

6:30 P.M. Community Redevelopment Agency Meeting

AGENDA
CITY OF LAKE CITY
City Council Regular Session
January 21, 2014
7:00 P.M. at City Hall

PLEDGE OF ALLEGIANCE

INVOCATION - Council Member George Ward

1. **ROLL CALL**

2. **PROCLAMATIONS**

None

3. **MINUTES**

- A. Workshop-November 18, 2013
- B. Regular Session-December 2, 2013
- C. Regular Session-December 16, 2013

4. **APPROVAL OF AGENDA**

5. **APPROVAL OF CONSENT AGENDA**

- A. Approval to transfer \$4,500.00 from Account No. 522.30-52 (Operating Supplies) to Account No. 522.60-64 (Capital Expense Machinery and Equipment) for firefighting related clothing.
- B. Approval to award Bid ITB-008-2014 for Pipe, Pipe Fittings & Fire Hydrants to Ferguson Waterworks and Consolidated Pipe & Supply for a total of \$83,111.60. By splitting the award, the City saves \$6,129.00.

6. **PERSONS WISHING TO ADDRESS COUNCIL**

7. **PERSONS WISHING TO APPEAR THAT ARE NOT ON THE AGENDA**

8. **OLD BUSINESS**

Open Public Hearing

- A. ORDINANCES:

1. Ordinance No. 2013-2043 (final reading and adoption), if enacted, will amend Section 2-48, Subsection C.1. of Chapter 2 of Article II of the City Code with respect to the Community Redevelopment Advisory Committee ("CRAC") to increase its membership by providing for the appointment of a member designated by the Columbia County Board of County Commissioners and a member designated by the Lake City Columbia County Chamber of Commerce, Inc.

Close Public Hearing

B. ADOPTION OF ORDINANCES:

1. Ordinance No. 2013-2043 (final reading and adoption)

9. NEW BUSINESS

A. RESOLUTIONS:

1. City Council Resolution No. 2014-001, if adopted, will appoint Laura Reissener to serve as a Fund Member on the Board of Trustees of the General City Employees Retirement Plan as provided for and required by Ordinance No. 2007-1098 for a term commencing January 22, 2014 and terminating at midnight, September 30, 2015.
2. City Council Resolution No. 2014-002, if adopted, will authorize the City to enter into an amendment to its Service Agreement with Everbridge, Inc., previously authorized by City Council Resolution No. 2011-011 relating to Everbridge providing City with access to service utilizing the software, applications and services that comprise the Everbridge Mass Communication System (the "System") for delivery of messages to multiple members via multiple communication paths and for processing responses thereto at an annual charge of \$13,034.00.
3. City Council Resolution No. 2014-003, if adopted, will authorize the City to lease space within the City's Public Safety Building to Lifeguard Ambulance Service of Florida, LLC. for a term commencing February 1, 2014, and terminating January 31, 2021, to house

Lifeguard's ambulances and for operating emergency and non-emergency medical services under the terms and conditions and in accordance with the provisions of contract between Columbia County, City, and Lifeguard effective July 1, 2011.

4. City Council Resolution No. 2014-004, if adopted, will approve and adopt the Rules of the City Council (SB50) and will authorize all necessary action taken for the implementation of the Rules, including the adoption of Ordinances necessary to amend the City Code to eliminate any conflicts with the existing provisions of the Code and the Rules and to codify the Rules.

10. DEPARTMENTAL ADMINISTRATION

- A. Approve Task Order for Hatch Mott MacDonald to proceed with design, permitting, bid document preparation and bid process to construct a 1.5 MGD Kicklighter Wastewater Treatment Facility (WWTF); and authorize City Engineering and Utilities Staff to proceed with design, permitting and construction of the west side force main reroute to 1.5 MGD Kicklighter WWTF. (Steve Roberts)
- B. Approval to award General Engineering Services Contracts to (1) Tetra Tech, Inc. (2) Hatch Mott MacDonald and (3) Jones Edmunds & Associates; and authorize City Attorney to prepare appropriate service agreements and enabling resolutions for Council approval. (Steve Roberts)

Note: Items "A" and "B" were recommended for Council approval by the Utility Advisory Committee on January 16, 2014.

11. COMMENTS BY COUNCIL MEMBERS

12. ADJOURNMENT

The City Council in and for the citizens of the City of Lake City, Florida, met in Workshop, on November 18, 2013, beginning at 6:00 PM, in the City Council Chambers located at City Hall, 205 North Marion Avenue, Lake City, Florida 32055.

PRESENT:

Mayor/Councilman	Stephen M. Witt
Vice Mayor/Council Member	Eugene Jefferson
City Council	Melinda Moses
	Zack Paulk
	George Ward
City Attorney	Herbert F. Darby
City Manager	Wendell Johnson
Sergeant-at-Arms	Chief Argatha Gilmore - absent
City Clerk	Audrey E. Sikes

1. Call to Order
Mayor Witt called the meeting to order at 6:04 PM.
2. Roll Call
Mayor Witt asked Ms. Sikes to call the roll. Attendance is indicated above.
3. Discuss Rules of the City Council Policy (SB 50)
Members discussed the Policy provided and decided to discuss the draft document page by page. Listed below are the concurred changes:

Section 1:	No change
Section 2:	No change
Section 3:	(c) add disclaimer language, meetings are subject to change
	(d) amend last sentence from "its meetings" to "public meetings"
Section 4:	(a) modify City Clerk to City Manager; Thursday to Friday;
	(b) modify City Clerk to City Manager 3 areas
Section 5:	No change

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- Section 7: No change
- Section 8: (a) modify from "exact motion" to "motions requiring a roll call vote"
- (b) behind "except" insert minutes, agenda, consent agenda shall be by "voice vote"
- Section 9: 5 minutes per person is in conflict with current code. Code will have to be modified to enact this change.
- Section 10: Need to verify City Code relating to time limit
- A(4) change term "must" to "shall"
- C(1)(b) modify City Clerks Office to City Managers Office in three places - verbiage to be cleaned up Managers Office
- Section 11: (e) relating to photo opportunities - Mayor Witt and Mr. Darby will conduct additional research
- Section 12: No change
- Section 14: No change
- Section 15: No change

Mr. Johnson reported the changes discussed would be incorporated into a new draft document. The next meeting to discuss will take approximately 30-45 minutes for review.

4. Adjournment

There being no further business, the meeting adjourned at 7:05 PM on a motion duly made and seconded.

Stephen M. Witt, Mayor

Audrey E. Sikes, City Clerk

The City Council in and for the citizens of the City of Lake City, Florida, met in Regular Session, on December 2, 2013 beginning at 7:00 P.M., in the City Council Chambers, located at City Hall 205 North Marion Avenue, Lake City, Florida.

PLEDGE OF ALLEGIANCE

INVOCATION - Pastor Mike Tatum - Parkview Baptist Church

1. ROLL CALL

- | | |
|---------------------------|------------------|
| Mayor/Councilman | Stephen M. Witt |
| Vice Mayor/Council Member | Eugene Jefferson |
| City Council | Melinda Moses |
| | Zack Paulk |
| | George Ward |
| City Attorney | Herbert F. Darby |
| City Manager | Wendell Johnson |
| Sergeant-at-Arms | Officer Mike Lee |
| City Clerk | Audrey E. Sikes |

2. PROCLAMATIONS

None

3. MINUTES

A. Regular Session - November 4, 2013

Ms. Sikes reported Mr. Ward is incorrectly identified on the November 4, 2013 minutes as the Vice Mayor. Ms. Sikes stated the minutes would be corrected to reflect current Vice Mayor Eugene Jefferson.

Ms. Moses made a motion to approve the November 4, 2013 Regular Session minutes as amended. Mr. Jefferson seconded the motion and the motion carried unanimously on a voice vote.

4. APPROVAL OF AGENDA

Mr. Ward made a motion to approve the agenda as presented. Mr. Paulk seconded the motion and the motion carried unanimously on a voice vote.

5. APPROVAL OF CONSENT AGENDA

- A. Approval to award Bid No. ITB-003-2014 for the annual contract for fuel and delivered diesel to G.W. Hunter, Inc., the sole bidder.
- B. Approve a one-time annual token of appreciation to all City employees in the amount of \$50.00 for part time and those with less than one year of employment and \$100.00 for other full time employees.

Mr. Jefferson made a motion to approve the Consent Agenda consisting of items A - B identified above. Ms. Moses seconded the motion and the motion carried unanimously on a voice vote.

6. PERSONS WISHING TO ADDRESS COUNCIL
None

7. PERSONS WISHING TO APPEAR THAT ARE NOT ON THE AGENDA
None

8. OLD BUSINESS

A. ORDINANCES:

At this time Mayor Witt closed the regular session and opened a public hearing for the purposes of hearing comments on City Council Ordinance No. 2013-2041. City Council Ordinance No. 2013-2041 was read by title. Mayor Witt asked if anyone wanted to be heard on City Council Ordinance No. 2013-2041. No one asked to be heard on City Council Ordinance No. 2013-2041 therefore Mayor Witt closed the public hearing.

B. ADOPTION OF ORDINANCES:

1. Ordinance No. 2013-2041 (final reading and adoption), if adopted, will among other provisions amend the City Code to add a new section Number 86-110.6 to Article III, Chapter 86, for the permanent closing, vacating and abandoning of NW Hammonds Loop (formerly known as Hammonds Circle) according to Hammonds Replat of Lots 5 to 14 inclusive, Block 3 of Pinedale, according to a plat thereof recorded in Plat Book 2, Page 12A, public records of Columbia County, Florida, and for the permanent closing, vacating and abandoning of that portion of an unnamed right-of-way alley lying East of and contiguous to Lots 1 and 2 of Block 3 of Hammonds Replat and West of and contiguous to Lots 1 through 4 of Pinedale Subdivision, a subdivision as per plat thereof recorded in Plat Book 1, Page 30, public records of Columbia County, Florida, which extends from the South boundary right-of-way line of DeSoto Street to the North boundary right-of-way line of Madison Street (collectively the "Vacated Property"); declares the Vacated Property to be surplus to the needs of the City; authorizes the City to convey to Parkview Baptist Church, Incorporated (the "Church") all of the Vacated Property; and reserves easements for utilities over, under and across the South 25' of the Vacated Property. **Mr. Ward made a motion to adopt City Council Ordinance No. 2013-2041 on final reading and enactment relating to the permanent closing, vacating and abandoning of NW Hammonds Loop. Mr. Paulk seconded the motion. A roll call vote was taken and the motion passed.**

Mr. Ward	Aye
Mr. Paulk	Aye
Mr. Jefferson	Aye
Ms. Moses	Aye
Mayor Witt	Aye

9. NEW BUSINESS

A. ORDINANCES:

At this time Mayor Witt closed the regular session and opened a public hearing for the purposes of hearing comments on City Council Ordinance No. 2013-2042. City Council Ordinance No. 2013-2042 was read by title. Mayor Witt asked if anyone wanted to be heard on City Council Ordinance No. 2013-2042. No one asked to be heard on City Council Ordinance No. 2013-2042 therefore Mayor Witt closed the public hearing.

B. ADOPTION OF ORDINANCES:

1. City Council Ordinance No. 2013-2042 (first reading), if adopted, will amend and restate Sections 2-411 through 2-423 of Article X of Chapter 2 of the City Code and provides for the creation of the position of a Special Magistrate for Code Enforcement and retains the Code Enforcement Board. **Ms. Moses made a motion to adopt City Council Ordinance No. 2013-2042 on first reading relating to Chapter 2 of the City Code. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion passed.**

Ms. Moses	Aye
Mr. Jefferson	Aye
Mr. Ward	Aye
Mr. Paulk	Aye
Mayor Witt	Aye

A. RESOLUTIONS:

1. City Council Resolution No. 2013-062, if adopted, confirms the selection of Roger Little made by a majority of the Resident Member and Fund Member Trustees of the Board of Trustees of the General City Employees Retirement Plan to serve as the Fifth Member on the Board of Trustees provided for and required by Ordinance No. 2007-1098. **Mr. Jefferson made a motion to adopt City Council Resolution No. 2013-062 confirming the appointment of Roger Little to the General City Employees Retirement Plan to serve as the Fifth Member on the Board of Trustees. Ms. Moses seconded the motion. A roll call vote was taken and the motion passed.**

Mr. Jefferson Aye
Ms. Moses Aye
Mr. Ward Aye
Mr. Paulk Aye
Mayor Witt Aye

10. DEPARTMENTAL ADMINISTRATION
None

11. COMMENTS BY COUNCIL MEMBERS

Mr. Johnson reported the Council Policy on the Rules of the City Council would be brought back to the Council on December 16, 2013. Mr. Johnson asked members if they had any changes to the document to please let him know.

Mayor Witt reminded members the Christmas Parade would be held on the 14th. Members wishing to ride in the parade are to meet at the Fire Department at 5:00 PM.

Ms. Moses expressed her appreciation to the Chamber of Commerce for a good event (Lighting of the Park).

12. ADJOURNMENT

All matters having been handled, the meeting adjourned at 7:13 PM on a motion made and duly seconded.

Stephen M. Witt, Mayor/Council Member

Audrey E. Sikes, City Clerk

The City Council in and for the citizens of the City of Lake City, Florida, met in Regular Session, on December 16, 2013 beginning at 7:00 P.M., in the City Council Chambers, located at City Hall 205 North Marion Avenue, Lake City, Florida.

PLEDGE OF ALLEGIANCE

INVOCATION - Council Member Zack Paulk

1. ROLL CALL

Mayor/Councilman	Stephen M. Witt
Vice Mayor/Council Member	Eugene Jefferson
City Council	Melinda Moses
	Zack Paulk
	George Ward - absent
City Attorney	Herbert F. Darby
City Manager	Wendell Johnson
Sergeant-at-Arms	Chief Argatha Gilmore - tardy
City Clerk	Audrey E. Sikes

2. PROCLAMATIONS
None

3. MINUTES
A. Regular Session - November 18, 2013

Ms. Moses made a motion to approve the November 18, 2013 Regular Session minutes as presented. Mr. Paulk seconded the motion and the motion carried unanimously on a voice vote.

4. APPROVAL OF AGENDA
Members concurred to make the following amendments to the agenda: add the November 18, 2013 Regular Session minutes; Table item 9A1 City Council Ordinance No 2013-2038 until January 21, 2014; add City Council Resolution No. 2013-065 as item 9C3. **Mr. Paulk made a motion to approve the agenda as amended. Ms. Moses seconded the motion and the motion carried unanimously on a voice vote.**

5. APPROVAL OF CONSENT AGENDA
None

6. PERSONS WISHING TO ADDRESS COUNCIL
A. Mr. John Cole, Career Exploration, Richardson Middle School
Mr. Cole provided a Power Point Presentation relating to the wide variety of programs offerings at Richardson Middle School. Mr. Cole

discussed the Outdoor Classroom and the success stories of mechanics and growing of crops. Mr. Cole discussed his vision on Farm to School hydroponics and Nonessential Grass.

7. PERSONS WISHING TO APPEAR THAT ARE NOT ON THE AGENDA
None

8. OLD BUSINESS

A. ORDINANCES:

At this time Mayor Witt closed the regular session and opened a public hearing for the purposes of hearing comments on City Council Ordinance No. 2013-2042. City Council Ordinance No. 2013-2042 was read by title. Mayor Witt asked if anyone wanted to be heard on City Council Ordinance No. 2013-2042. No one asked to be heard on City Council Ordinance No. 2013-2042 therefore Mayor Witt closed the public hearing.

B. ADOPTION OF ORDINANCES:

1. City Council Ordinance No. 2013-2042 (first reading), if adopted, will amend and restate Sections 2-411 through 2-423 of Article X of Chapter 2 of the City Code and provides for the creation of the position of a Special Magistrate for Code Enforcement and retains the Code Enforcement Board. **Ms. Moses made a motion to adopt City Council Ordinance No. 2013-2042 on first reading relating to Chapter 2 of the City Code. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion passed.**

Ms. Moses	Aye
Mr. Jefferson	Aye
Mr. Paulk	Aye
Mayor Witt	Aye

9. NEW BUSINESS

A. ORDINANCES:

At this time Mayor Witt closed the regular session and opened a public hearing for the purposes of hearing comments on City Council Ordinance No. 2013-2043. City Council Ordinance No. 2013-2043 was read by title. Mayor Witt asked if anyone wanted to be heard on City Council Ordinance No. 2013-2043. No one asked to be heard on City Council Ordinance No. 2013-2043 therefore Mayor Witt closed the public hearing.

B. ADOPTION OF ORDINANCES:

1. Ordinance No. 2013-2043 (first reading), if enacted, will amend Section 2-48, Subsection C.1. of Chapter 2 of Article II of the City Code with respect to the Community Redevelopment Advisory Committee ("CRAC") to increase its

membership by providing for the appointment of a member designated by the Columbia County Board of County Commissioners and a member designated by the Lake City Columbia County Chamber of Commerce, Inc. **Mr. Jefferson made a motion to adopt City Council Ordinance No. 2013-2043 on first reading relating to amending City Code with respect to the Community Redevelopment Advisory Committee providing for the appointment of a member designated by the Columbia County Board of County Commissioners and a member designated by the Lake City Chamber of Commerce. Mr. Paulk seconded the motion. A roll call vote was taken and the motion passed.**

Mr. Jefferson	Aye
Mr. Paulk	Aye
Ms. Moses	Aye
Mayor Witt	Aye

C. RESOLUTIONS:

1. City Council Resolution No. 2013-063, if adopted, will declare certain property owned by the City to be surplus to its needs and authorizes the City to sell such property at a public auction. **Mr. Paulk made a motion to adopt City Council Resolution No. 2013-063 declaring certain property owned by the City to be surplus. The motion also provides authorization for the City to sell such property at a public auction. Ms. Moses seconded the motion. A roll call vote was taken and the motion passed.**

Mr. Paulk	Aye
Ms. Moses	Aye
Mr. Jefferson	Aye
Mayor Witt	Aye

2. City Council Resolution No. 2013-064, if adopted, will find that Mesa Products, Inc. has submitted the best and lowest responsive bid for the installation of one (1) Deep Anode Cathodic Protection System identified in and required by Invitation to Bid ITB 005-2014; and authorizing the City to enter into a contract with Mesa Products, Inc. to perform all of the work required by and in accordance with the bid documents for a lump sum payment of \$39,200.00 with an add/deduct alternate of \$19.50 per foot. **Mr. Paulk made a motion to adopt City Council Resolution No. 2013-064 relating to ITB 005-2014 and authorizing contract with Mesa Products. Ms. Moses seconded the motion. A roll call vote was taken and the motion passed.**

Mr. Paulk Aye
Ms. Moses Aye
Mr. Jefferson Aye
Mayor Witt Aye

3. City Council Resolution No. 2013-065, if adopted, will approve the issuance by the Capital Trust Agency of its Revenue Bonds, for the purpose of financing a Senior Living Facility to be located in the city of Lake City, Florida, and for purposes of section 147(F) of the Internal Revenue Code; providing for other related matters.

Mr. Jefferson made a motion to adopt City Council Resolution No. 2013-065 relating to the issuance by the Capital Trust Agency of its Revenue Bonds. Ms. Moses seconded the motion. A roll call vote was taken and the motion passed.

Mr. Jefferson Aye
Ms. Moses Aye
Mr. Paulk Aye
Mayor Witt Aye

D. Discuss Rules of the Council

Mr. Johnson reported all the changes discussed have been incorporated into the document. Mr. Johnson provided a second draft for consideration. **Ms. Moses made a motion to approve the 2nd Draft of the Rules of the City Council Policy (SB 50). The motion is contingent upon the January 21, 2014 meeting at which time this will be discussed. Mr. Paulk seconded the motion. A roll call vote was taken and the motion passed.**

Ms. Moses Aye
Mr. Paulk Aye
Mr. Jefferson Aye
Mayor Witt Aye

10. DEPARTMENTAL ADMINISTRATION

A. Water and Sewer Impact Fees (Wendell Johnson)

Mr. Johnson proposed waiving the fees for an additional twelve (12) months. Members supported this concept. **Mr. Paulk made a motion to suspend water and sewer impact fees for an additional twelve (12) months. This motion is effective January 1, 2014 through December 31, 2014. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion passed.**

Mr. Paulk Aye
Mr. Jefferson Aye
Ms. Moses Aye
Mayor Witt Aye

B. Wastewater System Improvements (Wendell Johnson)
Mr. Johnson discussed background surrounding the St. Margarets Wastewater Treatment Plant Project ITB-023-2013. Staff recommendation is to reject all bids received pursuant to ITB-023-2013 and reject the recommendation for contract award proposed by Mittauer and Associates Inc. letter dated August 29, 2013. Staff recommends proceeding with construction plans for the Kicklighter Wastewater Treatment Plant and to proceed with the critical component modifications to the St. Margarets Wastewater Treatment Plant. **Ms. Moses made a motion to reject all bids received pursuant to ITB-023-2013 inclusive of recommendation for contract award proposed by Mittauer and Associates. The motion provides authorization to proceed with construction plans for the Kicklighter Plant and to proceed with critical component modifications to the St. Margarets Plant. Mr. Paulk seconded the motion. A roll call vote was taken and the motion passed.**

Ms. Moses	Aye
Mr. Paulk	Aye
Mr. Jefferson	Aye
Mayor Witt	Aye

11. COMMENTS BY COUNCIL MEMBERS

Mr. Johnson reported there would not be a City Council Meeting on January 6, 2013.

12. ADJOURNMENT

All matters having been handled, the meeting adjourned at 7:50 PM on a motion made and duly seconded.

Stephen M. Witt, Mayor/Council Member

Audrey E. Sikes, City Clerk

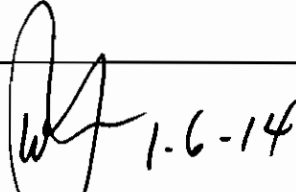
Meeting Date
January 21, 2014

City of Lake City Report to Council

AGENDA	
Section	5
Item No.	A

**SUBJECT: Firefighters
Protective Gear**

DEPT. / OFFICE:

Originator: Frank E. Armijo			
City Manager Wendell Johnson	 1-6-14	Department Director Frank E. Armijo	Date 12/23/13
<p>Recommended Action: To transfer \$ 4,500.00 from Acct. # 522.30-52 Operating Supplies line item (Firefighting related clothing not included under Capital Outlay) over to Acct. # 522.60-64 Capital Expense Machinery and Equipment Line item (fire Gear-4 sets)</p>			
<p>Summary Explanation & Background: Currently Account # 522.60-64 Capital Expense has a budget set amount of \$ 7,000.00 for five (5) sets of Fire Gear. After further inspection of the entire fire department member's fire gear, it was noticed that four (4) more sets of gear do not meet The NFPA 1971 (National Fire Protection Agency) newly adopted 2013 edition: Protective Ensembles for Structural Fire Fighting. Due to the wear and life span of the fire gear and the hazard elements that the fire fighters encounter it is strongly suggested that I replace the gear.</p>			
<p>Alternatives: To purchase the pants and jackets separately over an extended period of time.</p>			
<p>Source of Funds: From the approved 2013-14 budget.</p>			
<p>Financial Impact: The amount requested was approved in the 2013-14 budget.</p>			
<p>Exhibits Attached: None</p>			



ITB-008-2014

Date Due January 14, 2014 at 11:00 AM

APPROVED BY COUNCIL

PIPE, PIPE FITTINGS, & FIRE HYDRANTS

Ferguson Waterworks 8888 Florida Mining Blvd W Shop 100 Jacksonville, FL 32257 (904) 388-3861	Consolidated Pipe & Supply 828 Fortune Blvd Midway, FL 32243 (850) 979-0448	Fardline Waterworks 2780 Lloyd Road Jacksonville, FL 32254 (904) 652-0852
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QTY	EACH	TOTAL	EACH	TOTAL	EACH	TOTAL
2,705	\$14.88	\$40,122.00	\$19.56	\$53,062.00	\$14.21	\$38,387.00

QTY	EACH	TOTAL	EACH	TOTAL	EACH	TOTAL		
8	\$976.00	\$7,808.00	\$1,157.00	\$9,256.00	\$1,158.00	\$9,264.00		
105	\$70.85	\$7,439.25	\$83.00	\$8,715.00	\$86.00	\$7,245.00		
11	\$150.10	\$1,651.10	\$178.00	\$1,958.00	\$192.00	\$2,112.00		
2	\$65.55	\$131.10	\$83.00	\$166.00	\$87.00	\$174.00		
2	\$230.00	\$460.00	\$250.00	\$500.00	\$233.00	\$466.00		
2	\$238.00	\$476.00	\$150.00	\$300.00	\$238.00	\$476.00		
5	\$119.40	\$597.00	\$135.00	\$675.00	\$121.00	\$605.00		
18	\$112.26	\$2,020.68	\$122.00	\$2,196.00	\$113.00	\$2,034.00		
15	\$136.05	\$2,040.75	\$137.00	\$2,055.00	\$127.00	\$1,905.00		
20	\$85.40	\$1,708.00	\$87.00	\$1,740.00	\$86.00	\$1,720.00		
8	\$289.25	\$2,314.00	\$332.00	\$2,656.00	\$308.00	\$2,464.00		
30	\$68.10	\$2,043.00	\$44.00	\$1,320.00	\$76.00	\$2,280.00		
10	\$68.00	\$680.00	\$78.00	\$780.00	\$71.00	\$710.00		
11	\$87.40	\$961.40	\$86.00	\$946.00	\$88.00	\$968.00		
11	\$325.00	\$3,575.00	\$375.00	\$4,125.00	\$383.00	\$4,213.00		
33	\$8.00	\$264.00	\$10.00	\$330.00	\$10.00	\$330.00		
10	\$30.00	\$300.00	\$32.00	\$320.00	\$30.00	\$300.00		
10	\$61.25	\$612.50	\$45.00	\$450.00	\$70.00	\$700.00		
TOTAL			\$14,893.80			\$37,838.00		

QTY	EACH	TOTAL	EACH	TOTAL	EACH	TOTAL		
11	\$1,100.00	\$12,100.00	\$1,265.00	\$13,965.00	\$1,278.00	\$14,028.00		
11	\$188.00	\$2,068.00	\$277.00	\$3,047.00	\$254.00	\$2,794.00		
TOTAL			\$14,168.00			\$16,819.00		

TOTAL A: PIPE	\$40,122.00
TOTAL B: PIPE FITTINGS	\$34,893.80
TOTAL C: FIRE HYDRANTS	\$14,168.00
GRAND TOTAL A - C	\$89,183.80

RECOMMENDATION: ITEM A: Consolidated Pipe & Supply and ITEM B & C: Ferguson Waterworks

5B



ITEM F:

A. PIPE
 1. 12" WATER PIPE, C-900, DR-15, BLUE IN COLOR
 car ft

B. PIPE FITTINGS

1. 12" m.j. resilient wedge gate valve
2. 12" m.j. malleable iron cast iron, 150 lb. pressure, 150 lb. pressure
3. 12" m.j. x 8" malleable iron, with standard accessories less gland
4. 12" m.j. plug-tapped 2", with standard accessories less gland
5. 12" m.j. straight tee, with standard accessories less gland
6. 12" x 48 degree bend m.j., with standard accessories less gland
7. 12" x 22.5 degree bend m.j., with standard accessories less gland
8. 12" x 11.25 degree bend m.j., with standard accessories less gland
9. 12" elbow m.j., with standard accessories less gland
10. 12" pipe joint restraint for ball and socket for C-900 pipe
11. 12" swivel joint, with standard accessories less gland
12. 12" service saddles with 1" tap, AWWA C.C. thread
13. 12" PVC Class 200 Castings
14. 8" m.j. necessary with less gland
15. 8" m.j. necessary with less gland
16. 8" m.j. necessary with less gland
17. 4" x 8" assembly height cast iron valve box, 2 pieces for 4" x 12" valves, 8 1/4" shaft, weather lids
18. 32" x 43" assembly height cast iron valve box, 2 pieces for 4" x 12" valves, 8 1/4" shaft, weather lids

C. FIRE HYDRANTS

1. Fire hydrant must be of bury, 8 1/2" valve opening, 150 lb. model, left hand open
2. 12" Fire hydrant must be complete with hose provided in C1 on one end

TOTAL A: PIPE

TOTAL B: PIPE FITTINGS

TOTAL C: FIRE HYDRANTS

GRAND TOTAL (A - C)

PIPE, PIPE FITTINGS, & FIRE HYDRANTS

Correl Corp
 2481 NW 23rd St
 Miami, FL 33142
 (305) 656-1860

Lamer Municipal Supply Co. Inc
 450 GA Hwy 84 West
 Lakeland, GA 31636
 (320) 482-3128

QTY	EACH	TOTAL	EACH	TOTAL
2,700	\$14.02	\$37,854.00	\$13.41	\$36,207.00
QTY	EACH	TOTAL	EACH	TOTAL
6	\$1,028.47	\$6,170.82	\$1,306.10	\$7,836.60
165	\$55.88	\$9,220.20	\$65.51	\$10,809.15
11	\$196.17	\$2,157.87	\$177.59	\$1,953.49
2	\$100.15	\$200.30	\$95.91	\$191.82
2	\$272.97	\$545.94	\$252.55	\$505.10
2	\$184.77	\$369.54	\$154.76	\$309.52
6	\$147.24	\$883.44	\$135.47	\$812.82
18	\$139.88	\$2,517.84	\$127.13	\$2,288.34
15	\$153.87	\$2,308.05	\$142.78	\$2,141.70
20	\$45.39	\$907.80	\$41.95	\$839.00
8	\$317.58	\$2,540.64	\$242.00	\$1,936.00
20	\$165.00	\$3,300.00	\$43.03	\$860.60
10	\$91.18	\$911.80	\$59.91	\$599.10
11	\$67.24	\$740.64	\$76.45	\$840.95
11	\$339.97	\$3,739.67	\$368.84	\$4,057.24
33	\$4.00	\$132.00	\$4.91	\$162.03
10	\$20.05	\$200.50	\$75.07	\$750.70
10	\$61.95	\$619.50	\$115.05	\$1,150.50
TOTAL		\$38,860.77		\$40,813.27

QTY	EACH	TOTAL	EACH	TOTAL
11	\$1,306.40	\$14,370.40	\$1,246.93	\$13,716.23
11	\$134.22	\$1,476.42	\$338.04	\$3,718.36
TOTAL		\$15,846.82		\$17,434.59

TOTAL A: PIPE	\$37,854.00
TOTAL B: PIPE FITTINGS	\$38,909.77
TOTAL C: FIRE HYDRANTS	\$16,506.82
GRAND TOTAL (A - C)	\$93,269.59

CITY COUNCIL ORDINANCE NO. 2013-2043

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AMENDING SECTION 2-48, SUBSECTION C.1. OF CHAPTER 2 OF ARTICLE II OF THE CITY CODE WITH RESPECT TO THE COMMUNITY REDEVELOPMENT ADVISORY COMMITTEE ("CRAC") TO INCREASE ITS MEMBERSHIP BY PROVIDING FOR THE APPOINTMENT OF A MEMBER DESIGNATED BY THE COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS AND A MEMBER DESIGNATED BY THE LAKE CITY COLUMBIA COUNTY CHAMBER OF COMMERCE, INC.; PROVIDING FOR REPEAL OF ALL ORDINANCES IN CONFLICT WITH THIS ORDINANCE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR THE INCLUSION OF THIS ORDINANCE IN THE CITY CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

RECITALS

The City Council finds that it is in the public interest and welfare that the number of non-council members appointed to serve on the Community Redevelopment Advisory Committee ("CRAC") be increased from seven (7) members to nine (9) members by adding a member to be designated by the Columbia County Board of County Commissioners and a member from the Lake City Columbia County Chamber of Commerce, Inc.

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF LAKE CITY, FLORIDA, AS FOLLOWS:

Section 1. That Section 2-48, Subsection C.1. of Chapter 2 of Article II of the Code of the City of Lake City, Florida, is hereby amended, and as amended, shall read in its entirety as follows:

Section 2-48. Special standing committees.

c. Community Redevelopment Advisory Committee.

1. There is hereby created and established a Community Redevelopment Advisory Committee (herein "CRAC") of the City Council, which shall consist of the Mayor and one City Council member ("Council Members"), a member ("County Board Member") representing the Columbia County Board of County Commissioners (the "County Board"), a member ("Chamber Member") representing the Lake City Columbia County Chamber of Commerce (the "Chamber"), and seven (7) non-council members ("Non-Council Members"). The Council Members and seven (7) Non-Council members shall be appointed by the Mayor by resolution with the consent and approval of the City Council. The County Board Member shall be a person designated from time to time in writing by the County Board and whose designation shall be ratified and confirmed by resolution of the City Council. The initial designated Chamber Member shall serve an initial term ending December 31, 2014. On January 1, 2015, and annually thereafter, the Chamber Member shall be the duly elected and acting president of the Chamber whose name

shall be certified to the City and whose designation shall be ratified and confirmed by resolution of the City Council. The seven (7) Non-Council Members shall be either a resident of the City and/or operate a business in the City (preferably within the CRA area).

Section 2. Repeal . All ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

Section 3. Severability. Should any section, subsection, sentence, clause, phrase, or other provision of this ordinance be held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 4. Inclusion in City Code. It is the intention of the City Council of the City of Lake City, Florida, that the provisions of this ordinance shall become and be made a part of the Code of the City of Lake City, Florida, and that the sections of this ordinance may be renumbered or re-lettered and the word ordinance may be changed to "section", "article", or such other appropriate word or phrase in order to accomplish such intentions.

Section 5. Effective Date. This ordinance shall take effect upon its adoption.

PASSED AND ADOPTED upon first reading the ____ day of _____, 2013

NOTICE PUBLISHED on the ____ day of _____, 201_.

PASSED AND ADOPTED upon second and final reading this ____ day of _____, 2014.

Mayor-Councilman

ATTEST:

City Auditor and Clerk

APPROVED AS TO FORM AND LEGALITY:

By: _____
HERBERT F. DARBY
City Attorney

Record of Vote On First Reading

	For	Against	Absent	Abstain
Mayor Witt	_____	_____	_____	_____
Councilmember Jefferson	_____	_____	_____	_____
Councilmember Moses	_____	_____	_____	_____
Councilmember Paulk	_____	_____	_____	_____
Councilmember Ward	_____	_____	_____	_____

Certification

I, AUDREY E. SIKES, City Clerk for the City of Lake City, Florida, hereby certify that the above record vote is an accurate and correct record of the votes taken on this Ordinance by the City Council of the City of Lake City, Florida.

AUDREY E. SIKES
City Clerk

Record of Vote on Second and Final Reading

	For	Against	Absent	Abstain
Mayor Witt	_____	_____	_____	_____
Councilmember Jefferson	_____	_____	_____	_____
Councilmember Moses	_____	_____	_____	_____
Councilmember Paulk	_____	_____	_____	_____
Councilmember Ward	_____	_____	_____	_____

Certification

I, AUDREY E. SIKES, City Clerk for the City of Lake City, Florida, hereby certify that the above record vote is an accurate and correct record of the votes taken on this Ordinance by the City Council of the City of Lake City, Florida.

AUDREY E. SIKES
City Clerk

9 A 1

CITY COUNCIL RESOLUTION NO. 2014-001

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, APPOINTING LAURA REISSENER TO SERVE AS A FUND MEMBER ON THE BOARD OF TRUSTEES OF THE GENERAL CITY EMPLOYEES RETIREMENT PLAN AS PROVIDED FOR AND REQUIRED BY ORDINANCE NO. 2007-1098.

WHEREAS, pursuant to and in accordance with the election procedures and the requirements of Ordinance 2007-1098 Laura Reissener has been elected by majority vote of plan participants to serve as Fund Member Trustee to replace Destiny Hill whose term expired September 30, 2013.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AS FOLLOWS:

Section 1. The election of Laura Reissener to serve as Fund Member Trustee of the General City Employees Retirement Plan to replace Destiny Hill whose term expired on September 30, 2014, is hereby confirmed.

Section 2. Laura Reissener is hereby appointed to serve as Fund Member Trustee of the Board of Trustees of the General City Employees Retirement Plan for a term commencing January 22, 2014, and terminating at Midnight, September 30, 2015.

Section 3. The Fund Member Trustee herein appointed shall take office upon taking the required oath of office.

PASSED AND ADOPTED at a meeting of the City Council this _____ day of

_____, 2014.

Mayor-Councilman

ATTEST:

City Clerk

APPROVED AS TO FORM AND LEGALITY:

By: _____
HERBERT F. DARBY
City Attorney

CITY COUNCIL RESOLUTION NO. 2014-002

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AUTHORIZING THE CITY TO ENTER INTO AN AMENDMENT TO ITS SERVICE AGREEMENT WITH EVERBRIDGE, INC. ("EVERBRIDGE") PREVIOUSLY AUTHORIZED BY CITY RESOLUTION NO. 2011-011 RELATING TO EVERBRIDGE PROVIDING CITY WITH ACCESS TO SERVICE UTILIZING THE SOFTWARE, APPLICATIONS AND SERVICES THAT COMPRISE THE EVERBRIDGE MASS COMMUNICATION SYSTEM (THE "SYSTEM"), FOR DELIVERY OF MESSAGES TO MULTIPLE MEMBERS VIA MULTIPLE COMMUNICATION PATHS AND FOR PROCESSING RESPONSES THERETO AT AN ANNUAL CHARGE OF \$13,034.00.

WHEREAS, the City of Lake City, Florida ("City") entered into a Service Agreement with Everbridge, Inc. ("Everbridge"), authorized by City Council Resolution No. 2011-011, relating to Everbridge providing City with access to service utilizing the software, applications and services that comprise the Everbridge Mass Communication System (the "System"), for delivery of messages to multiple members via multiple communication paths and for processing responses thereto, (the "Service Agreement"); and

WHEREAS, the Service Agreement was for an initial term of one (1) year with option to renew for two (2) more one-year terms; and

WHEREAS, the Service Agreement will terminate on January 17, 2014; and

WHEREAS, the City and Evergreen desire to amend the Service Agreement pursuant to and in accordance with the terms, provisions, and conditions of Amendment to Everbridge, Inc. Service Agreement, copy of which is attached hereto and made a part of this resolution ("Amendment #1"). Amendment #1 is subject to such changes, modifications, or amendments required and authorized by Section 3 of this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY

OF LAKE CITY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are all true and accurate and are incorporated herein.

Section 2. The City is hereby authorized to enter into Amendment #1 with Everbridge, Inc., in accordance with the terms, provisions, conditions and limitations of Amendment #1 at an annual charge of \$13,034.00, subject to changes and modifications authorized by Section 3 of this resolution.

Section 3. The City Manager and City attorney are authorized to make such reasonable changes and modifications to Amendment #1 as may be deemed necessary to be in the best interest of the City and its citizens. The Mayor is authorized and directed to execute and deliver Amendment #1 in the name and on behalf of the City, with such changes, amendments, modifications, omissions, and additions made by the City Manager and City Attorney. Execution by the Mayor and Everbridge shall be deemed to be conclusive evidence of approval of such changes, amendments, modifications, omissions, and additions.

PASSED AND ADOPTED at a meeting of the City Council this _____ day of

_____, 2014.

Mayor-Councilman

ATTEST:

City Clerk

APPROVED AS TO FORM AND LEGALITY:

By:

HERBERT F. DARBY
City Attorney

**Amendment
to
Everbridge, Inc. Service Agreement**

This Amendment to Everbridge Service Agreement ("Amendment") by and between Everbridge, Inc., a Delaware corporation ("Everbridge"), and City of Lake City ("Customer") is effective as of the date of the Customer's signature below. Everbridge and Customer entered into an Everbridge Service Agreement effective January 18, 2011 ("Agreement"). All capitalized terms used herein without definition shall have their respective meanings set forth in the Agreement.

WHEREAS, Everbridge has developed a new software platform with additional functionality and applications, and Customer desires to use the new platform for its mass notification service;

WHEREAS, the Parties desire to amend the Agreement on and subject to the terms of this Amendment;

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth below, and other good and valuable consideration, the Parties agree to amend the Agreement as follows:

1. Term: Section 5 of the Agreement shall be deleted and replaced in its entirety as follows:

TERM. This Agreement will commence on the Effective Date and will continue in full force and effect until all executed Quotes have terminated, unless otherwise terminated in accordance with the termination rights set forth in this Agreement.

2. Entire Agreement: Immediately following the end of Section 15.7, the following language shall be added:

ANY NEW TERMS OR CHANGES INTRODUCED IN A PURCHASE ORDER OR OTHER DOCUMENT ARE VOID AND OF NO FORCE OR EFFECT. EVERBRIDGE'S ACKNOWLEDGEMENT OF RECEIPT OF SUCH DOCUMENT OR ACCEPTANCE OF PAYMENT SHALL NOT CONSTITUTE AGREEMENT TO ANY TERMS OTHER THAN THOSE SET FORTH IN THIS AGREEMENT.

3. Modification of Quote: Exhibit A of the Agreement is superseded and replaced by Quote Number 9573 which is attached hereto and incorporated herein by this reference.

4. Substitution of Terms: The term "Member" is replaced with the term "Contact" wherever it appears in the Agreement.

5. Additional Terms: The Additional Terms attached hereto and incorporated by this reference are added as Exhibit B to the Agreement.

6. Remaining Terms. All other terms and conditions of the Agreement remain in full force and effect as amended by this Amendment.

7. Authority. Customer represents and warrants that is has all necessary legal authority to enter into this Amendment for itself and on behalf of any of its Affiliates that are parties to the Agreement or that have been using the System under the Agreement.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized representatives as of the day and year first above written.

EVERBRIDGE, INC.

CUSTOMER: _____

By _____

By _____

Title _____

Title _____

Date _____

Date _____

This amendment is authorized by City Council Resolution No. 2014-002.

WITNESSED AS TO FORM AND LEGALITY

By: _____
HERBERT F. DARBY
City Attorney



2100 N. Broad Blvd. Suite 1900
San Jose, CA 95131 USA

tel: 510.366.4211
fax: 510.384.1299

www.everbridge.com

QUOTATION

Quote Number: 00009573

Confidential

1 of 2

Prepared for: Grayson Cason
City of Lake, FL
205 N Marion Avenue
Lake City, FL 32055
(386) 719-5760
casong@lcfla.com

Quotation Date: December 4, 2013
Quote Expiration Date: January 3, 2014
Rep: Jenee Guadalupe
(781) 373-9825
jenee.guadalupe@everbridgemail.com

Contract Summary Information

Contract Period: Contract Period: 1 Year
Contract Start Date: January 18, 2014
Contract End Date: January 17, 2015

Aware Members up to: 250
SmartGIS Households up to: 9,400

Annual Subscription

<u>Product</u>	<u>Fee Type</u>	<u>Qty</u>	<u>List Price</u>	<u>Total Price</u>
Everbridge SmartGIS-Unlimited Annual Fee	Recurring	1	\$13,034.00	\$13,034.00
Aware Annual Fee	Recurring	1	\$0.00	\$0.00

Pricing Summary:

Initial Year One-time Fees and Year One Annual Recurring Fees:	\$13,034.00
One-time Implementation and Set Up Fees:	\$0.00
Total Year One Fees:	\$13,034.00
Optional Year(s) Ongoing Annual Recurring Fees:	\$13,034.00

1. Additional rates apply for all international calls.
2. Quote subject to terms & conditions of the Everbridge Services Agreement.
3. Subject to sales taxes where applicable.
4. Except for currency designation, the supplemental notes below, if any, supplied in this Quote are for informational purposes and not intended to be legally binding or override negotiated language of the Everbridge Inc. Service Agreement.

Supplemental Notes:



2000 Brand Blvd, Suite 1400
Berkeley, CA 94709, USA

PH: 949.306.0911
FX: 925.984.2299

www.everbridge.com

QUOTATION

Quote Number: 00009573

Confidential

2 of 2

Authorized by Everbridge:

To accept this quote, sign, date and return:

Signature Date

Authorized Signature Date

Print Name Title

Print Name Title



Everbridge Aware Subscription Plan Inclusions

- One Aware Org
- Unlimited Administrators / Group Leaders System Access
- Unlimited Groups and Sub-Groups
- All Contact Types (phone, email, SMS, fax, IM, pager and other types as supported)
- Up to 35 Contact Paths per User
- Contact Migration Wizard
- Contact Opt-In Portal
- Real Time Confirmation of Human Receipt
- Polling Notifications
- Conference Call Notifications
- Quota Notification
- Premium Polling Feature - Data Collection
- Call Transfer to Phone Number per Message Basis
- Dynamic Groups - Saved Filters
- Dynamic Groups - User Defined Fields
- Scenario Manager - Pre-plan Multiple Messages in One Scenario
- Custom Caller-ID / Sender Email (Variable per Organization)
- Custom caller ID by Broadcast
- Reroute email replies and bounce-backs to customer
- Customize Send Email Address by Broadcast
- Billing Code by Broadcast
- Customized Call Back Number
- Text to Speech Conversion
- Message escalation - 3 Levels
- Stop Broadcast
- Real Time Message Status Dashboard
- Premium Polling Feature - Data Collection
- Call Transfer to Phone Number (per Message Basis)
- Dynamic Groups - Saved Filters
- Dynamic Groups - User Defined Fields
- Everbridge Mobile Aware
- 100% Custom Ad-Hoc Reporting
- 24/7 Live Operator / Customer Service
- 5 Live Operator Access Included With Plan



Everbridge SmartGIS for Citizen Alerts-Unlimited Subscription Plan Inclusions

- One SmartGIS Org
- Unlimited System Use
 - Includes all Contact Types (phone, email, SMS, fax, IM, pager and other types as supported)
- Up to 35 Contact Paths Per User
- Ongoing web training sessions
- Polling Notifications with Call Transfer and Data Collection
- Saved shape library
- Real Time Confirmation of Human Receipt
- Custom Caller-ID / Sender Email (Variable Per Broadcast)
- Text to Speech Conversion
- Stop Broadcast
- Real Time Message Status Dashboard
- SmartRegistration Citizen Opt-In Portal
- Everbridge Mobile Aware with SmartGIS capabilities
- 100% Custom Ad-Hoc Reporting
- 24/7 Live Operator / Customer Service
- 5 Live Operator Access Included With Plan

Exhibit B

Additional Business Terms

The following additional business terms are incorporated by reference into the Agreement as applicable based on the particular products and services described in the Customer's Quote.

"Data Feed" means data content licensed or provided by third parties to Everbridge and supplied to Customer through the Service (e.g., real time weather system information and warnings, and third party maps).

"Incident Administrator" means an individual who is authorized by Customer as an organizational administrator for the Incident Management Service.

"Incident Operator" means an individual who is authorized by Customer as an operator of the Incident Management Service.

"Premium Features" means the products and services listed on the Premium Feature List attached to the Quote.

- 1. Data Feeds; Other Data.** Notwithstanding anything to the contrary in this Agreement, to the extent that Customer has purchased or accesses Data Feeds, such feeds are provided solely on an "AS IS" and "AS AVAILABLE" basis and the sole and exclusive remedy for any failure, defect, or inability to access such Data Feed shall be to terminate the Data Feed with no further payments due. No refunds shall be granted with respect to such Data Feed. In addition, to the extent Customer has purchased a feature that allows Customer to monitor, and utilize information and data from other sources not supplied by Everbridge directly (e.g., Twitter or other customers through the Network Effect) (collectively "**Other Data**"), Everbridge disclaims any and all liability of any kind or nature resulting from any inaccuracies or failures with respect to all Other Data.
- 2. Incident Management.** For Customers purchasing the Incident Management Service: (a) Customers may only designate the number of Incident Operators and Incident Administrators set forth on the Quote, and such individuals shall only have the access rights pursuant to such designation and role; (b) Incident Administrators shall have the ability to build incident templates, report on incidents, and launch incident notifications; (c) Incident Operators shall only have the ability to launch or manage incidents; and (d) Customer shall be provided the number of incident templates purchased pursuant to the Quote. If Customer exceeds the number of Incident Operators, Incident Administrators or incident templates purchased, Customer shall be charged the applicable fees then in effect for additional Incident Operators, Incident Administrators or incident templates, as applicable.

9 A 3

CITY COUNCIL RESOLUTION NO. 2014-003

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AUTHORIZING THE CITY TO LEASE SPACE WITHIN THE CITY'S PUBLIC SAFETY BUILDING TO LIFEGUARD AMBULANCE SERVICE OF FLORIDA, LLC. (HEREIN "LIFEGUARD") FOR A TERM COMMENCING FEBRUARY 1, 2014, AND TERMINATING JANUARY 31, 2021, TO HOUSE LIFEGUARD'S AMBULANCES AND FOR OPERATING EMERGENCY AND NON-EMERGENCY MEDICAL SERVICES UNDER THE TERMS AND CONDITIONS AND IN ACCORDANCE WITH THE PROVISIONS OF CONTRACT BETWEEN COLUMBIA COUNTY, CITY AND LIFEGUARD EFFECTIVE JULY 1, 2011.

WHEREAS, Columbia County ("County") and City of Lake City, Florida ("City") entered into an agreement with Lifeguard Ambulance Service of Florida, LLC ("Lifeguard") effective July 1, 2011 (the "Lifeguard Agreement") for Lifeguard to provide County, City and Town of Fort White with ambulance and emergency and non-emergency medical services; and

WHEREAS, under the provisions of the Lifeguard Agreement, City leased Lifeguard space within the City's Public Safety Building (herein the "Premises") to house its ambulances and operate emergency medical services under the terms and conditions of a lease dated June 27, 2011, as authorized by City Council Resolution No. 2011-050 (the "Prior Lease") for a term of one (1) year commencing July 1, 2011, and terminating June 30, 2012; and

WHEREAS, the Prior Lease was amended by Amendment Number One to extend its terms for one (1) year commencing July 1, 2012, and terminating June 30, 2013; and

WHEREAS, following the termination of the Prior Lease, as amended, on June 30, 2013, Lifeguard has continued in the possession and use of the Premises as a tenant at will; and

WHEREAS, Lifeguard has requested the City to grant Lifeguard a new lease (herein the "New Lease" and/or "Lease") for the same space in the City's Public Safety Building provided for in the Prior Lease to house Lifeguard's ambulances and operate emergency medical service; and

WHEREAS, the City finds that it is in the best interest of the residents and citizens of Columbia County and City and in the furtherance of the City's goal to provide the most efficient and cost-effective provisions for ambulance and emergency and non-emergency medical services for the County and City to grant Lifeguard this New Lease for space (herein the "Premises") within the City's Public Safety Building; and

WHEREAS, the City desires to enter into the New Lease with Lifeguard pursuant to the terms and conditions of the New Lease, copy of which is attached hereto and made a part of this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are all true and accurate and by this reference are incorporated herein and made a part of this resolution.

Section 2. The City is hereby authorized to enter into the New Lease with Lifeguard.

Section 3. The City Manager and City attorney are authorized to make such reasonable changes and modifications to the New Lease as may be deemed necessary to be in the best interest of the City and its citizens. The Mayor is authorized and directed to execute and deliver the New Lease in the name and on behalf of the City, with such changes, amendments, modifications, omissions, and additions made by the City Manager and City Attorney. Execution by the Mayor and Lifeguard shall be deemed to be conclusive evidence of approval of such changes, amendments, modifications, omissions, and additions.

PASSED AND ADOPTED at a meeting of the City Council this _____ day of _____, 2014.

Mayor-Councilman

ATTEST:

City Clerk

APPROVED AS TO FORM AND LEGALITY:

By:

HERBERT F. DARBY
City Attorney

**NEW LEASE AGREEMENT ATTACHED TO
CITY COUNCIL RESOLUTION NO. 2014-003**

BUILDING SPACE LEASE

THIS NEW BUILDING SPACE LEASE (the "New Lease") is made between the **CITY OF LAKE CITY, FLORIDA**, a municipal corporation organized under the laws of Florida, whose mailing address is 205 North Marion Avenue, Lake City, Florida 32055, (herein "City"), and **LIFEGUARD AMBULANCE SERVICE OF FLORIDA, LLC**, a Florida limited liability company, whose mailing address is 4211 Jerry L. Maygarden Road, Pensacola, Florida 32504, (herein "Lifeguard").

RECITALS

WHEREAS, Columbia County ("County") and City entered into an agreement with Lifeguard dated July 1, 2011 (the "Lifeguard Agreement") for Lifeguard to provide County, City and Town of Fort White with ambulance and emergency and non-emergency medical services; and

WHEREAS, under the provisions of the Lifeguard Agreement, City leased Lifeguard space within the City's Public Safety Building (herein the "Premises") to house its ambulances and operate emergency medical services, which space is identified on Exhibit "A" attached hereto, upon and under the terms and conditions of a lease dated June 27, 2011, authorized by City Council Resolution No. 2011-050 (the "Prior Lease") for a term of one (1) year commencing July 1, 2011, and terminating June 30, 2012; and

WHEREAS, the Prior Lease was amended by Amendment Number One to extend its term for one (1) year commencing July 1, 2012, and terminating June 30, 2013; and

WHEREAS, following the termination of the Prior Lease on June 30, 2013, Lifeguard has continued in the possession and use of the Premises as a tenant at will; and

WHEREAS, Lifeguard has requested City to grant it a new lease for the same space in the City's Public Safety Building to house Lifeguard's ambulances and operate emergency medical service; and

WHEREAS, the City finds that it is in the best interest of the residents and citizens of Columbia County and City and in the furtherance of the City's goal to provide the most efficient and cost-effective provisions for ambulance and emergency and non-emergency medical services for the County and City to enter into the New Lease with Lifeguard for space within the City's Public Safety Building.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, and for other good and valuable considerations, the adequacy and sufficiency of which is hereby acknowledged by both parties by the execution hereof, the City and Lifeguard do hereby agree as follows:

1. **Recitals:** The above recitals are all true and accurate and are incorporated herein and made a part of this New Lease.
2. **Lease:** City hereby leases to Lifeguard and Lifeguard leases from City the Premises as identified on Exhibit "A" attached hereto in accordance with and subject to the terms of this New Lease.
3. **Term:** This New Lease is for a term of seven (7) years commencing February 1, 2014, and terminating January 31, 2021, unless sooner terminated as provided for herein.
4. **Rent:** Lifeguard shall pay to City during the term of this New Lease Eight Hundred and No/100 Dollars (\$800.00) on the first day of each month commencing February 1, 2014 (herein the "Base Rent"). In addition to the Base Rent, Lifeguard shall pay City, upon the execution of this New Lease, One Thousand Six Hundred and No/100 Dollars (\$1,600.00), which shall be non-refundable, representing an advance payment of two (2) Base Rent payments (herein "Advanced Base Rent") to apply on the last two (2) months of this New Lease. In the event the New Lease is terminated prior to January 31, 2021, the Advanced Base Rent shall be forfeited to City. Commencing on February 1, 2016, the monthly Base Rent (\$800.00) will be adjusted annually during the remaining term of the New Lease to reflect any change in the cost of living. The adjustment will be calculated upon the basis of the United States Department of Labor, Bureau of Labor Statistics Consumer Price Index of All Urban Consumers (CPI-U), "All Items," U.S. Cities Average, (1982-1984 = 100) (the "index"). The annual adjustment shall be calculated on the adjusted Base Rent for the previous year. When the new monthly Base Rent for a New Lease year is determined, City will give Lifeguard written notice to that

effect indicating how the new monthly Base Rent figure was computed. If at any rental adjustment date the Index does not exist in the same format as recited in this paragraph, City will substitute any official index published by the Bureau of Labor Statistics or successor or similar governmental agency, as may then be in existence and will be most nearly equivalent thereto.

5. **SALES AND USE TAX**: Lifeguard will pay all state and local sales and use tax on the rent, if applicable.

6. **Use**: Lifeguard shall use and occupy the Premises solely for housing ambulances and for operating emergency medical services for Columbia County and City pursuant to and in accordance with the provisions of the Lifeguard Agreement.

7. **Alterations**: Lifeguard shall not, without first obtaining the written consent of City, make any alterations, additions, or improvements in, to or about the Premises.

8. **Ordinances and Statutes**: Lifeguard shall comply with and abide by all laws, rules, regulations, and requirements of all municipal, state and federal authorities now in force, or which may hereafter be in force, pertaining to the Premises, occasioned by or affecting the use thereof by Lifeguard.

9. **Maintenance**: All ordinary maintenance expenses and janitorial services, garbage, waste disposal and operational expenses of the Premises shall be paid by Lifeguard.

10. **Assignment and Subletting**: Lifeguard shall not assign this New Lease or sublet any portion of the Premises without prior written consent of City. Any such assignment or subletting without consent shall be void and, at the option of City, may terminate this New Lease.

11. **Entry and Inspection**: Lifeguard shall permit City or City's agents to enter upon the Premises at all reasonable times and upon reasonable notice, for the purposes of inspecting the same.

12. **Insurance and Indemnity**: Lifeguard, at its expense, shall maintain public liability insurance, including bodily injury and property damage, insuring Lifeguard and City with minimum coverage as provided in the Lifeguard Agreement. The fire and

extended coverage portion of the insurance upon the Premises shall be in an amount no less than the full replacement value of the building and improvements thereon, and Lifeguard shall keep the policy current and pay all premiums associated therewith. Also as provided in the Lifeguard Agreement, Lifeguard shall, at its own expense, provide and keep in force for the benefit and protection of City and Lifeguard as their respective interest may appear, a general liability policy or policies protecting the City and/or Lifeguard against any and all liability occasioned by accident or disaster in an amount not less than One Million Dollars with respect to any accident and no less than One Million Dollars with respect to injuries to any one person. Lifeguard shall keep and hold City harmless from any liability for loss or damage to person or property occurring in any cause or causes in or connected with or about the Premises or arising out of Lifeguard's occupancy of said Premises, or any failure by Lifeguard to maintain any portion of the Premises which it is obligated to maintain under this New Lease. Lifeguard shall at all times defend, indemnify and hold City harmless against any and all claims, actions, suits, from and against any and all liability, loss, damage, costs, charge, attorney's fees and other expenses as further provided in the Lifeguard Agreement.

13. **Utilities and Taxes:** All utilities, including, but not limited to, water, sewer, gas, electricity and telephone, and taxes assessed against the Premises, together with non-ad valorem assessments and rental sales tax, if any, shall be paid by Lifeguard.

14. **Attorney's Fees:** In case suit should be brought for recovery of the Premises, or for any sum due hereunder, or because of any act which may arise out of the possession of the Premises, by either party, the prevailing party shall be entitled to all costs incurred in connection with such action, including a reasonable attorney's fees.

15. **Waiver:** No failure of City to enforce any term hereof shall be deemed to be a waiver.

16. **Notices:** Any notice which either party may or is required to give, shall be given by mailing the same, postage prepaid, to Lifeguard at its address specified above, or City at the address specified above, or at such other places as may be designated by the parties from time to time.

17. **Binding Effect.** This New Lease shall inure to the benefit of and shall be binding upon the parties and their respective successors and permitted assigns..

18. **Option to Renew**: This New Lease may be renewed or extended only upon mutual written agreement of the parties.

19. **Relocation to other Premises**: City reserves the right to relocate and provide alternative building space to Lifeguard, provided the same is of reasonable, comparable location and quality.

20. **Venue and Choice of Law**: This New Lease shall be governed by the laws of the State of Florida and venue for any dispute arising out of hereof shall be Columbia County, Florida.

21. **Termination**: This New Lease may be terminated upon ten (10) days notice to Lifeguard in the event of any default in the Lifeguard Agreement or upon Lifeguard's default of this New Lease. Notwithstanding anything herein to the contrary, City shall have the right to terminate this New Lease upon ninety (90) days written notice to Lifeguard.

22. **Representations and Warranties of Lifeguard**: Lifeguard hereby represents and warrants to City as follows:

a. Lifeguard is a limited liability company duly organized, validly existing, and in good standing under the laws of the State of Florida;

b. Execution of this New Lease and documents contemplated hereunder, and performance hereof by Lifeguard of its obligations hereunder, have been duly authorized by Lifeguard's charter, operating agreement and other necessary authority.

c. Upon execution of this New Lease, this New Lease will be a valid and binding obligation of Lifeguard in accordance with its terms.

23. **Survival of Representations and Warranties**: All representations, warranties, and indemnities, and the covenants and agreements to be performed subsequent to the execution hereof by City and/or Lifeguard, respectively, contained in this New Lease, or in any document delivered in contemplation hereof shall survive the execution of this New Lease and the termination contemplated hereunder.

24. **Entire Agreement**: The foregoing constitutes the agreement between the

parties and may be modified only by a writing signed by both parties. The following exhibits, if any, have been made a part of this New Lease before the parties' execution hereof. Attached hereto is the address and legal description for the Premises.

SIGNED this _____ day of _____, 2014.

CITY:

LIFEGUARD:

CITY OF LAKE CITY, FLORIDA

**LIFEGUARD AMBULANCE
SERVICE OF FLORIDA, LLC**

By: _____
STEPHEN M. WITT, Mayor

By: _____
Print: _____
Title: _____

ATTEST: _____
AUDREY E. SIKES
City Clerk

APPROVED AS TO FORM AND LEGALITY

By: _____
HERBERT F. DARBY
City Attorney

EXHIBIT "A"

ATTACHED TO BUILDING SPACE LEASE BETWEEN THE CITY OF LAKE CITY, FLORIDA, AND LIFEGUARD AMBULANCE SERVICE OF FLORIDA, LLC, DATED FEBRUARY 1, 2014.

An area of space within the Lake City Fire Department at the City Public Safety Building at 225 NW Main Boulevard, Lake City, Florida. for the housing of an ambulance and to accommodate Lifeguard personnel needed to conduct emergency medical services within the County and City pursuant to and in accordance with the terms and conditions of agreement between Lifeguard, County and City dated July 1, 2011, and being the same space formerly used and utilized by the County for ambulance housing and rendering emergency medical services to the County and City.

CITY COUNCIL RESOLUTION NO. 2014-004

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA ("CITY") APPROVING AND ADOPTING RULES OF THE CITY COUNCIL AND AUTHORIZING ALL NECESSARY ACTION BE TAKEN, INCLUDING ANY NECESSARY AMENDMENTS TO THE CITY CODE OF ORDINANCES NECESSARY FOR THE IMPLEMENTATION OF THE RULES.

RECITALS

WHEREAS, the City Council of the City of Lake City, Florida ("City") has proposed a set of rules of the City Council for approval and adoption (herein the "Rules"), copy of which is attached hereto as Exhibit "A"; and

WHEREAS, it is the intent of these Rules that the deliberations and actions of the City Council of the City be conducted and taken openly in order that the citizens may be fully informed. It is the finding of the City Council that the citizens must be fully informed if they are to be intelligently advised as to the conduct of public business by the City Council; and

WHEREAS, the City Council finds that it is in the interest of the public and is good public policy that the deliberations and actions of the City Council of the City be conducted and taken openly in order that the citizens may be fully informed.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are all true and accurate and are incorporated herein and made a part of this resolution.

Section 2. The City Council hereby approves and adopts the Rules.

Section 3. The City Manager is hereby authorized and directed to take all proper action necessary for the implementation of the Rules, including the adoption of ordinances necessary to amend the City Code to eliminate any conflicts with the existing provisions of the City Code and the Rules and to codify the Rules.

PASSED AND ADOPTED at a meeting of the City Council this ____ day of _____, 2014.

Mayor-Councilman

ATTEST:

City Clerk

APPROVED AS TO FORM AND LEGALITY:

By: _____
HERBERT F. DARBY
City Attorney

RULES OF THE CITY COUNCIL

CITY OF LAKE CITY, FLORIDA

Resolution No. 2014-004

SECTION 1. DECLARATION OF PUBLIC POLICY

It is the intent of these rules that the deliberations and actions of the City Council of the City of Lake City, Florida be conducted and taken openly in order that the citizens may be fully informed. It is the finding of the Council that the citizens must be fully informed if they are to be intelligently advised as to the conduct of public business by the Council.

SECTION 2. DEFINITIONS

For the purpose of these rules, the following definitions shall prevail:

(a) A "meeting" is a gathering of a quorum of the membership of the Council for the purpose of receiving information relating to public business, or for discussion of public business, or for final action upon public business.

(b) A "regular meeting" is a meeting held pursuant to a schedule of such meetings as approved by the Council to enact ordinances and resolutions, conduct public hearings and otherwise discuss and act upon matters of public interest.

(c) A "special meeting" is a meeting held on the call of either the mayor, vice-mayor, City Manager, or three (3) or more members of the City Council during a public meeting and, whenever practicable, upon no less than twelve (12) hours written notice to each member of the council. A "special meeting" is held for the purpose of addressing matters requiring the immediate attention of the Council or for the purpose of addressing matters which the Council has determined are best addressed at a special meeting. When a special meeting is called the purpose of the meeting will be stated and the Council shall address only those matters for which the meeting was called.

(d) The "Council" shall refer to the City Council of the City of Lake City.

(e) "Councilman (Councilmen), Councilwoman (Councilwomen) and Councilmember(s)" shall refer to the Mayor and members of the City Council of the City of Lake City.

EXHIBIT " A "

SECTION 3. MEETINGS

(a) Location. All meetings of the Council shall be held in City Hall, unless the Council indicates another location, and shall be open to the public as required by law.

(b) Regular Meetings. The Council shall hold regular monthly meetings on the first and third Monday of each month beginning in January of each year. Unless otherwise noticed, regular meetings shall commence at 7:00 p.m. When the day fixed for regular meetings falls on a day designated by law as a legal holiday, the meeting shall be held on the Tuesday following that Monday holiday or as otherwise designated by the Council. The City Council may cancel a regular meeting when appropriate.

(c) Public Notice. The Council shall give public notice of the schedule of meetings and shall state the dates, times and places for such meetings. Public notice of any special meeting, any reconvened meeting, or any cancelled meeting shall be given before such meeting and whenever practicable, upon no less than twelve (12) hours written notice to each member of the council.

(d) Public notice shall be given by posting a copy of the notice at City Hall. The City Clerk shall supply copies of the notices of its meetings to any local newspaper of general circulation, or any local radio or television station that has filed a formal request with the City Clerk for such notice.

SECTION 4. AGENDAS, REPORTS, AND MINUTES,

(a) The City Manager shall prepare an agenda for all regular and special meetings of the City Council. The agendas for all meetings will be prepared and made available to the public, the press and to each Councilmember on the Friday preceding each regular meeting providing; however, when Council meeting dates have been changed due to holidays, or otherwise, the preparation and distribution of the agenda shall be adjusted accordingly. Copies of the agenda shall be available for public distribution in the meeting room or place prior to the commencement of such meeting.

(b) All reports, communications, ordinances, resolutions, contract documents, or other matters to be submitted to the City Council shall be delivered to the City Manager by noon on the Wednesday preceding each regular meeting and the City Manager shall appropriately agenda such matters according to the "Order of Business" as provided for in Section 6 herein. No matter shall be considered by the City Council at any meeting unless it has first been submitted to the City Manager and placed upon the agenda; for urgent and/or emergency matters, such requirement may be waived by the unanimous consent of the City Council.

(c) Minutes identifying all matters coming before the Council and setting forth the action, if any, thereof, shall be promptly recorded and transcribed by the City Clerk and such records shall be open to public inspection.

SECTION 5. PRESIDING OFFICER

The Mayor shall preside at all meetings, if present, and if absent, the Vice-Mayor of the Council shall preside.

SECTION 6. ORDER OF BUSINESS

All meetings of the Council shall be open to the public promptly at the hour set on the date of each meeting. The members of the Council, City Manager, City Clerk, and City Attorney shall take their regular stations and the business of the Council shall be taken up for consideration and disposition in substantially the following order:

- (a) Meeting called to order.
- (b) Pledge of Allegiance
- (c) Invocation.
- (d) Roll call.
- (e) Additions or deletions to agenda and approval of agenda.
- (f) Proclamations and special presentations.
- (g) Approval of consent agenda.
- (h) Public to be heard.
- (i) Old Business
- (j) New business.
- (k) Departmental Administration
- (l) Comments by Council Members
- (m) Adjourn.

The above items form the agenda headings for regular meetings. Staff and Council members desiring to have a particular subject matter placed upon the regular meeting agenda may make a request as prescribed in Section 4. Members of the public must have a Councilmember or the Mayor agree to sponsor their request before submission for agenda. All requests shall be accompanied by any information or documentation supporting the subject matter of the request and shall indicate the approximate length of

time required for any presentation to the Council. Except in unusual circumstances, no item shall be placed on the meeting agenda until the subject has been referred for comment to the appropriate City department, advisory board or combination of those having interest in the subject matter. Any such request shall be promptly considered and placed upon the agenda without undue delay.

SECTION 7. PREPARATION OF ORDINANCES, RESOLUTIONS

(a) Any individual member of the City Council, a majority of the Council members, the City Manager, or the City Attorney on his own initiative may prepare, or have prepared, an ordinance for presentation to the City Council for its consideration for public hearing and enactment.

(b) Except for the enactment of emergency ordinances or resolutions, each ordinance or resolution prepared for enactment shall, prior to presentation to the City Council be:

(i) First approved by the City Attorney for form and legal sufficiency, and

(ii) Referred by the City Manager to the appropriate City standing advisory committee to which the proposed ordinance or resolution relates for the appropriate advisory created by Section 2-48 of the City Code for its review and for such advisory committee to provide the City with the advisory committee's non-binding recommendations for approval, disapproval, or approval with proper amendments, which the advisory committee considers will improve both the substance of the ordinance and its implementation.

SECTION 8. VOTING

(a) When a motion that is in order has been made and seconded which requires a "roll call" vote, the Mayor formally places it before the Council by having the Clerk read the exact motion into the record. Thereafter the motion is open to debate.

(b) Voting on all motions, resolutions and ordinances, except agenda, consent agenda and adjournment, shall be by "yes" and "no" upon call of the roll of members by districts. Any comments by Councilmembers as to the subject matter of a motion should be made during the debate thereon rather than at the time the Councilmember's vote is cast so that other members of the Council may have the benefit of those comments during the debate and before their vote is cast.

SECTION 9. CONDUCT OF MEETING

(a) The presiding officer shall preserve order and decorum at all meetings.

(b) When considering matters noticed for a public hearing, the applicable ordinances or resolution shall first be read by its title only. The presiding officer shall declare the public hearing open and receive comments from the public.

(c) During Council meetings, Councilmembers shall maintain order and decorum. Councilmembers desiring to speak shall address the chair and, upon being recognized by the chair, shall confine comments to the question under debate. Each Councilmember desiring to speak shall be recognized once before a Councilmember shall be recognized a second time. Councilmembers desiring to question the administrative staff shall address the question to the City Manager or attending Department representative. During Council discussion, Councilmembers may also, with consent of the presiding officer, direct questions to others in attendance at the Council meeting. A Councilmember once recognized shall not be interrupted while speaking unless called to order by the presiding officer, unless a point of order is raised by another member, or unless the speaker chooses to yield to questions of another member.

(d) City staff and citizens must be recognized by the Mayor before speaking or asking questions. The purpose of this requirement is so that there is order and so that the recording equipment will properly record all comments made by individuals wishing to comment on a specific subject.

(e) All comments must be made from the podium which is located at the front of the City Council Chambers or by other reasonable accommodations and shall address the subject of the agenda item. Individuals that appear before the City Council are required to state their name and their address for the public record. The purpose of this requirement is so that they are properly reflected in the Council minutes and are available for future reference.

(f) At the discretion of the presiding officer or at the direction of a majority of the City Council, public comments will be limited to five (5) minutes per person so that all may be heard on the matter and the presiding officer, or his designee, shall in such instances monitor the timing and give the speaker a thirty (30) second notice prior to the expiration of the time allotted. The presiding officer may, at his discretion, or at the direction of a majority of the Council, extend the time allowed for an individual to speak or to allow a speaker a single opportunity to rebut comments made by another speaker. Any such rebuttal shall be limited to three (3) minutes. After receiving public comments as provided herein, the public hearing shall be closed and all further discussion on the matter shall be limited to members of the Council. One participant's allotted time for addressing the Council may not be donated to another participant.

(g) As the Council considers agenda items, other than items noticed for public hearing, the presiding officer may, at his discretion, or at the direction of a majority of the Council, accept comments from those in attendance.

(h) When considering the first reading of an ordinance, the Council will accept comments from those members of the public who have indicated their desire to address the Council concerning such ordinance by signing up at the commencement of the meeting on the participation cards provided by the City Clerk.

(i) The Council shall follow the order of business as established by the agenda for that meeting; however, in the event a Council meeting continues past the hour of 11:00 o'clock p.m. it shall be the policy of the Council to complete, if possible, the item then under consideration and thereafter table all other agenda items scheduled for that meeting to a meeting to be scheduled by the City Council for the purpose of completing those agenda items or, if the Council is unable to convene such a meeting, then the Council shall table the remaining agenda items to the next regularly scheduled Council meeting.

(j) The Council may reconsider an item, that is, bring back for further consideration, a motion which has already been voted on. To provide usefulness, and protection against abuse, the motion to reconsider can only be made by a Councilmember who voted on the prevailing side of the original motion.

SECTION 10. PUBLIC PARTICIPATION

Avenues for Citizens to Participate in Decision Making Process:

- Public to be Heard
- Submission of Petitions
- Citizen Agenda Items
- Public Hearings
- Regular Agenda Items
- City Council Discussion items

(a) Public to be heard

1. The City Council allocates up to 30 minutes at the beginning of each City Council meeting for citizens who wish to appear before the City Council to make a request of the City Council, voice a complaint or concern, express an opinion, or for some other type of recognition. The Mayor or presiding officer will divide the time equally between all who have signed up to speak.

2. If an item brought forward under Public to be heard requires a longer presentation by the citizen or will require staff research or materials, the item may be scheduled by the Mayor for a future City Council meeting as an Agenda item. Citizens who signed up to address the City Council but were unable to do so because of the expiration of the thirty (30) minute limitation will be given an opportunity to address the City Council at the conclusion of the regular Council business agenda.

3. During this item, citizens will not be permitted to address matters that are on the agenda for the regular portion of the meeting.

4. In order to speak during Public to be heard, the appropriate participation card must be completed prior to the beginning of the City Council meeting and given to the City Clerk. The City Clerk will be responsible for making sure that cards are located at the entrance to the Council Chambers (or other meeting room) 30 minutes prior to the Council meeting. Citizens can also pick up cards during business hours prior to a Council meeting at the City Clerk's office. The City Clerk, or a person designated by the City Clerk, will be responsible for assisting individuals in completing the card and presenting the cards to the Mayor prior to convening the Council meeting.

5. During the Public to be heard portion of the Council meeting, no dialogue will occur between Council members and the public. Council members may comment at the close of this item.

(b) Submission of Petitions

1. When submitting petitions to the City Council, the petition should state clearly its purpose. The person presenting the petition must provide it to the Mayor at the beginning of the presentation and state a brief overview of its purpose. If not submitted on an item already on the agenda, the City Council will accept the petition and may schedule the item for discussion at the next available City Council meeting.

2. When petitions are received by the City by mail, the City Council may schedule the item for discussion at the next available City Council meeting.

(c) Citizen Agenda Items

1. Agenda items proposed by citizens may be placed on the City Council Agenda under two (2) circumstances:

a. An item brought before the City Council during Public to be heard and is unable to be presented within the five (5) minute time frame or needs additional research or materials so that the City Council can properly respond, may be rescheduled by the Mayor for a future City Council meeting as an Agenda item.

b. A citizen may request in writing to appear on the City Council Agenda and file such request with the City Manager's office. The letter shall state the nature of the request and ask that the item be placed on an upcoming City Council Agenda. A copy of the letter will be provided to the City Council but no action will be taken by the City Manager until said copy is endorsed or sponsored by at least one (1) council member or the Mayor. Thereafter, a copy of the letter will be provided appropriately to the proper City Department so that research can be completed and information provided to the City Council. The requestor will be informed of the City Council meeting date upon which the item will be heard.

2. Agenda items are to be considered like all other items on the City Council Agenda. The format for consideration will be as follows:

- Presentation by the individual asking to address the City Council
- Questions of the individual by the City Council
- Presentation by City staff, if necessary
- Questions of the City staff by the City Council
- Public comment
- Discussion by the City Council
- Motion and vote on the item, if necessary

(d) Public Hearings

1. Public Hearings are formal, legally-noticed hearings which the City Council conducts pursuant to State or Federal law. Some Public Hearings are advertised hearings for specific items scheduled on the City Council Agenda. Some hearings are quasi-judicial, while others are legislative in nature. Some public hearings have specific formats that must be followed and are established by law. All Second Readings of Ordinances are conducted as formal public hearings as a normal agenda item. In those cases, the Mayor will announce that this is a public hearing.

2. The applicant may have as much time as necessary to make the presentation before the City Council. City staff may have as much time as necessary to make a presentation on the subject before the City Council. As with all agenda items, persons wishing to address the issue should have completed an appropriate participation card prior to the beginning of the meeting.

3. The order of a Public Hearing will be as follows:

- Presentation by City staff

- Questions of the City staff by the City Council
- Presentation by the applicant, if applicable
- Questions of the applicant by the City Council, if applicable
- Public comments
- Questions of citizens by the City Council or applicant
- Final Comments by applicant, if applicable
- Discussion by the City Council(City Councilmembers may request additional information from both the applicant and staff during this phase of discussion)
- Decision by the City Council

(e) Regular Agenda Items

1. The City Council provides an avenue for citizens to address all other agenda items. This allows citizens to speak in favor of, in opposition to, or ask questions about a normal agenda item. If the item is on Consent Agenda, the City Council may withdraw the item from the Consent Agenda. If the item is on Consent Agenda, the citizen will need to complete the appropriate participation card and give the card to the City Clerk prior to the beginning of the meeting. The Mayor will inform the City Council that a citizen has requested that an item be removed from the Consent Agenda. If the City Council desires to remove the item from the Consent Agenda, the City Council will need to remove the item for discussion purposes. If the item is removed from the Consent Agenda, the citizen is allowed to address the item. When an item is removed from the Consent Agenda, citizens will be allowed five (5) minutes to comment or ask questions about the item. If the citizen's questions cannot be answered quickly, the City Council may table the item and schedule it as a regular City Council Agenda item, or may take final action on the item.

2. If the item is on the non-Consent Agenda portion of the Agenda, citizens will be given up to five (5) minutes to comment or ask questions about the agenda item. The Mayor must recognize all who wish to speak and have signed participation cards.

3. The order of consideration of an agenda item that has been removed from the consent agenda and all other regular agenda items will be the same as a regular public hearing item, above.

(f) City Council Reports and Comments

At the conclusion of each City Council meeting, the City Council may schedule an item where the Council reports on the various committees and groups on which they represent the City, and to make comments in general.

(g) Documents

All documents submitted to the City Council become public records when given to the City Council for their consideration and shall be maintained by the City Clerk in accordance with the public records law.

SECTION 11. DECORUM

The presiding officer shall preserve strict order and decorum at all meetings.

(a) In conducting the public's business, the City Council is committed to the principles of civility, honor, and dignity. Individuals appearing before the City Council are requested to observe the same principles when making comments on items and issues presented to the City Council for their consideration.

(b) Staff members and citizens are required to use proper language when addressing the Council or the audience. Staff members and citizens shall not use profanity or cursing, aggressive or threatening behavior when addressing the City Council or other participants. All comments are directed to the Mayor and not to individual members of the City Council or to the audience. Personal verbal attacks toward any individual will not be tolerated during the conduct of a City Council meeting. The Mayor or presiding officer may have individual(s) removed from the podium and/or City Council Chambers if such conduct persists after a warning has been issued.

(c) All members of the Council shall accord the utmost courtesy to each other, the City employees and the public members appearing before the Council and shall refrain at all times from rude and derogatory remarks, reflections as to integrity, abusive comments and statements as to motives and personalities. During Council meetings cell phones are to be turned off or silenced. Use of cell phones by Council members and City staff for talking, texting, emailing or otherwise will not be allowed during meetings while at the dais, except for emergency communications or while on breaks.

(d) In addition to the prohibitions in (c), above, Section 871.01, Florida Statutes declares that any person who willfully interrupts or disturbs any assembly of people meeting for any lawful purpose shall be guilty of a misdemeanor of the second degree, and may be arrested by police officers present. This may be done in the absence of the conduct being noted, or of the offender being called to order, by the presiding officer.

(e) In the case that any person is declared out of order by the presiding officer and ordered expelled, and does not immediately leave the Council Chambers, the following steps shall be taken:

1. The presiding officer shall declare a recess.
2. The person shall be approached by a police officer and advised that he has been ordered expelled.
3. In case the person does not remove himself from the area he may be placed under arrest for violation of Section 871.01, Florida Statutes, should the person continue to willfully interrupt or disturb the meeting.
4. In the event any person who is ordered expelled leaves the Council Chambers voluntarily and then returns to the same meeting, he is subject to arrest for violation of Section 871.01, Florida Statutes, should the person continue to willfully interrupt or disturb the meeting.

The City Manager shall, during all public meetings, have the Police Chief or a uniformed certified law enforcement officer present.

SECTION 12. BOARDS AND COMMITTEES

Members of the City Council have the opportunity and responsibility to represent the interest of the City on various boards and committees that may, from time to time, be established. Participation in these boards and committees is an opportunity for the City to present points of view that are beneficial to the City and an opportunity to participate in decision making processes that may be of significant importance to the City. The standing committees presently established wherein Councilmembers participate are:

1. Community Redevelopment Advisory Committee
2. Airport Committee
3. Utility Committee
4. Public Safety Committee
5. Beautification Committee

Each Councilmember shall be responsible to accept appointment to at least two (2) of these committees and, once appointed, shall attend duly called meetings of these committees and report back to the Council the activities of and actions taken by the respective boards and committees.

SECTION 13. ATTENDANCE

Three unexcused absences by a Councilmember during the current term of office of that Councilmember from meetings of the City Council, including regularly scheduled meetings and special meetings duly called and noticed, shall constitute grounds for forfeiture of the said Councilmember's office pursuant to Section 3.04 of the Charter of the City of Lake City. The City Council, at the conclusion of each meeting, may review any reasons or excuses presented by a Councilmember related to that Councilmember's absence at the next preceding meeting and by majority of the Council determine whether that absence should be excused.

Members in attendance at a Council meeting must be present when votes are taken and must cast a ballot or, pursuant to Section 28.012, Florida Statutes, declare that there is, or appears to be, a possible conflict of interest according to Florida law and thereupon comply with the disclosure requirements of Section 112.3143, Florida Statutes.

SECTION 14. COUNCILMEMBER CONDUCT

Members of the Council must at all times recognize that their actions, both public and private, may reflect upon the Council as a whole and further may reflect upon the City of Lake City. Conduct unbecoming of a public official may result in appropriate action taken by the City Council including, pursuant to Section 3.04 of the Charter of Lake City, forfeiture of the office of Councilmember.

SECTION 15. WAIVER OF RULES

The Council may, at any time, waive all or a portion of these rules of procedure during the course of a meeting. Provided, however, that any such waiver shall only be done upon a motion and majority approval of the waiver by members of the Council present and voting.

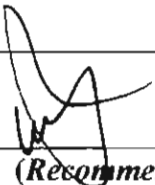
Meeting Date
1/21/14

City of Lake City Report to Council

AGENDA	
Section	10
Item No.	A

SUBJECT: Kicklighter WWTP Project

DEPT. / OFFICE: Utilities Administration

Originator: Jason Sparks		
City Manager Wendell Johnson	 Executive Utility Director Stephen A. Roberts	Date 01/16/14
Recommended Action: <i>(Recommended by the Utility Advisory Committee during regular meeting on January 16, 2014)</i>		
<ol style="list-style-type: none"> 1) Approve Task Order for Hatch Mott MacDonald to proceed with design, permitting, bid document preparation and bid process to construct a 1.5 MGD Kicklighter Wastewater Treatment Facility (WWTF). 2) Authorize City Engineering and Utilities Staff to proceed with design, permitting and construction of the west side force main reroute to 1.5 MGD Kicklighter WWTF. 		
<p>Summary Explanation & Background: Beginning in 2006 the City initiated plans for expansion of its Waste Water Treatment System. The Butler Property off Kicklighter Road was purchased by the City as the proposed location for a new facility and a special exception for the project was approved in 2008 by Columbia County. The City arranged funding and moved ahead with a proposed 3MGD facility and engineering design was completed in December 2011; however, bidding and construction action was postponed because of variable economic circumstances relevant to the housing market decline and the prospective needs of the 2,600 acre North Florida Intermodal Park. A "soft stop" was placed on the 3.5 MGD project in December 2011. On December 16, 2013 the City Council approved a number of alternatives for improvement and/or capacity expansion needs for the City's Wastewater system. In consideration of the options, one agreed upon alternative was to proceed with construction of the proposed Kicklighter WWTF based on existing capacity demands. Justification for a new Kicklighter Facility in lieu of expanding the City's existing St. Margaret WWTF is primarily due to limitations associated with St. Margarets geographical and property boundary restraints. In consideration of the most advantageous alternative to meet the City's current needs for additional waste water capacity, Staff recommends design and construction of a 1.5 MGD WWTF located at the Kicklighter Road, Butler Property. The Special Exception for this location must be "reapproved" by Columbia County due to a five-year limitation. Staff also explored an alternative siting option identified as the existing St. Margaret WWTF effluent sprayfield site portion, SW of the Butler parcel off Sister's Welcome Road labeled as "B" on the attached map.</p> <p>The new WWTF "reroute" project entails redirecting wastewater stream from Wal-Mart West to the proposed Kicklighter WWTF. Staff determined the strategic diversion location and wishes to pursue proposed force main route design, permitting and construction. This force main system improvement provides the capability to convey flow from the City's western wastewater tributary area to the Kicklighter WWTF.</p>		
Alternatives: Do nothing (not recommended)		
Source of Funds: 2010 Series Bond Funds and Utility Enterprise Reserves		
Financial Impact: Est. \$15M+		
Exhibits Attached: Location Map		

Meeting Date
January 21, 2014

City of Lake City Report to Council

AGENDA	
Section	10
Item No.	B

SUBJECT: Civil Engineer/Environmental Engineering Services

DEPT. / OFFICE: Utilities Administration

Originator: Wendell Johnson			
City Manager		Department Director	Date
Wendell Johnson	Steve Roberts		1/17/14
Recommended Action: <i>Recommended by Utilities Advisory Committee during regular meeting on January 16, 2014. Award General Engineering Services Contracts to: 1) Tetra Tech, Inc. 2) Hatch Mott MacDonald and 3) Jones Edmunds & Associates. Authorize City Attorney to prepare appropriate service agreements and enabling resolutions for Council approval.</i>			
Summary Explanation & Background: The City Council during their regular meeting on October 7, 2013 authorized Staff to publish a Request for Qualifications (RFQ) for Civil Engineer/Environmental Engineering Services. Procurement published RFQ-004-2014 for a period ending December 19, 2013 and eleven (11) proposals were received. The City's <i>Evaluation Committee</i> ranked the firms based upon the <i>weighted criteria outlined in the RFQ</i> and provided the Composite Report for consideration of the City Utility Advisory Committee on January 16, 2014. The three (3) top ranked firms were proposed by the Staff for award of engineering services contracts and unanimously approved by the Utility Advisory Committee.			
Alternatives: Do not award a Contract			
Source of Funds: Enterprise Fund			
Financial Impact: TBD			
EXHIBITS ATTACHED: Exhibit "A" - Evaluation Committee Composite Exhibit "B" - RFQ Notice (2pgs)			



RFQ-004-2014

CIVIL ENGINEER/ENVIRONMENTAL ENGINEERING SERVICES
EVALUATION COMMITTEE COMPOSITE

	Steve Roberts	Grayson Cason	Jason Sparks	TOTAL	AVG	RANK
Applied Technology & Mgmt	83	70	84	237	79.000	9
Causseau, Hewett & Walpole	83	80	94	257	85.667	5/6
Crews Engineering Services	82	60	75	217	72.333	11
Eng. Denman & Associates	83	55	86	224	74.667	10
George & Associates	85	75	83	243	81.000	8
Harch Mott MacDonald	95	95	93	283	94.333	2
Jones Edmunds & Associates	96	85	99	280	93.333	3
Mittauer & Associates	87	85	85	257	85.667	5/6
North FL Professional Svcs	90	80	82	252	84.000	7
Preble-Rish	85	90	87	262	87.333	4
Tetra Tech Inc	99	95	95	289	96.333	1

Exhib. "A"



THE CITY OF LAKE CITY, FLORIDA

REQUEST FOR QUALIFICATIONS

CIVIL ENGINEER/ENVIRONMENTAL ENGINEERING SERVICES

RFQ-004-2014

Sealed qualifications will be accepted by the City of Lake City, Florida until, **Thursday, December 19, 2013 at 4:00 p.m.** local time in the **Procurement Department located on the 2nd floor in City Hall, 205 N. Marion Avenue, Lake City, Florida 32055.** Any qualifications received after the above time will not be accepted under any circumstances. Any uncertainty regarding the time will be resolved against the Proposer. Qualifications will not be accepted via fax. It is noted that formal openings are not held.

An original, six (6) copies and one (1) digital copy of your qualifications must be sealed and plainly marked on the outside of the envelope with RFQ-004-2014, CIVIL/ENVIRONMENTAL ENGINEER.

City of Lake City
Attn: Procurement Department
205 N. Marion Avenue
Lake City, Florida 32055

All proposals which are submitted through delivery services such as Federal Express, UPS, or United States Postal Service Express Mail, must be marked on the OUTSIDE of the delivery package with the company or Engineer's name, address, phone number, (RFQ-004-2014), Request for Qualifications for CIVIL/ENVIRONMENTAL ENGINEER December 19, 2013 at 4:00 p.m). The qualifications must be in a sealed envelope INSIDE the delivery package with the same information as listed above. All qualifications which are hand delivered or delivered through regular mail by the United States Postal Service must have all the same information as listed above on the OUTSIDE of the sealed envelope. Failure to comply may be reason to reject the qualifications.

Exhib. a B^u

The City of Lake City is exempt from State Use Tax, State Retail Tax and Federal Excise Tax. The proposal must be dated, signed by authorized representative, title, firm name, address and telephone number.

By submission of his/her qualifications, the Consultant certifies that:

- A. The qualifications have been arrived at by the Engineer independently and have been submitted without collusion with any other Engineer described in the Request for Qualifications.
- B. The contents of the qualifications have not been communicated by the Engineer, his/her employees or agents, to his/her best knowledge and belief, to any person not an employee or agent of the Engineer or his/her surety in any bond furnished herewith and will not be communicated to any such person prior to the official opening of the qualifications.

Qualifications may not be withdrawn for a period of 60 days after the scheduled closing time.

Request for additional information or clarifications must be made in writing to the Director of Procurement. Facsimile or e-mail request are acceptable. The Director of Procurement will issue replies to inquiries and additional information or amendments deemed necessary in written addenda, which will be issued prior to the deadline for responding to this RFQ. Deadline for questions is Wednesday, December 11, 2013 at 4:00 p.m.


procurement@lcfla.com

Telephone (386) 719-5816

Fax (386) 755-6112

Respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72-hour period following the agency posting the notice of intended award, excluding Saturdays, Sundays, and city holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the Procurement Department or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response.

The City of Lake City for reserves the right to accept or reject any/all qualifications and to award the contract in the best interest of the City.



Wendell Johnson
City Manager