean stated that they had not met six times. Commissioner Bass-Prieto asked for clarification from the Attorney regarding whether or not a public records request be in writing. Attorney Roberts stated it must be in writing. Commissioner Bass-Prieto stated according to the Attorney General requests can be made by phone as well as other forms of communications.

Marilyn Wood of 1747 Inlet Street and Sophie Baker came before the Commission regarding flooding in the subdivision and drainage on Inlet Street which has been going on for ten years. She stated that she had been told that the problem had been resolved. She stated that she and Mr. Dowdell has had many conversations regarding the flooding on Inlet Street. Mayor Dowdell stated he knew about the situation. Ms. Wood stated that knowing and doing are two different situations and it has been ten years and nothing has been done. Mayor Dowdell stated that the Manager and Mr. Bell would get with her.

Louise Streete of 901 Myrtle Avenue came before the Commission regarding her escalating utility bill (water). She stated she had contacted the City several times and no one has responded. She stated that her bill went from \$90.00, \$160.00, \$570.00, \$840.00 and now it is 1,019.22 and the power is off and she lost the food in her refrigerator and freezer and now the A/C doesn't work. The Manager stated that he thinks staff has been in contact with her but he had not been out the property himself. The Manager stated that he will go out to her property.

Mayor Dowdell closed the public hearing and turned the ordinance over for consideration by the Commission.

Commissioner Bass-Prieto made a motion to add the funding for the following items back into the proposed budget: Gadsden Arts Center, Shaw Quarters and Quincy Music Theater. Commissioner McMillan seconded the motion. Commissioner Harris asked if the motion to fund those organizations was a part of the 2019-2020 budget and if she was making a motion to vote on this budget. Commissioner Bass-Prieto replied yes. Attorney Roberts stated the motion was to add those items to the budget. Commissioner Harris stated that he is not opposed to including all three items into the budget but he is opposed to adding the items if the Commissioner that wants the items doesn't vote for the budget. Commissioner Harris

sated that the Arts Center is not one of those items high on his list of priorities. He stated he is still going to support the Arts because he knows the value. He also stated that he is the only public high school music teacher in Gadsden County and no one associated with the Quincy Music Theater has reached out to partner with him. Commissioner Harris stated that he wanted the Shaw Quarter's community to be here because the newspaper doesn't get it right all the time. Commissioner Harris stated that they are worth more than the \$2,000 they requested. He is willing to commit to whatever happens in Shaw Quarters. He stated that the children play in both park and both districts have the same problems. He stated that you have a Commissioner here that will not vote for a budget that has over \$200,000 worth of programs that is not just going to take care of you for a few hours but for the term. Commissioner Harris stated that the community needs real programing and real resources and commends her for supporting the thousand dollars. The Commissioner that represents that community needs to vote for a budget that is going to set Shaw Quarters up for the future. He stated we have to stop giving handouts for a few and not doing anything long term for the future of Shaw Quarters. He stated he will not sit on this dais and vote against the Shaw Quarter's community. He stated that the community looks just like his community. That is what he wanted to say to the Shaw Quarter's community. He stated whether you get the thousand dollars in this budget or not, it is going to happen as he is personally committed, and he is assured that some of the other Commissioners will commit personally as well. Commissioner Harris asked that the Commissioner of the Shaw Quarter's district take a good look at what the community needs and their needs are just like the ones in his community. Commissioner Harris stated that he is not in support of amending this budget prior to voting on this ordinance. What he is supportive of is amending the budget provided that the Commission supports this ordinance that has programs that are going to set us up for the future and take care of the people and citizens of Quincy and do some real investing in them. Commissioner Bass-Prieto stated that she has been working with Mr. McLean on different things and they are looking to the future and attending community meetings. She stated that she was disappointed that they took the thousand dollars out of the budget but she has already begun to work with the community to make certain that they get it. She stated the same for the other programs.

Commissioner Bass-Prieto spoke about the following: \$82,000 feasibility study on building a new subdivision for economic development; \$50,000 to pay off arrears utilities; \$70,000 water system outside the city limits; \$50,000 for down payment assistance. She stated she doesn't see that many houses in Shaw Quarters for sale. Most of the people that live there don't have arrearages and building a new subdivision is not going to help them. She stated that Commissioner McMillan made a good suggestion that we put the money to the side. She stated that her biggest complaint is that this money is being thrown into the budget with absolutely no plan. She suggested we put the money to the side as we don't have an economic development plan and could come back and look at a long-range plan. She stated you can't just put this little pot of money here and think it is going to fix the ills of decades. It's not. It is going to take a long-term plan. It is going to take the community. Public and private partnerships is the first step and it is going to take grants. This budget does not address the problems in Shaw Quarters gives little bandages with little problems with no real answers. She spoke about the \$50,000 to pay off the arrearages. She has heard it said around this board again and again that we caused the problems with the arrears. She stated that in our bond covenants, we have one option which states that after 60 days, cut it off. But this City allows payment plans so that they can make their payments, we didn't create that. She

stated we go beyond what our bond covenants are and what other utility departments do. If we are going to take our citizens money to pay off other people's debts, how can we look at them and say that is fair. That is not an appropriate use not to mention it violates our bond covenants. We can put the money into a reserve for economic development. Commissioner Bass-Prieto stated that she attended every budget workshop and was on time and had requested items to be placed in the budget and none of what was requested was in the budget and she got absolutely nothing. She stated we have three Commissioners here that get everything they want. She stated she sat there when non-profits were discussed and there were only two commissioners present and imagine her surprise when she saw that everything came up unfunded and she can't see how that happened. She said to ask her to go against what she believes is fundamentally wrong for this City to take money from our citizens to pay off someone else's bill. Wrong to spend \$70,000 for a water system when that money is not going to improve their water system and we don't know where we are going to get the other \$150,000 to replace it. We have very serious issues in this City regarding flooding. We have had citizens come before us about flooding issues from Inlet Street and Virginia Street year after year. She stated that she is not going to take \$11,000 worth of non-profit and for \$250,000 that she doesn't agree with. She stated that she is not a bargainer and if you are willing to do that it just tells her that you don't really support the downtown in Quincy, you don't support the Music Theater, you don't support the Arts Center and Shaw Quarters, but you are willing to say yes if you get your way. That is not bargaining. That is not making concessions. That is bullying. Mayor Dowdell stated we will be here all night going back and forth with this budget. He stated everybody is not the same. Congress and the House of Representative fuss and fight and then the government was shut down because somebody wanted this and somebody wanted that. He stated this is politics. You may have ran for a position and didn't want to be a politician but in order to get what your folks need, you got to do what you got to do. Sometimes, you have to compromise. Mayor Dowdell asked if Martha Sapp was present. He wanted to thank her for the email she sent to reconsider. When he read her email, it was so respectable he just wanted to thank her. It got him to thinking. The one that sent those negative emails put him right back where he was. Until we learn how to respect each other, we are going to continue to be in this situation. We are either going to get it together or were are going to go back and forth with each other. We must come to a solution. He said he doesn't have a problem with the Arts Center; he doesn't have a problem with the Music Theater; and he doesn't have a problem with Shaw Quarters. Mayor Dowdell stated Shaw Quarter's Day is going to go on whether they get the thousand dollars or not and they know that. He said that the Friday before Shaw Quarter's Day. He stated that a great man named Pat Thomas told him "you can't count to three" and at the time he didn't know what he was talking about. Anything done in politics, you must get three people or you will be non-effective around this this dais and you are not doing your people any good. Mayor Dowdell stated he is not in favor of amending the budget. The ayes were Commissioners McMillan and Bass-Prieto. Nays were Commissioners Harris, Sapp, and Dowdell. The motion failed.

Commissioner Harris stated he would make a motion to approve Ordinance No. 1108-2018 with a disclaimer that he is not against those organizations and will consider an amendment after we pass this budget providing we all step up to the plate. Commissioner Harris made motion to approve Ordinance No. 1108-2019 on second reading. Commissioner Sapp seconded the motion. Commissioner McMillan suggested using their salary to fund these

items. Upon roll call by the Clerk the ayes were Commissioners Harris, Sapp, and Dowdell, nays were Commissioners McMillan and Bass-Prieto. The motion carried three to two.

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

Resolutions

Reports by Boards and Committees

Reports, Request and Communications by the City Manager

Approval of Award to CW Roberts – MLK II SCOP Project Construction

Commissioner Sapp made a motion to approve option 1: The City Commission votes to approve the work to CW Roberts and authorize the City Manager to sign the Notice of Award. Commissioner McMillan seconded the motion. The motion carried five to zero.

General Appropriation Funds from the Florida Department of Economic Opportunity

Commissioner McMillan made a motion to approve option 1: Vote to approve receipt of General Appropriation Funds of \$75,000 and to authorize the Mayor and City Manager to sign the contract. Commissioner Sapp seconded the motion. The motion carried five to zero.

Inter-Local Agreement – Road maintenance Services with Gadsden County

Commissioner McMillan made a motion to approve the Inter-Local Agreement – Road Maintenance Services with Gadsden County. Commissioner Harris seconded the motion. The motion carried five to zero.

Inter-Local agreement – Animal Control with Gadsden County

Commissioner Sapp made a motion to approve the Inter-Local agreement – Animal Control with Gadsden County. Commissioner Harris seconded the motion. The motion carried five to zero.

August Police Reports

- Monthly Traffic Report – Commissioner Sapp asked if she could get an incident summary report for her district. Mayor Dowdell asked about the shooting incident in his district. Chief Sapp stated that this is an active investigation but will update the City Manager. Chief Sapp also informed the Commission that he held a forum a few weeks ago which involved other Law Enforcement Agencies and the School Board regarding criminal issues. He stated he is developing a plan to address that same issue. Mayor Dowdell told Chief Sapp that he appreciates everything he does for the City. He knows that he is one of the top candidates for Tallahassee Police Chief. Mr. Robert Finley stated that he had a complaint with the tenants at 311 W. King Street regarding noise loud altercations. He stated the Police Officer did come and spoke with the individuals. He stated that they have a loud generator and their neighbor is very ill.

He asked if it was legal to have a generator during non-emergency times. The City Manager stated that they are aware of the situation and are pursuing criminal actions for illegal use of electricity.

- Crime Report

August Fire Reports - No Comments

- Monthly Report
- District Calls

August Human Resources Report – No Comments

August Finance Reports – No Comments

- P-Card Statement
- Allocations
- Arrearage Report
- Cash Requirements
- Financial Report

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

Financial Statements and Budgets

Commissioner Bass-Prieto presented to the Commission a list of transfer of appropriations by the City Manager. Commissioner Bass-Prieto stated that there are over 30 violations of the charter. She stated that the Commission has the right to amend the budget and the Manager can amend the budget by 10% of the line item without the Commissions' approval. The City Manager stated that he wished she had given him this prior to the meeting. He stated that some of the items are at the department level. City Manager McLean stated he could have responded but he will respond to her. The charter states funds can be used in emergency situations and life and health. We will have to check. Commissioner Bass-Prieto stated that she had on many occasions brought these issues to the Manager and they have yet to be corrected. If we don't follow the rules, we will lose control of what we were elected to do for our citizens which is to look out for their money. City Manager McLean stated that it has been done prior to this Manager and the Manager prior to him. Mayor Dowdell stated if you have some allegations, take them to the auditor and let him come back with their findings. That is what we pay them for. When you make allegations, you put yourself in a bind.

City Clerks Position

Commissioner Harris stated we are officials of the City, we appoint the Manager, we appoint our Attorney, and we appoint our Clerk and those individuals are accountable to us. I would prefer that those individuals would not get into politics. When we choose to do that, it exposes who you are. The three individuals he is in charge of as long as he sits here as a Commissioner, the three individuals should be accountable to this Commission whole heartedly. He stated there was a procedural issue in last meeting and we got off course. We appoint individuals to make sure we are staying where we need to be and doing things that are supposed to be decent and in order. The individuals that we appoint fail to the job that they were hired to do. He stated that he doesn't have a problem being corrected, he does

have a problem with how he was corrected. He stated he had several issues; 1) the Clerk should have been sitting up here in her seat, if she is sick that is one thing, if she is home that is another thing but if she is here she should have been sitting at her seat as the Clerk. 2) Politics; she chose to defend her position from the floor and that argument could have been argued from the chair as the Clerk. I would have much rather for her to have corrected the acting Clerk to get us back on course. He stated the thing that bothered him the most after we were corrected is that it became a joke in the room. It became funny and we sat and we laughed. It was a joke. You can see a lot of things from this dais. He stated he had a serious issue with the individual that they appointed as a City Official who doesn't act unprofessional on the job. He stated he will not tolerate such behavior from the Attorney, he certainly will not tolerate such behavior from the Manager and he will not tolerate such behavior from the Clerk. He stated that he contacted the Manager late regarding the item to be placed on the agenda that is how it got on the agenda tonight. He stated there was a packet that was given to them with a contract added. He stated that he did not have any idea as to where it came from. Commissioner Sapp stated she too had some concerns about the amount of time the Clerk is out and the fact that she was here at the last meeting. She stated she thought the Clerk was going to take her position but she wasn't. When the argument came up about her salary, it kind of floored her. She stated that she just wanted to see how much the Clerk had been out. She knew that she had been sick and she stated she had been sick too. Commissioner Sapp stated that over the past couple of years she has had surgery and wanted to know how much time she has been out and just wanted to see how it played into her overall job. City Manager McLean stated the information that they are referring to is Commissioner Sapp and asked for the information that was compiled. He stated the Mayor asked the Clerk for a copy of the contract. He stated it was signed back in 1999 as a part-time position. The City Manager stated he was asked about the duties of the Clerk and whether it was part-time or full-time and that information is contained in the packet you were provided. Commissioner Sapp stated she just wanted to see the leave time. She is a loyal employee but the fact of the matter is in 2018 she was out a total of 48 days and 29 days were sick leave and the other was annual leave and 64 days in 2019. Commissioner Bass-Prieto stated she doesn't have any of that information. The information has not been shared with the whole dais. How can we make an intelligent decision? Commissioner McMillian stated he did not get any information. Mayor Dowdell stated he didn't get any either. He stated the request from the Clerk for her contract. The Manager asked Ms. Perkins to make copies available for the Commission. The Mayor stated he would take the blame for this because at the last meeting he asked for duties, responsibilities, and a lot of more stuff and indicated that he did not get one tonight so he doesn't know where it came from. He stated that he had seen a contract that he signed back in 1999 with a salary of \$1,500 month. The Mayor stated that during the workshop it just stood out to him that a Clerk was making \$60,000. The information was presented to all the Commission by Ms. Perkins. The Manager stated that Commissioner Sapp requested information on leave, there is personnel action forms on the Clerk throughout her career, contract for the Clerk, and what other Clerks make in this county and the duties of other cities. Mayor Dowdell asked Commissioner Harris what he was planning on getting out of this. Commissioner Harris stated he had addressed his concern and he didn't believe in making hasty decisions but he is ready to move in a different direction with our Clerk and he is prepared to make a motion. Mayor Dowdell stated his problem is somebody this is just doing Clerk duties making \$60,000 some thousand dollars, he stated he remembered the sequences coming up when he first got up here she was making \$22,000 - \$24,000 and she was doing extra duties for the Building and Planning and we

increased her salary to full-time at \$39,000. He stated he walked into City Hall one day and got confronted with a personnel action form that took her salary to \$54,000 and he stated that was not what we approved and from that point he has been trying to bring it up and every year he brings it up they say wait until budget time and when budget time comes, it falls on deaf ears. He stated the question was asked a couple meetings ago if she did those duties in the Building and Planning Department and the answer was no. He stated his thing was she needs to fall back to her regular salary. Commissioner Sapp asked that she is allowed time to look over the information and make an intelligent decision. Commissioner McMillan asked the Mayor when she came up with the personnel action form for over \$54,000. The Mayor stated he can't tell you. Commissioner McMillan asked the Mayor if he knew the year. Mayor Dowdell stated he will not reveal that. Commissioner McMillan told the Mayor that he had not requested any information regarding the Clerk until this year and this sound like it is retaliatory for some reason. Mayor Dowdell stated here is some more of your allegations. How is that someone just taking minutes makes \$60,000. Commissioner McMillan stated he thinks she does more than that. Mayor Dowdell asked Commissioner McMillan what she does. Commissioner McMillan stated she had been making that amount for a long time and you have been approving this budget and not saying a thing. Mayor Dowdell stated just like you told the City Manager that is a lie. Mayor Dowdell stated he says something about the Clerk's salary every year. Commissioner Sapp suggested that we should table this until the next meeting because some of us can't sit here physically and listen at you all argue. The Mayor apologized. Commissioner Sapp made a motion to table the Clerk's Position until the next meeting. Commissioner Harris seconded the motion. The ayes were Commissioners Harris, Sapp, and Dowdell. Nays were Commissioners McMillan and Bass-Prieto. The motion carried three to two.

Comments:

City Manager

City Manager Mclean reported that \$25 million dollars had been made available to counties in the panhandle area to apply for Hurricane damaged properties that were not covered by FEMA or Insurance. We have a short turnaround time with a deadline of October 1st and it is his intent to submit a grant application and wanted to notify the Commission. We are submitting on the following: underground utilities at critical businesses such as Trulieve, BASF and Wal-Mart, SuperValu. He stated that 25% of our people will benefit from the underground utilities. We are looking at securing money for revenue loss that is any loss where he had to move money from one-line item to harden our system to mitigate and lastly to generators. He stated he will bring it to the Commission once it is submitted.

City Clerk – No Comments

City Attorney – No Comments

Commission Member(s)

Commissioner McMillan stated that the round-about needs some signage.

Terry Williams stated he travels that road daily and people don't know how to use the round-about he also stated that the yield signs are pointing in wrong direction.

Rosetta Rolle Houston-Anderson of 825, South Virginia Street stated she has witnessed several near accidents since the installation of that round-about. It is very inappropriately marked. Ms. Anderson stated that she had spoken to an Officer regarding the round-about. She stated that if there is an accident, the City will be sued. Ms. Anderson stated that during the construction of the round-about, construction was halted because an 18 wheeler could not maneuver around the round-about.

Commissioner Harris stated he has been here for 17 months and he has heard about the continuous flooding on the south side. We need to take a look at some short term solutions and start addressing some of those flooding issues and asked the Manager to bring back long term plan. He stated he doesn't want to hear years from now when he is no longer on the Commission that someone complains stating that I have had that flood problem for however many years and it had not been addressed. He stated it is no reflection on you and he knows that the Mayor has done everything in his power to get this done in his district. Commissioner Harris told the Mayor that he is here to support the Mayor with those issues in his district.

Commissioner Bass-Prieto stated we already have a plan that addresses the flooding issue.

Commissioner Bass-Prieto announced that District IV will have traffic meeting October 1, 2019 at First Baptist Church at 6:00 pm.

Commissioner Bass-Prieto stated that St. Paul Church will have a blessing of the animals on October 5, 2019 at 10:30 am.

Commissioner Bass-Prieto stated she appreciates everyone for coming out tonight and that their arguing gets a bit tumultuous. We all have our opinions but she hoped that we can do our best to the citizens of Quincy.

Commissioner Sapp told the Manager that she had received a request from a constituent on South Jackson Street regarding a feasibility study for a speed hump on South Jackson between Clark and GF&A Drive.

Commissioner Sapp reported that there is a pile of trash on South Jackson Street behind Marrow Cleaners.

Commissioner Sapp announced that she will be holding a Community meeting for District II at the Campbell Kelly Center on October 10, 2019 and asked the Manager to invite the staff. She stated that the neighbors are very concerned with the shooting, crime, overgrown lots, dilapidated houses, excessive foot traffic, on 7th, Key, 11th, Brumby Streets. There are problems and they are just getting worse and worse. She noticed ladies pushing carts looking for cans in the trash and leaving the trash on the ground. The District needs some attention.

Commissioner Sapp thanked her for letting her know about the street sweeper earlier in the week. Stewart Street needs some attention.

Commissioner Sapp stated that the City lot next to St. James Church needs to be cut.

Commissioner Sapp asked them to look at the house on the corner of Brumby and Pat Thomas Parkway.

Mayor Dowdell stated that simple things like trash cans. Do we have anybody that goes around to make sure that everyone has a trash can? He stated we have a lot of elderly folks and they don't have a can. The City Manager stated everyone has a trash can that pays for one and if they need to be replaced because of wear and tear, we will do that. Mr. McLean replied no there is no one going around to make sure that everyone has a can. The Manager stated that we do have a service that allows for the elderly if they are weak and feeble and can't push it out.

Mayor Dowdell told Ms. Wood that one of our vehicles got stuck for some odd reason. Ms. Wood stated that was something totally different. She stated that the flooding is coming off Highway 90 on to Lucky Street and runs over to Inlet Street. Mayor Dowdell said it happened when the holding pond on Martin Luther King and Inlet Street was cleaned. The Manager and Mr. Bell stated the maintenance is on a scheduled basis. Mayor Dowdell stated there is going to be some work done on Flagler Street and he knows that is not going to alleviate the problem but he hoped that it will deter it a little. Mayor Dowdell asked Mr. Bell if he had gone out there and really looked at the area to see what it really needs. Mr. Bell stated would get someone to accompany him to access the needs. Mayor Dowdell stated that Mr. Bradwell also has some needs and make sure you all touch bases with Mr. Bradwell. He is furious. Ms. Wood stated it is not the holding pond, it is the drains. The Manager stated we will look back on that data and will address the problem. We will not be able to stop flooding that comes down too fast. Ms. Wood told Mr. McLean that has been 10 years and she is looking for some positive results.

Mayor Dowdell stated that he wants to meet with the Arts Center, Quincy Music Theater, and Shaw Quarter's individually because we need to talk about some things.

Mayor Dowdell stated whenever you all see Martha Sapp please let her know that he is thankful for the letter that she had written to him. It really got him to thinking. He wants to work out something as to how we can do something for the three organizations. He can't promise anything because you have got to have three votes.

Comments from the Audience

Charles Morris came before the Commission to remind them of the fifth annual Trunk of Treats to be held Thursday, October 31, 2019. He also thanked Chief Bridges for the fire trucks.

Adjournment

Commissioner Sapp made a motion to adjourn the meeting Commissioner McMillan seconded the motion. There being no further business to discuss the meeting was adjourned.

APPROVED:

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

ATTEST:

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

Drew Cook earns Rookie of the Year honors

October 1, 2019



With the Day 3 weigh-in of the Toyota Bassmaster Angler of the Year Championship complete, Florida Elite Drew Cook has officially landed the DICK'S Sporting Goods Bassmaster Rookie of the Year title. Cook was awarded the trophy Tuesday at the AOY Championship in Detroit, Mich.

Three Top 10 finishes during the 2019 Bassmaster Elite Series season proved enough to earn Cook the award for 2019 even though he was competing against a powerful lineup of newcomers.

As Cook said earlier in the Elite season, “This is a very talented rookie class filled with guys who have won at all levels. I’ve fished against most of them in college, and they are good and have won at every level there is. It’s a very stout class of rookies.”

Cook fished both the Eastern and Central Opens in 2018, earning his spot in the prestigious Bassmaster Elite Series.

Cook grew up on the shore of Lake Talquin, Fla., and while attending Robert F. Monroe, Cook competed in high school bass tournaments. In 2012 he won the Bassmaster Florida State Championship at Lake Okeechobee.

After high school, Cook attended Florida State University to pursue a degree in criminology and entrepreneurship. He also competed on the college’s bass fishing team.

PROCLAMATION

Honoring Mr. Drew Cook
DICK'S Sporting Goods Bassmaster
"Rookie of the Year"

Whereas, Drew Cook grew up on the shore of Lake Talquin, Florida, and while attending Robert F. Monroe School, competed in High School Bass Tournaments; and

Whereas, in 2012, Drew won the Bassmaster Florida State Championship at Lake Okeechobee; and

Whereas, after high school, Drew attended Florida State University to pursue a Degree in Criminology and Entrepreneurship while competing on the college's Bass Fishing Team; and

Whereas, Cook fished both the Eastern and Central Opens in 2018, earning his spot in the prestigious Bassmaster Elite Series; and

Whereas, the Florida Elite Drew Cook has now officially landed the DICK'S Sporting Goods Bassmaster Rookie of the Year title; and,

Whereas, three Top 10 finishes during the 2019 Bassmaster Elite Service season earn Drew Cook the award for 2019 at the completion of the Toyota Bassmaster Angler of the Year Championship in Detroit, Michigan; and

Now, Therefore, I, Keith A. Dowdell, by the power vested in me as Mayor of the City of Quincy, Florida along with my colleagues; Mayor Pro-tem Ronte Harris, Commissioner Angela Sapp, Commissioner Freida Bass-Prieto, and Commissioner Daniel McMillan do hereby proclaim October 8, 2019 as

Drew Cook Day

in the City of Quincy and encourage our citizens to congratulate Mr. Cook on his many accomplishments.

DATED this 8th day of October, 2019.

Keith A. Dowdell
Mayor

Sylvia Hicks
City Clerk

Jack L. McLean Jr.
City Manager

RESOLUTION No. 1396-2019

A RESOLUTION GRANTING THE REQUEST OF THE CITY OF QUINCY THE TEMPORARY ROAD CLOSING FOR THE 2019 GADSDEN COUNTY HIGH SCHOOL HOMECOMING PARADE

WHEREAS, the City of Quincy has requested the closing of certain roads for its 2019 Gadsden County High School Homecoming Parade to be held on Friday, October 25th, 2019; and,

WHEREAS, the City of Quincy has determined that said road closings are necessary in order for the 2019 Gadsden County High School Homecoming Parade to take place as planned and that such use will not interfere with the safe and efficient movement of traffic or cause danger to the public.

NOW THEREFORE BE IT RESOLVED by the City Commission of the City of Quincy, Florida, in lawful session assembled, that the city of Quincy does hereby authorize and permit the temporary closing of the following State/County and City Roads; North Madison Street between the intersections of Jefferson Street (Hwy 90) and King Street, North Adams Street between the intersections of Jefferson Street (Hwy 90) and King Street, Washington Street between the intersections of North Madison Street and Ward Street, Monroe Street between the intersections of Jefferson Street (Hwy 90) and Franklin Street, Jackson Street between the intersections of Jefferson Street (Hwy 90) and Franklin Street, Calhoun Street between the intersections of Jefferson Street (Hwy 90) and Franklin Street, and Stewart Street between the intersections of Jefferson Street (Hwy 90) and Franklin Street (Hwy 90). This road closure will be from 3:00p.m. until 7:00p.m. on Friday, October 25th, 2019, for its 2019 Gadsden County High School Homecoming Parade.

PASSED in open session of the City Commission of the City of Quincy, Florida
on the ____ day of _____, A.D., 2019

Keith Dowdell
Presiding Officer of the City Commission of the
City of Quincy, Florida

ATTEST:

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

THE CITY OF QUINCY POLICE DEPARTMENT

121 East Jefferson Street

Quincy, Florida 32351

Phone: (850) 875-7335

Fax: (850) 627-3979

PARADE/EVENT PERMIT

NAME OF ORGANIZATION		PERSON IN CHARGE		DATE	
City Of Quincy Florida		Lt. Eugene Monroe Jr		09/18/2019	
ADDRESS OF ORGANIZATION				TELEPHONE NUMBER	
121 E. Jefferson St. Quincy FL 32351				850-627-7111	
TITLE OF EVENT					
2019 Gadsden County High School Homecoming Parade					
DATE OF EVENT:	ALTERNATE DATE:	START TIME	DURATION OF EVENT	ENDING TIME	
10/25/2019		3:00pm	4 hours	7:00pm	
EVENT LOCATION OR PARADE ROUTE: (if Permit is for parade, attach map indicating route, starting point and ending point.) :					
The Parade will start at Stewart Street and Washington St and travel East to North Adams St. The Parade will end at North Adams St. and Washington St.					
SPECIAL CONDITIONS OR NEEDS: (Any applicable rental fees, clean up fees, Utility fees, or other services required must be approved by the City Manager prior to permit approval.)					
LIABILITY INSURANCE IN THE AMOUNT OF \$1,000,000.00 LISTING THE CITY OF QUINCY AS AN ADDITIONAL INSURED, WITH A HOLD HARMLESS AGREEMENT, MUST BE OBTAINED AND ATTACHED TO PERMIT.					
Insurance and Agreement Attached: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>					
Parade / Event Permit: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <u>John H. Leap, Chief</u>					
Parade / Event Permit: <input type="checkbox"/> Approved <input type="checkbox"/> Denied _____					
FDOT Permit: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> N/A					
COMMENTS: <u>The police Dept. will seek permission from FDOT to close N. Adams st., after the commission approval</u>					

CITY OF QUINCY
INDEMNIFICATION AND HOLD HARMLESS

WHERE AS, The Gadsden High School has requested the CITY OF QUINCY, FLORIDA, to permit the temporary road closing of certain city streets for the 2019 Gadsden County High School Homecoming Parade to be held on Friday, October 25, 2019 from 4pm ending promptly at 6:00 pm, and

WHERE AS, in order for such temporary closure to take place, the CITY OF QUINCY, FLORIDA, requires that the requesting party agrees to certain conditions and by the City's policy for such event including entering into this Hold Harmless Agreement.

NOW THEREFORE, THIS INDENTURE, made and entered into this 25th day of October, A.D. 2019, by and between the Gadsden County High School, hereinafter call the PERMITEE, and the CITY OF QUINCY,, 404 West Jefferson Street, Quincy, Florida, 32351-2328.

WITNESSETH:

That for and in consideration of the CITY OF QUINCY, FLORIDA, granting certain city streets, the PERMITEE does hereby agree as follows, to wit:

That the **PERMITEE** will be issued a permit by the CITY OF QUINCY for the 2019 Gadsden High School Homecoming Parade to be held Friday, October 25th, 2019, from 4pm and ending promptly at 6pm.

That the **PERMITEE** will assume all responsibility for any liability claims arising from or based upon all activities connected with the 2019 Gadsden County High School Homecoming Parade, and the expenses arising in any manner as a result of the aforementioned event.

That the **PERMITEE** will purchase at its own expense liability insurance providing special events coverage for the limits of at least \$1,000,000 and showing the CITY OF QUINCY as an additional named insured, and a copy of said policy shall be provided to the CITY OF QUINCY prior to such event.

That the **PERMITEE** will indemnify and hold the CITY OF QUINCY harmless and against all claims, losses, injuries, damages, liabilities, or of nature, which may arise out of result from the 2019 Gadsden County High School Homecoming Parade.

That the **PERMITEE** will not authorize or permit any commercial use of the roadways involved or temporarily closed for the 2019 Gadsden County High School Homecoming Parade.

IN WITNESS WHEREOF, the parties hereto have affixed their hands and signed and sealed this ____ day of _____, A.D. 2019.

For the event:

Signature

Print Name

For the CITY OF QUINCY:

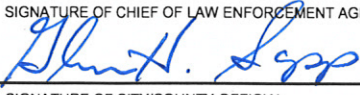
Signature

Print Name

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
REQUEST FOR TEMPORARY CLOSING/SPECIAL USE OF STATE ROAD

850-040-65
MAINTENANCE
03/06
Page 1 of 2

- Instructions: 1. Obtain signatures of local law enforcement and city/county officials.
2. This form must be submitted by the local governmental authority to FDOT to obtain written approval. Allow adequate time for the review.
3. Attach any necessary maps or supporting documents.

NAME OF ORGANIZATION Gadsden County High School		PERSON IN CHARGE Lt. Eugene Monroe Jr		DATE 10/25/19
ADDRESS OF ORGANIZATION 27001 Blue Star Memorial Hwy., Havana, Florida 32333			TELEPHONE NUMBER 850-544-2335	
TITLE OF EVENT 2019 Gadsden County High School Homecoming Parade				
DATE OF EVENT 10/25/19	STARTING TIME OF EVENT 3:00 pm	DURATION OF EVENT (APPROX.) 4 hours	ACTUAL CLOSING TIME (INCLUDING SETTING UP BARRIERS, ETC.) 7:00 pm	
PROPOSED ROUTE (INCLUDE STATE ROAD NUMBER, SPECIFIC LOCATION, ETC. - INCLUDE MAPS) SEE ATTACHED MAP				
DETOUR ROUTE (INCLUDE ALTERNATE ROUTES - INCLUDE MAPS) SEE ATTACHED MAP				
NAME OF DEPT. RESPONSIBLE FOR TRAFFIC CONTROL, ETC- (CITY POLICE, SHERIFFS DEPT., FLORIDA HWY. PATROL, ETC.)(INCLUDE PRECINCT NO.) Quincy Police Department				
SPECIAL CONDITIONS				
THIS SECTION IS TO BE COMPLETED WHEN PERMITTING SPECIAL USE OF A STATE ROAD FOR FILMING				
LICENSED PYROTECHNICS OPERATOR _____ LICENSE NO. _____				
APPROVAL OF LOCAL FIRE DEPARTMENT _____				
LIABILITY INSURANCE CARRIER _____ POLICY EFFECTIVE DATE _____				
COVERAGE AMOUNT _____ (\$1,000,000 MINIMUM)				
LENGTH OF COVERAGE _____ DAYS				
FEDERAL AVIATION ADMINISTRATION APPROVAL FOR LOW FLYING FILMING _____				
ADDITIONAL LIABILITY INSURANCE AMOUNT _____ (\$5,000,000 MINIMUM)				
TYPED NAME AND TITLE (INCLUDE BADGE NO IF APPROPRIATE) Glen Sapp, Chief of Police		SIGNATURE OF CHIEF OF LAW ENFORCEMENT AGENCY 		DATE SIGNED 10/3/19
TYPED NAME AND TITLE OF CITY/COUNTY OFFICIAL Keith Dowdell, Mayor		SIGNATURE OF CITY/COUNTY OFFICIAL		DATE SIGNED

TEMPORARY CLOSING OF STATE ROAD PERMIT

Date: 10-3-19

Permit No. _____

Governmental Entity

Approving Local Government	<u>CITY OF QUINCY</u>	Contact Person	<u>LT. EUGENE MONTAGNA</u>
Address	<u>121 E. JEFFERSON ST., QUINCY, FL 32351</u>		
Telephone	<u>950 544 2335</u>	Email	<u>emontag@myquincy.net</u>

Organization Requesting Special Event

Name of Organization	<u>BRADSHAW COUNTY HIGH SCHOOL</u>	Contact Person	<u>SUNJA WILSON LEWIS</u>
Address	<u>2700 BLUE STAR MEMORIAL HWY, HAVANA, FL 32399</u>		
Telephone	<u>662-2300 EXT 2124</u>	Email	<u>lewissunja@gmail.com</u>

Description of Special Event

Event Title	<u>2019 GARDEN HIGH SCHOOL HOMEcoming</u>	Date of Event	<u>10-3-19</u>
Start Time	<u>3PM</u>	End Time	<u>7PM</u>
Event Route (attach map)	<u>PLEASE SEE MAP</u>		
Detour Route (attach map)	<u>PLEASE SEE MAP</u>		

Law Enforcement Agency Responsible for Traffic Control

Name of Agency	<u>QUINCY POLICE DEPARTMENT</u>
----------------	---------------------------------

US Coast Guard Approval for Controlling Movable Bridge

Not Applicable	<input checked="" type="checkbox"/>
Copy of USCG Approval Letter Attached	<input type="checkbox"/>
Bridge Location	_____

The Permittee will assume all risk of and indemnify, defend and save harmless the State of Florida and the FDOT from and against any and all loss, damage, cost or expense arising in any manner on account of the exercise of this event.

The Permittee shall be responsible to maintain the portion of the state road it occupies for the duration of this event, free of litter and providing a safe environment to the public.

Signatures of Authorization

Event Coordinator	<u>LT. EUGENE MONTAGNA</u>	Signature	<u>[Signature]</u>	Date	<u>10-3-19</u>
Law Enforcement Name/Title	<u>Chief Glenn Sapp</u>	Signature	<u>[Signature]</u>	Date	<u>10/3/19</u>
Government Official Name/Title	_____	Signature	_____	Date	_____

FDOT Special Conditions

FDOT Authorization

Name/Title	_____	Signature	_____	Date	_____
------------	-------	-----------	-------	------	-------

CERTIFICATE OF COVERAGE

Certificate Holder

City of Quincy
404 West Jefferson
Quincy, FL 32351

Administrator

Issue Date 9/19/19

Florida League of Cities, Inc.
Department of Insurance and Financial Services
P.O. Box 530065
Orlando, Florida 32853-0065

COVERAGES

THIS IS TO CERTIFY THAT THE AGREEMENT BELOW HAS BEEN ISSUED TO THE DESIGNATED MEMBER FOR THE COVERAGE PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE COVERAGE AFFORDED BY THE AGREEMENT DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH AGREEMENT

COVERAGE PROVIDED BY:

FLORIDA MUNICIPAL INSURANCE TRUST

AGREEMENT NUMBER: FMIT 0857

COVERAGE PERIOD: FROM 10/1/19

COVERAGE PERIOD: TO 10/1/20 12:01 AM STANDARD TIME

TYPE OF COVERAGE - LIABILITY

General Liability

- Comprehensive General Liability, Bodily Injury, Property Damage, Personal Injury and Advertising Injury
- Errors and Omissions Liability
- Employment Practices Liability
- Employee Benefits Program Administration Liability
- Medical Attendants'/Medical Directors' Malpractice Liability
- Broad Form Property Damage
- Law Enforcement Liability
- Underground, Explosion & Collapse Hazard

Limits of Liability

* Combined Single Limit
Deductible Stoploss \$25,000

Automobile Liability

- All owned Autos (Private Passenger)
- All owned Autos (Other than Private Passenger)
- Hired Autos
- Non-Owned Autos

Limits of Liability

* Combined Single Limit
Deductible N/A

TYPE OF COVERAGE - PROPERTY

- | | |
|---|---|
| <input type="checkbox"/> Buildings | <input type="checkbox"/> Miscellaneous |
| <input type="checkbox"/> Basic Form | <input type="checkbox"/> Inland Marine |
| <input type="checkbox"/> Special Form | <input type="checkbox"/> Electronic Data Processing |
| <input type="checkbox"/> Personal Property | <input type="checkbox"/> Bond |
| <input type="checkbox"/> Basic Form | |
| <input type="checkbox"/> Special Form | |
| <input type="checkbox"/> Agreed Amount | |
| <input type="checkbox"/> Deductible N/A | |
| <input type="checkbox"/> Coinsurance N/A | |
| <input type="checkbox"/> Blanket | |
| <input type="checkbox"/> Specific | |
| <input type="checkbox"/> Replacement Cost | |
| <input type="checkbox"/> Actual Cash Value | |

Limits of Liability on File with Administrator

TYPE OF COVERAGE - WORKERS' COMPENSATION

- Statutory Workers' Compensation
- Employers Liability
 - \$1,000,000 Each Accident
 - \$1,000,000 By Disease
 - \$1,000,000 Aggregate By Disease
- Deductible N/A
- SIR Deductible N/A

Automobile/Equipment - Deductible

- Physical Damage N/A - Comprehensive - Auto N/A - Collision - Auto N/A - Miscellaneous Equipment

Other

* The limit of liability is \$200,000 Bodily Injury and/or Property Damage per person or \$300,000 Bodily Injury and/or Property Damage per occurrence. These specific limits of liability are increased to \$1,000,000 (combined single limit) per occurrence, solely for any liability resulting from entry of a claims bill pursuant to Section 768.28 (5) Florida Statutes or liability/settlement for which no claims bill has been filed or liability imposed pursuant to Federal Law or actions outside the State of Florida.

Description of Operations/Locations/Vehicles/Special Items

RE: Coverage Verification - Gadsden County High School Homecoming Parade on October 25, 2019.

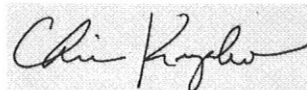
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE AGREEMENT ABOVE.

Designated Member

The School Board of Gadsden County
35 Martin Luther King Jr. Boulevard
Quincy FL 32351

Cancellations

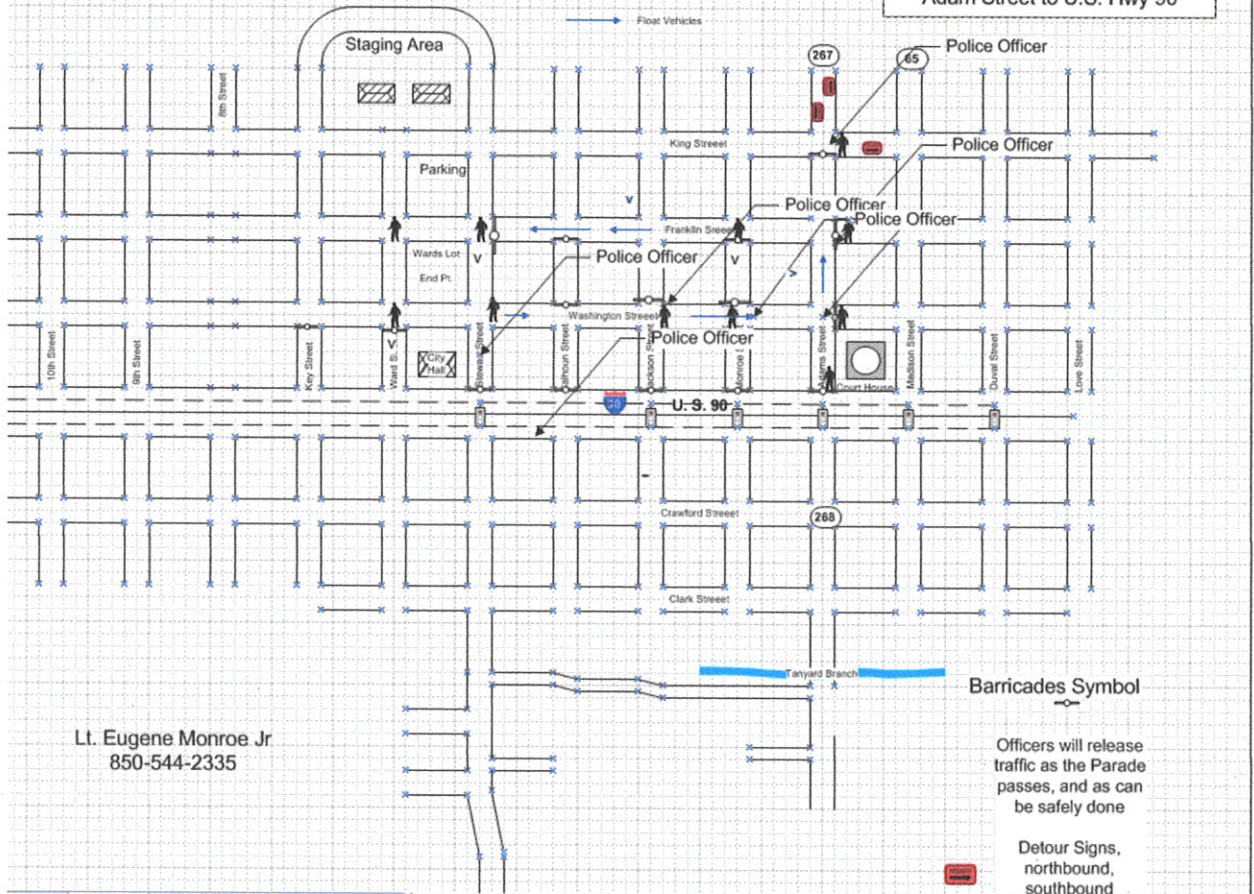
SHOULD ANY PART OF THE ABOVE DESCRIBED AGREEMENT BE CANCELED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 45 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED ABOVE, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE PROGRAM, ITS AGENTS OR REPRESENTATIVES.



AUTHORIZED REPRESENTATIVE

2019 Gadsden County High School Parade
October 25, 2019
3:00 P.M. until 7:00 P.M.

Detour Signs placed on N. Adams St. to East on King St. to South on Adam Street to U.S. Hwy 90



Lt. Eugene Monroe Jr
 850-544-2335

Barricades Symbol

Officers will release traffic as the Parade passes, and as can be safely done

Detour Signs, northbound, southbound

RESOLUTION No. 1397-2019

A RESOLUTION GRANTING THE REQUEST OF UNITED GADSDEN FOR THE TEMPORARY ROAD CLOSING FOR THE 2019 TRUNK AND TREAT

WHEREAS, United Gadsden has requested the closing of certain roads for its 2019 Trunk and Treat to be held on Thursday, 10/31/2019.

WHEREAS, United Gadsden has determined that said road closings are necessary in order for the 2019 Trunk and Treat event to take place as planned and that such use will not interfere with the safe and efficient movement of traffic or cause danger to the public.

NOW THEREFORE BE IT RESOLVED by the City Commission of the City of Quincy, Florida, in lawful session assembled, that the city of Quincy does hereby authorize and permit the temporary closing of the following City Roads; North Stewart Street between the intersections of King Street and Washington Street, North Ward Street between the intersections of King Street and Washington Street, Washington Street between North Ward Street and North Stewart Street, Franklin Street between North Ward Street and North Stewart Street. The event will begin on Thursday October 31st, 2019 from 4:00 p.m. until 8:30p.m.

PASSED in open session of the City Commission of the City of Quincy, Florida on the ____ day of _____, A.D., 2019

Mayor


Presiding Officer of the City Commission of the
City of Quincy, Florida

ATTEST: _____
Sylvia Hicks
Clerk of City of Quincy and
Clerk of the City Commission thereof

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
REQUEST FOR TEMPORARY CLOSING/SPECIAL USE OF STATE ROAD

850-040-65
 MAINTENANCE
 03/06
 Page 1 of 2

- Instructions: 1. Obtain signatures of local law enforcement and city/county officials.
 2. This form must be submitted by the local governmental authority to FDOT to obtain written approval. Allow adequate time for the review.
 3. Attach any necessary maps or supporting documents.

NAME OF ORGANIZATION City of Quincy, Florida Main Street		PERSON IN CHARGE Lt. Eugene Monroe Jr		DATE 10/2/19
ADDRESS OF ORGANIZATION 121 E. Jefferson Street Quincy, Florida 32351			TELEPHONE NUMBER (850)544-2335	
TITLE OF EVENT 2019 Trunk or Treat				
DATE OF EVENT 10/31/19	STARTING TIME OF EVENT 4:00 P.M.	DURATION OF EVENT (APPROX.) 4 1/2 hours	ACTUAL CLOSING TIME (INCLUDING SETTING UP BARRIERS, ETC.) 8:00 P.M.	
PROPOSED ROUTE (INCLUDE STATE ROAD NUMBER, SPECIFIC LOCATION, ETC. - INCLUDE MAPS) SEE ATTACHED MAP				
DETOUR ROUTE (INCLUDE ALTERNATE ROUTES - INCLUDE MAPS) SEE ATTACHED MAP				
NAME OF DEPT. RESPONSIBLE FOR TRAFFIC CONTROL, ETC- (CITY POLICE, SHERIFFS DEPT., FLORIDA HWY. PATROL, ETC.)(INCLUDE PRECINCT NO.) CITY OF QUINCY POLICE DEPARTMENT				
SPECIAL CONDITIONS NONE				
THIS SECTION IS TO BE COMPLETED WHEN PERMITTING SPECIAL USE OF A STATE ROAD FOR FILMING				
LICENSED PYROTECHNICS OPERATOR _____ LICENSE NO. _____				
APPROVAL OF LOCAL FIRE DEPARTMENT _____				
LIABILITY INSURANCE CARRIER _____ POLICY EFFECTIVE DATE _____				
COVERAGE AMOUNT _____ (\$1,000,000 MINIMUM)				
LENGTH OF COVERAGE _____ DAYS				
FEDERAL AVIATION ADMINISTRATION APPROVAL FOR LOW FLYING FILMING _____				
ADDITIONAL LIABILITY INSURANCE AMOUNT _____ (\$5,000,000 MINIMUM)				
TYPED NAME AND TITLE (INCLUDE BADGE NO IF APPROPRIATE) Glenn Sapp, Chief of Police		SIGNATURE OF CHIEF OF LAW ENFORCEMENT AGENCY 		DATE SIGNED 10/3/19
TYPED NAME AND TITLE OF CITY/COUNTY OFFICIAL Keith Dowdell, Mayor		SIGNATURE OF CITY/COUNTY OFFICIAL		DATE SIGNED

THE CITY OF QUINCY POLICE DEPARTMENT

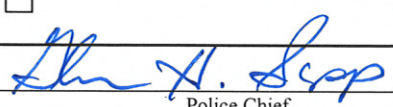
121 East Jefferson Street

Quincy, Florida 32351

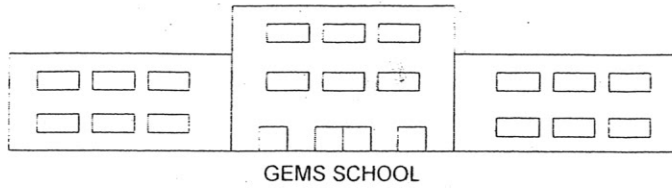
Phone: (850) 875-7335

Fax: (850) 627-3979

PARADE/EVENT PERMIT

NAME OF ORGANIZATION		PERSON IN CHARGE		DATE	
CITY OF QUINCY		Lt. Eugene Monroe Jr		10/31/2019	
ADDRESS OF ORGANIZATION				TELEPHONE NUMBER	
121 EAST JEFFERSON STREEET, QUINCY, FLORIDA 32351				850-544-2335	
TITLE OF EVENT					
2019 Trunk or Treat					
DATE OF EVENT:	ALTERNATE DATE:	START TIME	DURATION OF EVENT	ENDING TIME	
10/31/2019		4PM	4 1/2 HRS	8:30PM	
EVENT LOCATION OR PARADE ROUTE: (if Permit is for parade, attach map indicating route, starting point and ending point.) :					
King Street will be closed from Stewart Street west towards the railroad crossing tracks. The tracks will not be closed.					
Franklin Street will be closed between Stewart Street and Ward Street. Washington Street will be closed between Stewart Street and Ward Street.					
SPECIAL CONDITIONS OR NEEDS: (Any applicable rental fees, clean up fees, Utility fees, or other services required must be approved by the City Manager prior to permit approval.)					
LIABILITY INSURANCE IN THE AMOUNT OF \$1000,000.00 LISTING THE CITY OF QUINCY AS AN ADDITIONAL INSURED, WITH A HOLD HARMLESS AGREEMENT, MUST BE OBTAINED AND ATTACHED TO PERMIT.					
Insurance and Agreement Attached: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>					
Parade / Event Permit: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied		 Police Chief			
Parade / Event Permit: <input type="checkbox"/> Approved <input type="checkbox"/> Denied		_____ Mayor			
FDOT Permit: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> N/A					
COMMENTS: _____					

2019 TRUNK AND TREAT



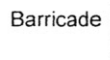
GEMS SCHOOL



King St Parking

King St Parking

King St Parki



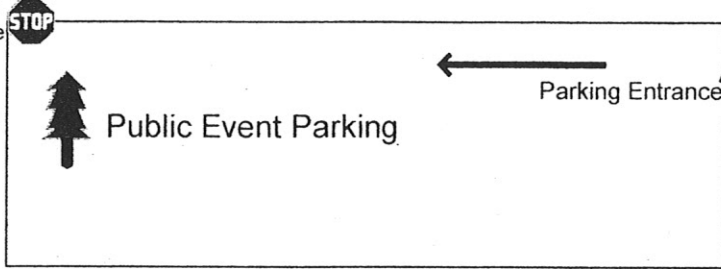
King St



King St



Ward St



Parking Entrance

Stewart St



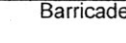
House



House



Franklin St



Police Vehicle



Trunk And Treat Event



Stewart St

Franklin St

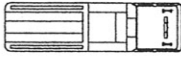


House

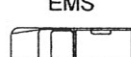


House

Participants Entrance



Fire Truck



EMS



Ward's Lot

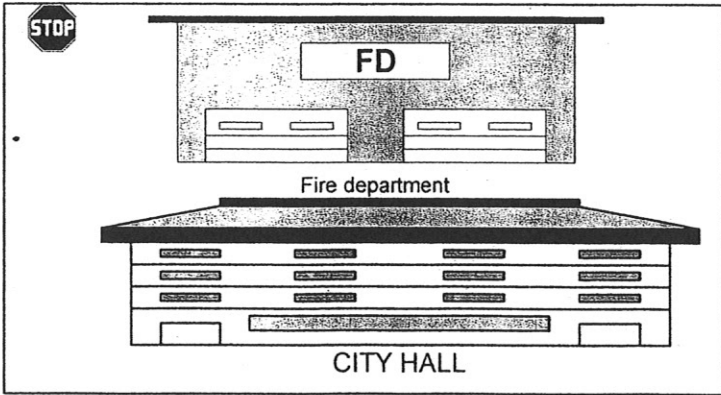
Washington St



Washington St



Ward St



FD

Fire department

CITY HALL



Stewart St



US HWY 90

**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

MEETING DATE: October 8, 2019

DATE OF REQUEST: October 3, 2019

TO: Honorable Mayor and Members of the City Commission

FROM: Jack L. McLean Jr., City Manager
Curtis Bridges, Fire Chief

SUBJECT: Fire Prevention Open House

Statement of Issue:

In commemoration of National Fire Prevention Month, The Quincy Fire Department will be hosting a Fire Prevention Open House on October 17, 2019. This event will be an opportunity to educate the community on how to prevent harmful fires and ways to survive them when they do occur.

Background:

Fire Prevention Week is the longest running public health and safety observance on record. The first Presidential Proclamation was made in 1925 by President Calvin Coolidge. Fire Prevention Week is observed each year during the week of October 9th in commemoration of the Great Chicago Fire of 1871.

Conclusion:

During Fire Prevention Week, firefighters provide life-saving public education in an effort to drastically decrease casualties caused by fire. This year's theme is "Not Every Hero Wears A Cape. Plan and Practice Your Escape." It recognizes the everyday people who motivate their household to develop and practice a home fire escape plan. These seemingly basic behaviors can have a life-saving impact.



Quincy Fire Department

20 N. Stewart Street

FIRE PREVENTION OPEN HOUSE



Thursday,
October 17, 2019
5:00 – 7:00 p.m.

- Meet your local firefighters!
- Tour the fire station!
- See the fire engines!
- Fire Prevention Giveaways!
- Free: Hotdogs, Chips, and Drinks!

Participating Organizations:

Gadsden Emergency Medical Services

Quincy Police Department

Florida Forestry

The State Fire Marshal's office



CALL
850-875-7315
FOR MORE
INFO

Please Come Join Us!

**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

MEETING DATE: **October 8, 2019**

DATE OF REQUEST: **October 4, 2019**

TO: **Honorable Mayor and Members of the City Commission**

FROM: **Jack L. McLean Jr., City Manager
Dr. Beverly A. Nash, Grant Writer**

SUBJECT: **Office of the Governor, Florida Division of Emergency
Management, Hurricane Michael Hurricane State Recovery
Grant Program**

Statement of Issue:

The Florida Budget FY 2019-2020 Specific Appropriation 2645A provided for hurricane repair and recovery related to Hurricane Michael for projects that have insufficient federal, private funds or insurance proceeds available. The Executive Office of the Governor, Florida Division of Emergency Management, under the specific appropriation, is authorized to request budget amendments up to \$25 million in funding pursuant to Chapter 215, Florida Statutes and to provide resources to fund mitigation of local and county revenue losses and operating deficits, infrastructure repairs and replacements, beach re-nourishment, and debris removal.

The Division sent out a notice of funding opportunity to local and county governments, school boards and charter schools for proposed projects at least \$500,000, not to exceed \$10 million. The proposed funding application consisted of the following items:

- detailed scope of work, including timeline for project completion,
- overall cost for the project,
- line-by-line expense listing,
- narrative and/or data on impacts to the community.
- existing procurement and insurance policies,
- projected revenue losses and operating deficits for FY 2019-2020,
- income statements for the last three fiscal years, and
- methodology and supporting documentation for projections.

All proposals were due: October 8, 2019 by the end of the business day. The funding opportunity is competitive. Proposal scoring will be based on the following: benefits to the local

community, region and state, functioning as critical infrastructure and public need for service and/or structure. Each criteria will be weighted equally.

Background:

The City of Quincy submitted a funding application in the categories of local revenue loss, local operating deficit and infrastructure repairs and replacements.

Funding Requested

Funding Requested - Reimbursement	Amount	Total
Local Revenue Loss	\$560,908.00	
Local Operating Deficit	\$1,168,340.00	
Total Requested for Reimbursement Costs		\$1,729,248.00

Funding Requested - Multi-Projects

Funding Requested	Project	Location	Cost	Total Cost
Infrastructure Repair and/or Replacement	Project 1	North Substation	\$3,668,105.84	
Infrastructure Repair and/or Replacement	Project 2	South Substation	\$2,953,000.00	
Infrastructure Repair and/or Replacement	Project 3	South Substation	\$1,477,000.00	
Infrastructure Repair and/or Replacement	Project 4	Lift Station Redundancy (Locations: Key and Virginia Streets)	\$150,000.00	
Total Funding Requested for Multi-Projects				\$8,248,105.84

Grand Total for all Funding Requested = \$9,977,353.84

The funding application submitted provided an extensive executive summary and component narrative on the damaging effects of Hurricane Michael on the City of Quincy’s electric territory, including its commercial and residential customers. The proposed project descriptions are as follows:

1. Project 1 - The construction of a dedicated trunk line that will serve Trulieve Cannabis Corporation, the City of Quincy’s largest electric commercial customer and County/City employer. This line will run from the north substation (1006 North Adams) going south onto State Road 267 to the intersection of King Street to Lillian Springs , then to the east side of Virginia Street covering 15,240 linear feet or 2.9 miles and costing approximately \$3,668,105.84. The benefit of this line is that it will ensures in the event of a hurricane that Trulieve continues to have power and will serve the adjoining neighboring residents. In

addition, it will help establish the backbone for providing underground distribution power lines to residential neighborhoods.

2. Project 2 - The construction the emergency underground trunk line from the south substation to Martin Luther King Jr. Blvd to the intersection of Orlando continuing south to Dade Street, going west to Pat Thomas Parkway and Joe Adams Road which will tie into the City's solar array facility on Joe Adams Street. This will involve approximately 12,308 linear feet or 2.33 miles at a cost of \$2,953,000.00. The benefit of this underground trunk line is to reduce the vulnerability of the major employers on this side of town, and major commercial companies, like Walmart Supercenter and Supervalu, Inc. In addition, it will mitigate the disruptions caused by fallen trees in the event of a hurricane, as well as, disruptions caused by animals.
3. Project 3 - The construction of the underground trunk line that will run from the south substation through Martin Luther King Jr. Blvd. going east to Adams Street to Crawford Street to Duvall Street and Washington Street, covering about 6,157 linear feet or 1.177 miles and will cost 1,477,000.00. The benefit of this underground trunk line is to ensure electric power to the City of Quincy Police Department, Gadsden County Sherriff's Department, Gadsden County Court House, and the City of Quincy City Hall and to harden the County's Emergency Operations Center (EOC).
4. Project 4 - Eleven thousands, one hundred and twenty (11,120) residents and 900 small, commercial and industrial businesses within the City electric system's twenty-two (22) square mile territory, were without power, some of whom were adversely affect by sewer spills at two key locations, Key and Virginia Streets. Cost of proposed project = \$150,000.00.

City Commission Action Needed:

Options:

- Option 1: Vote to approve the authorization of the Mayor and/or City Manager to sign the proposed funding opportunity, if funding is awarded.
- Option 2: Vote to deny the authorization of the Mayor and/or City Manager to sign the proposed funding opportunity, if funding is awarded.

Attachment:

- Exhibit A: Hurricane Michael Hurricane State Recovery Grant Program, Notice of Funding Opportunity 1.1



Hurricane Michael Hurricane State Recovery
Grant Program
Notice of Funding Opportunity
1.1

OVERVIEW

The Florida Division of Emergency Management, through the Bureau of Recovery, will implement the funds in Specific Appropriation 2645A (Fla. Budget FY 2019-2020), provided for hurricane repair and recovery related to Hurricane Michael for projects that have insufficient federal funds, private funds, or insurance proceeds available. The Executive Office of the Governor, Division of Emergency Management is authorized to request budget amendments up to \$25 million requesting release of funds pursuant to Chapter 215, Florida Statutes, to provide resources to fund mitigation of local and county revenue losses and operating deficit; infrastructure repair and replacement; beach renourishment; and debris removal.

AUTHORITY

- **Chapter 252**
Florida Statutes, Chapter 252 (Emergency Management).
<http://www.leg.state.fl.us/statutes/>

- **Chapter 215**
Florida Statutes, Chapter 215 (Financial Matters).
<http://www.leg.state.fl.us/statutes/>

Who Can Apply?

Eligible Applicants for this grant program include:

- Local Government;
- County Government;
- School Boards; and
- Charter Schools.

What Is the Grant For?

Assistance for applicants who experienced loss due to Hurricane Michael. The allowable costs under the Hurricane Michael State Recovery Grant Program are:

- Local or County Operating Deficits and/or Local or County Revenue Loss;
 - Sources of revenue include, but are not limited to taxes, intergovernmental revenues, charges for services, licenses, and permits
 - An operating deficit occurs when total operating expenses incurred exceeds the amount of operating revenue.
- Infrastructure (Building, Road, Bridge, etc.) Repair and/or Replacement;
- Beach Renourishment/Recreational Facilities; and

- Debris Removal.

Activities that are not included above will not be allowable.

For any questions on activities that are allowable under this grant, please email:

FDEM.StateGrant@em.myflorida.com.

How Much Can My Entity Ask For?

Proposed projects under this program must be at least **\$500,000.00**, not to exceed \$10 million. Each proposal must be in line with the allowable activities of the program in order to be considered for funding.

How Do I Apply?

Eligible applicants interested in applying for this program must submit a proposal. The proposal must detail the project for which the applicant intends to use the grant funds. The project must be for an eligible activity as outlined above.

The proposal must have the following components:

- Point of Contact for Project;
- Detailed Scope of Work including a timeline for project completion;
- Overall Cost for the Project;
- Line-By-Line Expense Listing;
- Narrative or Data on Impacts to the Community;
- Existing Procurement Policy, if applicable;
- Bids, Tabulations, Advertisements, etc. related to any procurement for services or commodities needed to perform the proposed project, if applicable;
- Existing Insurance Policy, if applicable;
- Proof that project is ineligible for FEMA Public Assistance (PA) Funding; and
- Signed letter certifying that the proposed project is not eligible for insurance proceeds or FEMA PA Funding;
- Projected revenue losses and operating deficits for the applicant's 2019/2020 fiscal year;
- Methodology and supporting documentation for these projections; and
- Applicant's Income Statements from last three fiscal years.

Proposals must be emailed to the Division at: FDEM.StateGrant@em.myflorida.com no later than end of day on **October 8, 2019**. Any proposal submitted after the deadline will not be considered for review and funding. It is the responsibility of the applicant to ensure that a complete proposal is submitted before the deadline. Before submitting your proposal please check it for completeness, accuracy, quality and readability. This should include verifying that all graphic elements, including tables, charts, and images are converted properly when saving original documents in PDF format as recommended.

PROJECT SELECTION

A 4-person panel will evaluate each proposal submitted. Each proposal submitted by the deadline **October 8, 2019**, will receive an administrative review to verify the following:

- Applicant Eligibility
- Eligible Activities

If either of the above two criteria is not met, the proposal will be ineligible for this grant program and the project will not be considered for funding.

Each reviewer on the panel will rate all proposals for overall impact in the following areas:

- Benefit to the Local Community
- Benefit to the Region
- Benefit to the State
- Functioning as Critical Infrastructure
- Public Need for Service/Structure

Each of the above criteria will be weighted equally.

Once the evaluation panel has finished its review, the panel will make a recommendation to the Division Director. All funding decisions of the Director are final and may include projects not recommended by the panel.

The applicant will receive written notification via email of the funding decision. All awards in response to this funding opportunity are subject to the availability of funds and spending authority provided by the Florida Legislature. After awards are made, each applicant must sign a funding agreement as part of the grant award process.

Contact Us

Kimberly Schoffel

Grant Manager

Kim.Schoffel@em.myflorida.com

Jennifer Drake

Grant Supervisor

Jennifer.Drake@em.myflorida.com

Melissa Shirah

Deputy Bureau Chief of Recovery

Melissa.Shirah@em.myflorida.com

Amanda Campen

Bureau Chief of Recovery

Amanda.Campen@em.myflorida.com

Kevin Guthrie

Division Deputy Director

Kevin.Guthrie@em.myflorida.com

Jared Moskowitz

Division Director

Jared.Moskowitz@em.myflorida.com