

**RESOLUTION NO 2024 - 029**  
**CITY OF LAKE CITY, FLORIDA**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, APPROVING THAT CERTAIN AGREEMENT BETWEEN THE CITY, CAREERSOURCE FLORIDA CROWN AND COLUMBIA COUNTY; MAKING CERTAIN FINDINGS OF FACT IN SUPPORT OF THE CITY APPROVING SAID AGREEMENT; RECOGNIZING THE AUTHORITY OF THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; DIRECTING THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; PROVIDING FOR THE IMPLEMENTATION OF THE "SUMMER YOUTH EMPLOYMENT PROGRAM" TO INCLUDE TRAINING AND EMPLOYMENT OPPORTUNITIES WITH THE CITY FROM MAY 28, 2024 THROUGH JULY 18, 2024; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Lake City, Florida, (the "City") by and through the Lake City Police Department (the "Police Department") has historically joined with CareerSource Florida Crown ("CSFC") to provide employment assistance to adolescents; and

**WHEREAS**, the City, Police Department, and CSFC desire to provide employment assistance again through the "Summer Youth Employment Program"; and

**WHEREAS**, the City, Police Department, and CSFC desire to provide training and employment opportunities to the youth of the surrounding communities that will benefit the communities; and

**WHEREAS**, the City, Police Department, and CSFC have found benefits from working together in the past and desire to continue the working relationship; and

**WHEREAS**, the City, Police Department and CSFC desire to enter into the *Lake City Summer Youth Employment Program Agreement Between CareerSource Florida Crown and the City of Lake City and Columbia County*, a copy of which is attached hereto and made a part of this resolution (hereinafter the "Summer Youth Employment Agreement"); now therefore.

**BE IT RESOLVED** by the City Council of the City of Lake City, Florida:

1. Engaging the Vendor to provide the products and services in the Agreement to complete the Project

is in the public or community interest and for public welfare; and

2. In furtherance thereof, the Agreement in the form of the Exhibit attached hereto should be and is approved by the City Council of the City of Lake City; and
3. The Mayor of the City of Lake City is the officer of the City duly designated by the City's Code of Ordinances to enforce such rules and regulations as are adopted by the City Council of the City of Lake City; and
4. The Mayor of the City of Lake City is directed to execute on behalf of and bind the City to the terms of the Agreement; and
5. All prior resolutions of the City Council of the City of Lake City in conflict with this resolution are hereby repealed to the extent of such conflict; and
6. This resolution shall become effective and enforceable upon final adoption by the City Council of the City of Lake City.

**APPROVED AND ADOPTED**, by an affirmative vote of a majority of a quorum present of the City Council of the City of Lake City, Florida, at a regular meeting, this \_\_\_\_ day of May, 2024.

BY THE MAYOR OF THE CITY OF LAKE CITY, FLORIDA

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Stephen M. Witt, Mayor

ATTEST, BY THE CLERK OF THE CITY COUNCIL OF  
THE CITY OF LAKE CITY, FLORIDA:

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Audrey Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

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Clay Martin, City Attorney

**CareerSource Florida Crown  
Region 07**

**Summer Youth Agreement**

**with**

**The City of Lake City**

**And**

**Columbia County**

subrecipient  or vendor

**March 28, 2024**

**LAKE CITY SUMMER YOUTH EMPLOYMENT PROGRAM AGREEMENT  
BETWEEN CAREERSOURCE FLORIDA CROWN AND THE CITY OF LAKE CITY  
AND COLUMBIA COUNTY**

This *AGREEMENT* is entered into between CareerSource Florida Crown (**hereinafter referred to as “CSFC”**), located at 1389 US Highway 90 West, Suite 170-B, Lake City, Florida 32055  
and  
**City of Lake City (hereinafter referred to as CLC)** located at 205 N. Marion Ave, Lake City, FL 32055  
and  
**Columbia County, (hereinafter referred to as CC)** located at 135 N.E. Hernando Ave, Lake City, FL 32055.

**1. TERMS and CONDITIONS:**

CSFC, CLC and CC will provide employment assistance under the Summer Youth Program as follows:

- A. All participants designated for the Summer Youth Program must meet eligibility requirements per the CSFC. CSFC will establish and certify eligibility of all participants prior to their enrollment in the program.
- B. The Summer Youth Program consists of one (1) week of mandatory soft skills training, unpaid. Once the soft skills training is complete, the participant will have the opportunity to complete up to six (6) weeks of paid work experience.
- C. The rate of compensation for the Summer Youth Program is \$12.50 per hour for 32 hours per week maximum. Each participant will receive a W-2 at the end of year in order to file taxes as no taxes will be deducted.
- D. Funds from CSFC in conjunction with the City of Lake City and Columbia County will be used to compensate participants in the Summer Youth Employment Program.
- E. CSFC cannot pay overtime.
- F. The CSFC will not negotiate a contract with an Employer who is involved in a labor dispute, has employees in active layoff status, or is in violation of Davis-Bacon Labor practices.
- G. No contract will be negotiated, or Trainee placed, with an employer that discriminates in its training or hiring practices because of race, color, sex, national origin, religion, physical or mental disability, political beliefs or affiliations, age, or because of their participation in Federal Grant Programs.

- H. CSFC will not negotiate a contract if the implementation of that contract would displace any current employee or infringe upon the promotional opportunities of any current employee.
- I. CSFC will not negotiate a contract with an Employer that has relocated from another area in the United States within the last one hundred twenty (120) days, if, by relocating, any employees experienced a layoff.
- J. CSFC will evaluate the progress and quality of training on a continuous basis.
- K. CSFC will provide a Job Coach/Developer who will be working with the participant to ensure they are meeting the requirements of the position.
- L. The CLC, CC, and CSFC will work with the Job coach/Developer to determine job duties and skills training.
- M. Contracts through the Summer Youth Program may **NOT** be made with businesses and agencies that can directly benefit from services and are represented on the CSFC Board of Directors.
- N. Once approved, CSFC will provide an executed contract for the employer(s) listed within this document.
- O. Participants will provide completed weekly timesheets to CSFC for processing of payments.
- P. Employer agrees to forward all training documentation relating to the training to CSFC.
- Q. Once training is complete, the Participant will be required to complete a post-employment debriefing.

This *AGREEMENT* shall commence on **June 10, 2024**, or the date on which this *AGREEMENT* has been signed by both parties. This *AGREEMENT* shall terminate no later than **July 19, 2024**.

It is understood and agreed to by the Contractor that CSFC may use information regarding this *AGREEMENT* in its grant applications.

## **2. Termination:**

### **a) Termination at Will:**

This *AGREEMENT* may be terminated by either party upon no less than thirty (30) days notice, without cause. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery, to the individuals identified

### **b) Termination for Breach:**

Unless EMPLOYER breach is waived by CSFC in writing, the CSFC may, upon written notice of breach to EMPLOYER, terminate this *AGREEMENT* upon no less than seventy-two (72) hours notice. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. Waiver or breach of any provision of this *AGREEMENT* shall not be deemed to be waiver of any other breach and shall not be construed to be a modification of terms to the *AGREEMENT*

## **3. Notice of Contact:**

### **The name, title and address of the representative for the CSFC:**

Elissa Howard or Ron Jones  
CareerSource Florida Crown  
1389 US Hwy. 90 West, Suite 170-B, Lake City, FL 32055  
(386) 755-9026, ext. 3219 or 3132

### **The name, title and address of the representative for EMPLOYER:**

City of Lake City  
205 N. Marion Ave  
Lake, City, FL 32055

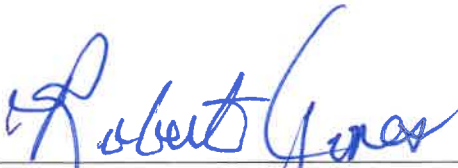
Columbia County  
135 N.E. Hernando Ave  
Lake, City, FL 32055

In the event that either party designates a different representative following the execution of this **AGREEMENT**, notice of the name, title and address of the new representative will be rendered in writing to the other party and said notification attached to the original copies of the **AGREEMENT**.

This **AGREEMENT** contains all the terms and conditions agreed upon by both parties.

**IN WITNESS** thereof, the parties hereto have caused this **AGREEMENT** to be executed by their undersigned agreed upon by both parties.

**CareerSource Florida Crown**

  
\_\_\_\_\_  
Robert Jones, Executive Director  
\_\_\_\_\_  
3/28/24  
\_\_\_\_\_  
Date

**City of Lake City**

\_\_\_\_\_  
Authorized Representative  
\_\_\_\_\_  
Official Title  
\_\_\_\_\_  
Date

**Columbia County**

\_\_\_\_\_  
Authorized Representative  
\_\_\_\_\_  
Official Title  
\_\_\_\_\_  
Date

**Account 030.48 - Operating Expense Promotional Activities**

001.11.521-030.48	Breakfast with the Chief (Quarterly)	1,200.00
001.11.521-030.48	CARC/Happy House Event	60.00
001.11.521-030.48	Citizens Police Academy	1,500.00
001.11.521-030.48	Community Events	500.00
001.11.521-030.48	Community Outreach (ad, event tickets, Promotional items)	2,000.00
001.11.521-030.48	Facebook Market Ads	100.00
001.11.521-030.48	Greater Lake City CDC Ad	100.00
001.11.521-030.48	Greater Lake City CDC Banquet	225.00
001.11.521-030.48	Hurricane Ad	250.00
001.11.521-030.48	March of Dimes Chef's Auction	200.00
001.11.521-030.48	National Night Out/Halloween Safety Bash	1,000.00
001.11.521-030.48	Recruiting/Crime Prevention Supplies	2,000.00
001.11.521-030.48	Swearing-In Ceremonies	500.00

Account **030.48 - Operating Expense Promotional Activities Totals** \$9,635.00

**Account 030.49 - Operating Expense Other Current Charges**

001.11.521-030.49	Awards Banquet	2,400.00
001.11.521-030.49	Retirement Bonus	2,500.00
001.11.521-030.49	Summer Youth Program	25,000.00

Account **030.49 - Operating Expense Other Current Charges** \$29,900.00

**Account 030.51 - Operating Expense Office Supplies**

001.11.521-030.51	Copier Paper	1,500.00
001.11.521-030.51	Office Supplies	2,000.00
001.11.521-030.51	Thermal Paper (Patrol)	3,000.00
001.11.521-030.51	Toner Cartridges for Printers	1,500.00

Account **030.51 - Operating Expense Office Supplies Totals** \$8,000.00

**Account 030.52 - Operating Expense Operating Supplies**

001.11.521-030.52	Ammunition, Firearms, Targets and Supplies, Firearms	50,000.00
001.11.521-030.52	Axon Taser 7 (qty 47) (Year 2 of 5)	30,877.00
001.11.521-030.52	Ballistic Vest (CIU, CID)	925.00
001.11.521-030.52	Ballistic Vest with Carrier	30,000.00
001.11.521-030.52	Brother Thermal Printer	2,500.00
001.11.521-030.52	Carpet and Tile Cleaning	1,200.00
001.11.521-030.52	Cleaning Supplies	3,000.00
001.11.521-030.52	Clothing Allowance Support Bureau	4,000.00
001.11.521-030.52	Clothing Cleaning Allowance	30,000.00
001.11.521-030.52	Desktops	21,000.00
001.11.521-030.52	Diesel Fuel for Generator	1,000.00
001.11.521-030.52	Dispatch Headsets	3,000.00
001.11.521-030.52	Evidence Supplies	4,500.00
001.11.521-030.52	Facelogic Program	999.00
001.11.521-030.52	General Medical Supplies	5,000.00
001.11.521-030.52	Investigative Supplies	3,500.00
001.11.521-030.52	IT Operating Supplies	12,000.00
001.11.521-030.52	K-9 Officer (Canine)	15,000.00
001.11.521-030.52	K-9 Supplies and Services	7,500.00
001.11.521-030.52	Keys	500.00
001.11.521-030.52	Leads Online Program	4,000.00
001.11.521-030.52	New Vehicle Radio Up-Fit	2,500.00
001.11.521-030.52	Police Explorers Clothing	1,000.00
001.11.521-030.52	Police Explorers Operating Expenses	5,000.00





# EVENT NOTICE:

## 2024 Summer Youth Employment Program

CareerSource Florida Crown, Lake City Police Department, The City of Lake City, and Columbia County are excited to announce the 2024 Summer Youth Employment Program.

The Summer Youth Employment Program was developed to create positive relationships between youth and law enforcement. This is accomplished by youth and their families experiencing a beneficial relationship and program through their local police department and community.

Student work schedules are Monday through Thursday 8am - 5pm with a 1-hour lunch break from 12pm-1pm.

Students are paid \$12.50 hourly. They will receive an additional two day's pay for Juneteenth and Independence Day *if* they attend the end of program banquet, giving them the potential to earn \$2,400.

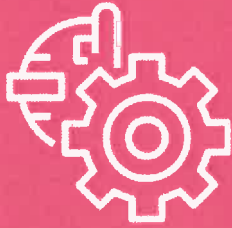
### Requirements:

- Must be enrolled in school, home school program, or have received their GED.
- Ages 16-18, 19 if graduating in 2024
- Must attend all meetings
- Complete unpaid Soft Skills training, students can earn the Florida Ready to work Credential
- Have transportation

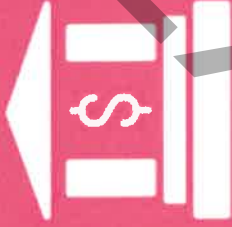
### Schedule/Important dates:

- Wednesday, April 24<sup>th</sup> 6:30 PM to 7:30 PM
  - Student and Guardian meeting at 630pm at the Columbia County School Board. This meeting will be available via Zoom.
- Wednesday, May 1<sup>st</sup>
  - Applications due to CareerSource Florida Crown no later than 5pm
- May 28<sup>th</sup>
  - Mandatory Soft Skills training
- May 30<sup>th</sup>
  - Mandatory Meet the employer
- June 10<sup>th</sup>
  - First day of work
- July 18<sup>th</sup>
  - Last day of work
- July 19<sup>th</sup>
  - Banquet

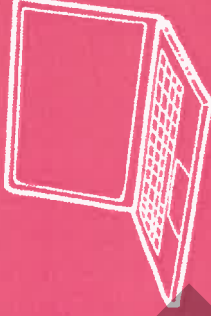
# YOUTH EMPLOYMENT PROGRAM



Resume Building



Weekly Pay



Real Work Experience



**Applications Due**  
To CareerSource by 5 pm,  
Wednesday, May 1st

## Requirements:

- Must be enrolled in school or graduate this year or have a GED
- Ages 16 to 18, 19 if graduating this year
- Must attend all meetings



# SUMMER YOUTH EMPLOYMENT PROGRAM

VOL. 5

2024



## Providing a positive student work experience

### OUR PROGRAM

The Summer Youth Employment Program was developed to create positive relationships between youth and law enforcement. This is accomplished by youth and their families experiencing a beneficial relationship and program through their local police department, CareerSource Florida Crown, and the community.

### STUDENT REQUIREMENTS

- Between the ages of 16 and 18
- May be 19 if graduating this year
- Must be currently enrolled in school, graduating this year, or have their GED
- Must attend all meetings
- Must apply by deadline
- Must complete SoftSkills training

### WHAT WE PROVIDE

CareerSource Florida Crown, in conjunction with the Lake City Police Department, will provide planning, mentorship, and soft skills training. In addition, they will coordinate all aspects of the program and provide oversight, ensuring employers are adequately supported. When necessary, assist with redirection and correction of unfavorable behaviors.



Follow Us On Social Media @lcflapd



### 2022

- 41 students were selected to participate
- 3 students dropped out for personal reasons
- 38 students completed the program
- Culmination Ceremony well attended
- 26 employers participated to provide jobs
- Students earned \$12.50 hour.



### EMPLOYER EXPECTATIONS

- Provide working and learning experiences which students may not otherwise be afforded at their age
- Provide a job description
- Complete necessary agreement paperwork
- Check-in with Florida Crown and LCPD as needed



### 2023

- 39 students were selected to participate
- 2 students dropped out for personal reasons
- 37 students completed the program
- Culmination Ceremony well attended
- 19 employers participated to provide jobs
- Students earned \$12.50 hour



### SCHEDULE

- SoftSkills training will be conducted May 28
- Students will begin work on Monday, June 10, 2024
- Students work Monday – Thursday from 8am until 5pm with a one-hour lunch
- On Thursdays, students will report to the designated training site at 3:30 pm for weekly training
- Students' last day of work July 18
- Students will earn \$12.50 hour