

6:45 P.M. Community Redevelopment Agency Meeting

AGENDA
CITY OF LAKE CITY
City Council Regular Session
April 18, 2016
7:00 P.M. at City Hall

PLEDGE OF ALLEGIANCE

INVOCATION - Vice Mayor-Council Member Zack Paulk

1. **ROLL CALL**

2. **PROCLAMATIONS**

None

3. **MINUTES**

A. Regular Session-March 21, 2016

B. Regular Session-April 4, 2016

4. **APPROVAL OF AGENDA**

Open Second Public Hearing to discuss the Fiscal Year 2015 Florida Small Cities Community Development Block Grant Application.

Note: Mr. Fred Fox, Fred Fox Enterprise, Inc. will be present to conduct the hearing.

Close Public Hearing

5. **APPROVAL OF CONSENT AGENDA**

None

6. **PRESENTATIONS**

None

7. **PERSONS WISHING TO ADDRESS COUNCIL**

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

9. OLD BUSINESS

None

10. NEW BUSINESS

A. RESOLUTIONS:

1. City Council Resolution No. 2016-015, if adopted, will authorize the use of \$50,000.00 of City of Lake City Community Redevelopment Agency Tax Increment Financing Funding as leverage for the Small Cities Commercial Revitalization Community Development Block Grant Application the City is submitting to the Florida Department of Economic Opportunity for Federal Fiscal Year 2015.
2. City Council Resolution No. 2016-016, if adopted, will authorize the submission of an application for the Small Cities Community Development Block Grant Program to the Florida Department of Economic Opportunity for Federal Fiscal Year 2015.
3. City Council Resolution No. 2016-017, if adopted, will authorize the implementation of the long term and short term objectives of the City of Lake City Community Development Plan.
4. City Council Resolution No. 2016-022, if adopted, will authorize the City, by and through its Lake City Police Department ("Police Department") to enter into an Interagency Agreement sharing governmental interface product with the Santa Rosa County Sheriff's Office to utilize the SmartCOP interface for access to the National Crime Information Center and Florida Crime Information Center.
5. City Council Resolution No. 2016-023, if adopted, will appoint David Adel as City Council appointed member of the Board of Trustees of the Lake City Municipal Police Officers Retirement Trust Fund.

City Council Agenda

April 18, 2016

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11. DEPARTMENTAL ADMINISTRATION

None

12. COMMENTS BY COUNCIL MEMBERS

13. ADJOURNMENT

The City Council in and for the citizens of the City of Lake City, Florida, met in Regular Session, on March 21, 2016 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 Melinda Moses

1. ROLL CALL

- | | |
|---------------------------|-----------------------|
| Mayor/Councilman | Stephen M. Witt |
| Vice Mayor/Council Member | Zack Paulk |
| City Council | Eugene Jeffersor. |
| | Melinda Moses |
| | George Ward |
| Acting City Attorney | Bonnie Green |
| City Manager | Wendell Johnson |
| Sergeant-at-Arms | Chief Argatha Gilmore |
| Chief for a Day | Chief Aleck Avila |
| City Clerk | Audrey Sikes |

2. PROCLAMATIONS

A. "Chief for A Day"-Aleck Avila-March 21, 2016

Chief Gilmore recognized and/or introduced the following attendees: attendees were recognized and/or introduced the following:

- Joe Cox, Owner of McDonalds
- Wendy Stevens, Columbia County Coordinator of Elementary Education
- Amy Smith, teacher, Westside Elementary School
- Marjorie Pollock, teacher, Westside Elementary School
- April Vinson, principal Westside Elementary School
- Dolly Gonzalez and Alex Avila (parents of Aleck Avila)
- Citizen's Police Academy

Mr. Cox addressed council regarding the "Chief for a Day" program. Chief Avila presented his winning essay regarding Chief for a Day and thanked the City for this opportunity. Mayor Witt presented Chief Aleck Avila with a proclamation declaring him "Chief for a Day".

B. Women's History Month-March 2016

Mayor Witt presented a proclamation declaring March, Women's History Month.

3. MINUTES

None

4. APPROVAL OF AGENDA

Mr. Jefferson made a motion to approve the agenda as presented. Ms. Moses seconded the motion. The motion carried unanimously on a voice vote.

Fair Housing Workshop

Mr. Fred Fox, Fred Fox Enterprise, Inc., presented a PowerPoint for the Florida Small Cities Community Development Block Grant.

At this time Mayor Witt closed the regular session and opened a public hearing for the purpose of discussing the Fiscal Year 2015 Florida Small Cities Community Development Block Grant Application. No one asked to be heard regarding the Fiscal Year 2015 Florida Small Cities Community Development Block Grant therefore Mayor Witt closed the public hearing.

Mr. Ward made a motion authorizing an application for a Commercial Revitalization Block Grant for the Veteran's Street Improvement Project to accommodate downtown parking needs. 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

5. APPROVAL OF CONSENT AGENDA

A. Ratify approval the use of \$176,726 in Impact Fee Trust Fund Revenue for Water, Sewer & Force Main (Impact Fee Trust Fund) for the Gateway Crossing Project.

B. Approval to award Bid No. ITB-006-2016 for Asphalt Annual Contract to Anderson Columbia Co, Inc., the most responsible responsive bidder.

Ms. Moses made a motion to approve the consent agenda consisting of items "A" and "B" identified above. Mr. Jefferson seconded the motion. The motion carried unanimously on a voice vote.

6. PRESENTATIONS

A. Mr. Jim Gollahon, Gollahon Financial Services, Utility Bond Refunding
Ms. Moses made a motion to approve City Staff and Gollahon Financial Services (GFS) recommendation to refund three (3) existing utility loans to secure additional funds for utility improvements; specifically, the Kicklighter Water Reclamation Facility (WRF). The funding source was identified as the Water/Sewer Enterprise Funds. Mr. Ward seconded the motion. A roll call vote was taken and the motion passed.

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

7. PERSONS WISHING TO ADDRESS COUNCIL
None

8. PERSONS WISHING TO APPEAR THAT ARE NOT ON THE AGENDA
Tannia Weaver (P.O. Box 12245, Gainesville, FL), President of the Gainesville Alumni Chapter of Delta Sigma Theta Sorority, Inc., public service group, addressed council to introduce her members.

Linda Andrews, 366 St. Johns St., Lake City, FL, addressed council speaking in opposition of fluoridation.

Dr. Lorrie Wheeler, 272 SW Bentley PL, Lake City, FL, addressed council speaking in favor of fluoridation. Dr. Wheeler represented a group in attendance. See attached Exhibit A in the agenda packet archives, provided by Dr. Wheeler, as being in support of fluoridation.

9. OLD BUSINESS
None

10. NEW BUSINESS

A. RESOLUTIONS:

1. City Council Resolution No. 2016-011, if adopted, will authorize the City to amend the annual Operating Budget (Budget Amendment No. 1) for the City, for the Fiscal Year beginning October 1, 2015, adopted by Resolution No. 2015-033. **Mr. Jefferson made a motion to adopt City Council Resolution No. 2016-011, authorizing the City to amend the annual Operating Budget (Budget Amendment No. 1) for the City, for the Fiscal Year beginning October 1, 2015, adopted by Resolution No. 2015-033. 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

2. City Council Resolution No. 2016-012, if adopted, will authorize the City to enter into Change Order Number Two to the contract between the City and Ortega Industrial Contractors, Inc., relating to the construction of the Kicklighter Wastewater Reclamation Facility for superintendent costs, labor, equipment

and site work costs relating to effluent tie-in for a not-to-exceed cost of \$57,984.48, which will increase the original contract amount from \$11,446,736.00 to \$11,570,362.57 (including Change Order No. 1) and will require seven (7) days to be added to the contract for the substantial completion date. **Mr. Ward made a motion to adopt City Council Resolution No. 2016-012, authorizing the City to enter into Change Order Number Two to the contract between the City and Ortega Industrial Contractors, Inc., relating to the construction of the Kicklighter Wastewater Reclamation Facility for superintendent costs, labor, equipment and site work costs relating to effluent tie-in for a not-to-exceed cost of \$57,984.48, which will increase the original contract amount from \$11,446,736.00 to \$11,570,362.57 (including Change Order No. 1) and will require seven (7) days to be added to the contract for the substantial completion date. 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

3. City Council Resolution No. 2016-013, if adopted, will authorize the City to enter into Task Assignment Number Four to the Basic Contract with Hatch Mott MacDonald Florida, LLC., for professional engineering and surveying services for assistance in the preparation of Capacity Analysis Report and Operation and Maintenance Report to meet FDEP requirements for a lump sum fee not to exceed \$18,340.00. **Mr. Paulk made a motion to adopt City Council Resolution No. 2016-013, authorizing the City to enter into Task Assignment Number Four to the Basic Contract with Hatch Mott MacDonald Florida, LLC., for professional engineering and surveying services for assistance in the preparation of Capacity Analysis Report and Operation and Maintenance Report to meet FDEP requirements for a lump sum fee not to exceed \$18,340.00. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion passed.**

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

B. Price Creek Water Plant Fluoridation Discussion (Wendell Johnson)
Mr. Johnson introduced the subject to members and the availability to apply for a grant for the installation of a water fluoridation unit.

Mike Osborn, Water Treatment Plant Director, addressed council speaking against water fluoridation.

Mark Lander, Administrator-Florida Department of Health, addressed council speaking in favor of water fluoridation.

Sean Issac, Florida Department of Health, addressed council speaking in favor of water fluoridation.

11. DEPARTMENTAL ADMINISTRATION

A. Marion Avenue Discussion (Wendell Johnson)

Mr. Ward made a motion to accept and to move forward with the process to assume ownership of Marion Street from Highway 90 to Florida State Road 100 from the Department of Transportation. Ms. Moses seconded the motion. A roll call vote was taken and the motion passed.

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

12. COMMENTS BY COUNCIL MEMBERS

None

14. ADJOURNMENT

All matters having been handled, the meeting adjourned at 8:51 p.m. on a motion made and duly seconded.

Stephen M. Witt, Mayor/Council Member

Audrey Sikes, MMC City Clerk

The City Council in and for the citizens of the City of Lake City, Florida, met in Regular Session, on April 4, 2016 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 - Mayor Stephen M. Witt

1. ROLL CALL

Mayor/Councilman	Stephen M. Witt
Vice Mayor/Council Member	Zack Paulk-Absent
City Council	Eugene Jefferson
	Melinda Moses
	George Ward
Acting City Attorney	Bonnie Green
City Manager	Wendell Johnson
Sergeant-at-Arms	Chief Gerald Butler
City Clerk	Audrey Sikes

2. PROCLAMATIONS

A. National Public Safety Telecommunicators Week
April 10-16, 2016

Mayor Witt presented Lake City Police Department Telecommunicators with a Proclamation declaring April 10-16, 2016 as National Public Safety Telecommunicators Week.

B. City Employee Awards

Mayor Witt presented Al Sloan with the City's Dedication Award Plaque and Sue Tuell with the Employee of the Year Award Plaque.

3. MINUTES

A. Regular Session-March 7, 2016

Ms. Moses made a motion to approve the minutes of the March 7, 2016 Regular Session meeting as presented. Mr. Jefferson seconded the motion and the motion carried unanimously on a voice vote.

4. APPROVAL OF AGENDA

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

5. APPROVAL OF CONSENT AGENDA

- A. Permit application for the Derby Dash Car Show and Chili Cook-off Charity Fund Event for Haven Hospice scheduled for Saturday, May 7, 2016, from 6:00 a.m. until 4:00 p.m. All supporting documents including certificate of insurance have been provided.
- B. Approve a part time Custodian "Classified" position for the Utilities Department Annex to work no more than 20 hours per week at \$10.00 per hour.
- C. Approval to award Bid No. ITB-008-2016 for Submersible Wastewater Lift Station Pumps to F J Nugent & Associates, the most responsive responsible bidder.

Ms. Moses made a motion to approve the consent agenda consisting of items "A", "B", and "C" identified above. Mr. Ward seconded the motion. The motion carried unanimously on a voice vote.

6. PRESENTATIONS

None

7. PERSONS WISHING TO ADDRESS COUNCIL

None

8. PERSONS WISHING TO APPEAR THAT ARE NOT ON THE AGENDA

None

9. OLD BUSINESS

None

10. 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. 2016-2075. City Council Ordinance No. 2016-2075 was read by title. Mayor Witt asked if anyone wanted to be heard regarding City Council Ordinance No. 2016-2075. No one asked to be heard regarding City Council Ordinance No. 2016-2075 therefore Mayor Witt closed the public hearing.

B. ADOPTION OF ORDINANCES:

- 1. Ordinance No. 2016-2075 (first reading), if adopted, relates to the voluntary annexation of the Piney Woods Lodge property located off of Highway 90 West into the boundaries of the City of Lake City. This property is currently owned by Eskebee, Inc. **Mr. Ward made a motion to adopt City Council Ordinance No. 2016-2075 on first reading, relating to the voluntary annexation of the Piney Woods Lodge property located off of Highway 90 West**

into the boundaries of the City of Lake City. This property is currently owned by Eskebee, Inc. Ms. Moses seconded the motion. A roll call vote was taken and the motion passed.

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

C. RESOLUTIONS:

1. City Council Resolution No. 2016-014, if adopted, will authorize the City, by and through the Lake City Police Department, to enter into a Project Lifesaver Active Membership Operational Agreement and Standards for the Florida Lifesaver Pilot Program. **Mr. Jefferson made a motion to adopt City Council Resolution No. 2016-014, authorizing the City, by and through the Lake City Police Department, to enter into a Project Lifesaver Active Membership Operational Agreement and Standards for the Florida Lifesaver Pilot Program. Ms. Moses seconded the motion. A roll call vote was taken and the motion passed.**

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

2. City Council Resolution No. 2016-018, if adopted, will authorize the City, by and through its Lake City Police Department, to enter into a Memorandum of Agreement with the Florida Department of Corrections for the purpose of establishing and maintaining support during an actual or anticipated emergency/escape at the Columbia Correctional Institution/Lake City Work Release Center. **Mr. Jefferson made a motion to adopt City Council Resolution No. 2016-018, authorizing the City, by and through its Lake City Police Department, to enter into a Memorandum of Agreement with the Florida Department of Corrections for the purpose of establishing and maintaining support during an actual or anticipated emergency/escape at the Columbia Correctional Institution/Lake City Work Release Center. Mr. Ward seconded the motion. A roll call vote was taken and the motion passed.**

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

3. City Council Resolution No. 2016-019, if adopted, will authorize, approve, ratify and confirm the City, by and through its Police Department, to enter into a Third Judicial Circuit Mutual Aid Agreement between municipalities located in the

Third Judicial Circuit and the Sheriffs of the Counties within the Third Judicial Circuit. **Mr. Ward made a motion to adopt City Council Resolution No. 2016-019, authorizing, approving, ratifying and confirming the City, by and through its Police Department, to enter into a Third Judicial Circuit Mutual Aid Agreement between municipalities located in the Third Judicial Circuit and the Sheriffs of the Counties within the Third Judicial Circuit. Ms. Moses seconded the motion. A roll call vote was taken and the motion passed.**

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

4. City Council Resolution No. 2016-020, if adopted, will authorize the City, by and through its Lake City Police Department, to enter into Regional Law Enforcement Memorandum of Understanding with the Florida Department of Law Enforcement and the Lake City Police Department for participation within the Florida Regional Law Enforcement Exchange System. **Ms. Moses made a motion to adopt City Council Resolution No. 2016-020, authorizing the City, by and through its Lake City Police Department, to enter into Regional Law Enforcement Memorandum of Understanding with the Florida Department of Law Enforcement and the Lake City Police Department for participation within the Florida Regional Law Enforcement Exchange System. Mr. Ward seconded the motion. A roll call vote was taken and the motion passed.**

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

5. City Council Resolution No. 2016-021, if adopted, will support restoration of passenger rail service between New Orleans, Louisiana, and Orlando, Florida, with a designated passenger stop in Lake City. **Mr. Jefferson made a motion to adopt City Council Resolution No. 2016-021, supporting restoration of passenger rail service between New Orleans, Louisiana, and Orlando, Florida, with a designated passenger stop in Lake City. Ms. Moses seconded the motion. A roll call vote was taken and the motion passed.**

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

11. DEPARTMENTAL ADMINISTRATION

Mr. Johnson stated an outline of the Strategic Planning Workshop should be available by the end of the week.

12. COMMENTS BY COUNCIL MEMBERS

Ms. Moses commended the City on a well-executed and enjoyable Women's History Month Luncheon.

14. ADJOURNMENT

All matters having been handled, the meeting adjourned at 7:19 p.m. on a motion made and duly seconded.

Stephen M. Witt, Mayor/Council Member

Audrey Sikes, MMC City Clerk

CITY COUNCIL RESOLUTION NO. 2016-015

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AUTHORIZING THE USE OF FIFTY THOUSAND DOLLARS (\$50,000.00) OF CITY OF LAKE CITY COMMUNITY REDEVELOPMENT AGENCY TAX INCREMENT FINANCING FUNDING AS LEVERAGE FOR THE SMALL CITIES COMMERCIAL REVITALIZATION COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION THE CITY IS SUBMITTING TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY FOR FEDERAL FISCAL YEAR 2015.

WHEREAS, the City of Lake City ("City") desires to show evidence of its commitment to provide a specific amount of leverage funding to be used in carrying out the Small Cities Commercial Revitalization Community Development Block Grant Application.

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

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

Section 2. That the City hereby commits to providing a minimum of Fifty Thousand Dollars (\$50,000.00) of funding as leverage for a Community Development Block Grant application in the Commercial Revitalization category.

Section 3. That Fifteen Thousand Dollars (\$15,000.00) of the leverage funding shall come from the City's Community Redevelopment Agency Tax Increment Financing Fund for Activity 03G – Parking Facilities.

Section 4. That Thirty-Five Thousand Dollars (\$35,000.00) of the leverage funding shall come from the City's Community Redevelopment Agency Tax Increment Financing Fund for Activity 016 – Engineering to pay for the bidding and construction observation services required for the project.

Section 5. That the City understands these funds will be expended, following approval of the Community Development Block Grant, after the Department of Economic Opportunity site visit for the project, but prior to the City submitting the administrative closeout for the project to the Florida Department of Economic Opportunity.

Section 6. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED at a meeting of the City Council this _____ day of _____, 2016

Mayor-Councilman

ATTEST:

City Clerk

APPROVED AS TO FORM AND LEGALITY:

By: _____
HERBERT F. DARBY
City Attorney

CITY COUNCIL RESOLUTION NO. 2016-016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR THE SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY FOR FEDERAL FISCAL YEAR 2015.

WHEREAS, the City of Lake City, Florida ("City") desires to submit an application to the Florida Department of Economic Opportunity for a Small Cities Community Development Block Grant to benefit persons of low and moderate income.

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

Section 1. The above recital is true and accurate and is incorporated herein and made a part of this resolution

Section 2. The City of Lake City hereby authorizes the filing of an application for a Commercial Revitalization Community Development Block Grant.

Section 3. The Mayor of the City of Lake City is hereby authorized to execute all documents required in connection with the filing of said application to be submitted on April 25, 2016.

PASSED AND ADOPTED at a meeting of the City Council this _____
day of _____, 2016

Mayor-Councilman

ATTEST:

City Clerk

APPROVED AS TO FORM AND LEGALITY:

By: _____
HERBERT F. DARBY
City Attorney

CITY COUNCIL RESOLUTION NO. 2016-017

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AUTHORIZING THE IMPLEMENTATION OF THE LONG TERM AND SHORT TERM OBJECTIVES OF THE CITY OF LAKE CITY COMMUNITY DEVELOPMENT PLAN

WHEREAS, the City of Lake City is located in Columbia County, based on the 2010 U.S. Census, the City's population is 12,046. Of the 12,046 residents, 1,839 or 15.26% are below the poverty level.

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

Section 1. The above recital is true and accurate and is incorporated herein and made a part of this resolution.

Section 2. The City shall implement the following objectives:

LONG TERM OBJECTIVES:

1. To improve the physical environment of the community to make it more functional, safe, and efficient and to preserve the integrity of the neighborhood.
2. To promote the public interest.
3. To inject long range considerations into the determination of short range decisions.
4. To bring professional and technical knowledge to bear on issues concerning social, economical, or physical development.
5. To facilitate effective cooperation and coordination between all concerned with community development.
6. To identify all available resources for major opportunities and to improve the way of life for all in the community.

SHORT TERM OBJECTIVES:

1. To apply for Community Development Block Grant funds in the Commercial Revitalization category to acquire property for and construct a parking lot for use by the general public within the City of Lake City's downtown.

2. To explore other possible resources for the purpose of improving the way of life for all citizen's, especially those who live in deteriorated housing and neighborhoods.

PASSED AND ADOPTED at a meeting of the City Council this _____ day of _____, 2016

Mayor-Councilman

ATTEST:

City Clerk

APPROVED AS TO FORM AND LEGALITY:

By:

HERBERT F. DARBY
City Attorney

CITY COUNCIL RESOLUTION NO. 2016-022

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AUTHORIZING THE CITY, BY AND THROUGH ITS LAKE CITY POLICE DEPARTMENT ("POLICE DEPARTMENT") TO ENTER INTO AN INTERAGENCY AGREEMENT SHARING GOVERNMENTAL INTERFACE PRODUCT WITH THE SANTA ROSA COUNTY SHERIFF'S OFFICE TO UTILIZE THE SMARTCOP INTERFACE FOR ACCESS TO THE NATIONAL CRIME INFORMATION CENTER AND FLORIDA CRIME INFORMATION CENTER.

WHEREAS, the Santa Rosa County Sheriff's Office ("SRCSO"), and the City of Lake City ("City"), by and through its Lake City Police Department ("Police Department"), are bona fide law enforcement agencies; and

WHEREAS, the SRCSO presently has the benefit of a SmartCOP governmental interface, operated and maintained by CTS America, which provides access to the National Crime Information Center ("NCIC"), and the Florida Crime Information Center ("FCIC"); and,

WHEREAS, City's Police Department wishes to utilize the SmartCOP interface for access to NCIC and FCIC Information Systems for law enforcement purposes; and

WHEREAS, the City finds it is in the best interest of its citizens for the Police Department to enter into an Interagency Agreement Sharing Governmental Interface Product with SRCSO, copy of which is attached hereto as Exhibit "A" and made a part of this resolution (the "Agreement").

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, by and through its Police Department, is authorized to enter into the Agreement with SRCSO.

Section 3. The Mayor and Chief of Police are authorized to execute the Agreement for and on behalf of the City and the Police Department.

PASSED AND ADOPTED at a meeting of the City Council this ____ day of _____, 2016.

Mayor-Councilman

ATTEST:

City Clerk

APPROVED AS TO FORM AND LEGALITY:

By:

HERBERT F. DARBY
City Attorney

INTERAGENCY AGREEMENT

SHARING GOVERNMENTAL INTERFACE PRODUCT

WHEREAS, The Santa Rosa County Sheriff's Office, hereafter referred to as SRCSO, and the City of Lake City, Lake City Police Department, hereafter referred to as the Contract Agency (CA), are bona fide law enforcement agencies; and

WHEREAS, The SRCSO presently has the benefit of an SmartCOP governmental interface, operated and maintained by CTS America, which provides access to the National Crime Information Center, hereafter NCIC, and the Florida Crime Information Center, hereafter FCIC; and,

WHEREAS, The CA wishes to utilize the SmartCOP interface for access to NCIC and FCIC Information Systems for law enforcement purposes;

NOW THEREFORE, The parties agree as follows,

1. SRCSO will provide the CA with a current and complete list of all CTS America/SmartCOP employees who require unescorted physical or local access to Criminal Justice Information (CJI).
2. The SRCSO assumes the responsibilities of the lead criminal justice agency to ensure the vendor, CTS America, is in compliance with the Criminal Justice Information System (CJIS) Security Policy (CSP). Further, the SRCSO will ensure all of the CTS America/SmartCOP employees provided in section 1, above, are appropriately screened and trained.
3. SRCSO will fingerprint and submit the requisite identification information on CTS America/SmartCOP employees who require unescorted physical or local access to Criminal Justice Information (CJI) prior to being granted access. The SRCSO will use its criminal justice Originating Agency (ORI) for submitting fingerprints required by the Criminal Justice Information System Security Policy (CSP) and User Agreement (UA).
4. SRCSO will maintain a current and complete list of all CTS America/SmartCOP employees who have been authorized to access Criminal Justice Information (CJI). Employee information shall include name, date of birth, and, if previously provided, social security number or unique identification to accurately identify the employee.
5. The SRCSO shall provide to the CA the list of all CTS America/SmartCOP employees who are authorized access to Criminal Justice Information (CJI).
6. The SRCSO shall defer to Florida Department of Law Enforcement (FDLE) Criminal Justice Information System Security Officer (CSO) regarding any issues with respect to Criminal Justice Information (CJI) access eligibility as required by the Criminal Justice Information System Security Policy (CSP) and the User Agreement (UA).
7. When any change occurs to the list of authorized CTS America/SmartCOP employees, the SRCSO shall provide to the CA with the corrected or revised list of authorized CTS

"EXHIBIT" A "

America/SmartCOP employees, and specifically identify any additions, deletions, or modifications to the list.

8. The SRCSO will notify the CA in the event that a CTS America/SmartCOP employee, whether seeking or already authorized access to Criminal Justice Information (CJI), is denied such access by the Florida Department of Law Enforcement (FDLE) Criminal Justice Information System Security Officer (CSO).

9. To properly assess any potentially disqualifying information as it becomes available, every year, the SRCSO shall perform a name-based check via the Florida Crime Information Center (FCIC) message switch, to include, but not be limited to, hot files, and state/national criminal history record information searches, on all CTS America/SmartCOP employees authorized access to Criminal Justice Information (CJI).

10. Upon notification/determination of any type of reported or observed criminal or other disqualifying activity by a CTS America/SmartCOP employee authorized access to Criminal Justice Information (CJI), the SRCSO shall immediately notify the CA via formal correspondence of the employee's activity.

11. The SRCSO shall immediately notify the CA upon learning of the termination or suspension from employment of a CTS America/SmartCOP employee authorized access to Criminal Justice Information (CJI).

12. The CA shall be entitled to use, through agents and employees of the SRCSO, the CTS America/SmartCOP interface located at the SRCSO for the purpose of gaining access to National Crime Information Center (NCIC) and Florida Crime Information Center (FCIC) Information Systems.

13. The CA agrees to abide by all applicable local, state, and federal laws, rules and regulations, as well as the rules and regulations of National Crime Information Center (NCIC) and Florida Crime Information Center (FCIC), with regards to the use of said computer terminals.

14. The CA agrees to abide by all the terms and conditions of the most recent User Agreement (UA) executed into between the Florida Department of Law Enforcement (FDLE) and the SRCSO.

15. The CA agrees that it shall make use of the CTS America/SmartCOP interface only for bona fide law enforcement purposes.

16. The CA agrees to retain responsibility for, and be ultimately liable for, the validity and accuracy of all information or data submitted for entry into the National Crime Information Center (NCIC) and Florida Crime Information Center (FCIC) Information Systems. The CA agrees to save and hold harmless, and indemnify the SRCSO from any and all liability relating to or arising out of the operation of this agreement.

17. If the CA intends to use mobile devices, as defined in the Criminal Justice Information System Security Policy (CSP), the CA agrees to have and operate a Mobile Device Management (MDM) solution and comply with the CSP.

18. In compliance with Florida Department of Law Enforcement User Agreement (FDLE UA), the CA agrees to have a formal written policy restricting access CTS America/SmartCOP interface access to agency owned devices and forbidding the use of CTS America/SmartCOP interface on personally owned or public devices.

19. The CA shall designate a primary and secondary point of contact within its agency to receive information and updates regarding CTS America/SmartCOP employees authorized to access Criminal Justice Information (CJI).

20. The SRCSO shall have formal written guidelines defining the processes associated with implementation of this Agreement.

21. The SRCSO will forward a copy of this Agreement to the Florida Department of Law Enforcement (FDLE) Criminal Justice Information System Security Officer (CSO).

22. The term of this agreement shall commence on the date the agreement is signed by both parties and expires December 31, 2018, unless terminated sooner.

23. Either party may terminate this agreement upon thirty (30) days written notice, except that the SRCSO may terminate this agreement immediately and without notice upon finding that the CA has violated the terms of this agreement.

24. This agreement constitutes the entire agreement of the parties and may not be modified as amended without written agreement executed by both parties.

IN WITNESS HEREOF, the parties hereto have caused this agreement to be executed by the proper officers and officials.

Santa Rosa County Sheriff's Office

Sheriff Wendell Hall

Date

Witness

Date

Lake City Police Department

Chief Argatha Gilmore

Date

Witness

Date

City of Lake City

Stephen M. Witt, Mayor

Date

Witness

Date

APPROVED AS TO FORM AND LEGALITY:

By:

HERBERT F DARBY
City Attorney

CITY COUNCIL RESOLUTION NO. 2016-023

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, APPOINTING DAVID ADEL AS CITY COUNCIL APPOINTED MEMBER OF THE BOARD OF TRUSTEES OF THE LAKE CITY MUNICIPAL POLICE OFFICERS RETIREMENT TRUST FUND.

WHEREAS, Ordinance No. 99-859, as amended, provides that the Board of Trustees of the Lake City Municipal Police Officers Retirement Trust Fund shall consist of five (5) persons; two (2) of whom shall be legal residents of the City of Lake City and who shall be appointed by the City Council. Two (2) members of the Board of Trustees shall be police officers elected by a majority of the police officers who are active members of the plan. A fifth member of the Board shall be chosen by a majority of the other four (4) Trustees, and such person's name shall be submitted to the City Council for appointment. The City Council shall appoint the fifth member selected by the other four (4) Trustees as a ministerial duty; and

WHEREAS, the term of office of Cecilia L. Cothran expired at Midnight, May 20, 2015; and

WHEREAS, Cecilia L. Cothran no longer desires to continue serving as City Council appointed member of the Board; and

WHEREAS, David Adel, who resides in the City, has expressed a desire to serve as City Council appointed member of the Board; and

WHEREAS, the City Council desires to appoint David Adel as City Council appointed member to the Board to serve a two (2) year term commencing April 19, 2016, and ending at Midnight, April 18, 2018, or until his successor is appointed.

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. That David Adel is hereby appointed as City Council appointed member to the Board to serve a two (2) year term commencing April 19, 2016, and ending at Midnight, April 18, 2018, or until his successor is appointed

PASSED AND ADOPTED at a meeting of the City Council this _____ day of _____, 2016.

Mayor-Councilman

ATTEST:

City Clerk

APPROVED AS TO FORM AND LEGALITY:

By: _____
HERBERT F. DARBY
City Attorney