

RESOLUTION NO 2026 - 056

CITY OF LAKE CITY, FLORIDA

A RESOLUTION OF THE CITY OF LAKE CITY, FLORIDA APPROVING THAT CERTAIN INTERLOCAL AGREEMENT BETWEEN THE CITY AND CAREERSOURCE NORTH CENTRAL FLORIDA, A FLORIDA LOCAL GOVERNMENT AGENCY, TO PROVIDE SERVICES IN SUPPORT OF THE CITY SUMMER YOUTH JOB PROGRAM MANAGED BY THE CITY OF LAKE CITY POLICE DEPARTMENT; 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; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, CareerSource North Central Florida, a Florida local government agency (“CSNCFL”) is a local workforce board established pursuant to §163.01 and §445.07, Florida Statutes; and

WHEREAS, the City of Lake City (the “City”) through the City of Lake City Police Department (the “LCPD”) administers a summer youth job program; and

WHEREAS, Section §163.01, Florida Statutes, known as the Florida Interlocal Cooperation Act of 1969, authorizes local government entities to enter into agreements to cooperatively and efficiently use their powers to provide public services that will advance the general health, safety and welfare of their citizens; and

WHEREAS, the City and CSNCFL each desire to enter into that certain interlocal agreement in the form of the Exhibit attached hereto between the City and CSNCFL whereby CSNCFL will provide services to the City in support of the summer job program (the “Agreement”); and

WHEREAS, approving the Agreement is in the public interest and in the interests of the City; now therefore

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

1. Approving the Agreement is in the public interest and in the interests of the City; 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 authorized to execute on behalf of and bind the City to the terms of the Agreement; and
5. 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
6. 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
7. This resolution shall become effective and enforceable upon final passage 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, 2026.

BY THE MAYOR OF THE CITY OF LAKE CITY,
FLORIDA

Noah E Walker, Mayor

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

Audrey E. Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

**INTERLOCAL AGREEMENT BETWEEN
CAREERSOURCE NORTH CENTRAL FLORIDA AND
THE CITY OF LAKE CITY, FLORIDA**

THIS INTERLOCAL AGREEMENT made and entered into this _____ day of May A.D. 2026, by and between CareerSource North Central Florida, (“CSNCFL”) a local government agency, created pursuant to §163.01 and §445.007, Florida Statutes by and through its Council of Local Elected Officials, and the City of Lake City, Florida, (the "City") a Florida municipality, Collectively, CSNCFL and the City are hereinafter referred to as the “Parties.”

RECITALS

WHEREAS, CSNCFL is a local workforce board established pursuant to §163.01 and §445.07, Florida Statutes; and

WHEREAS, Columbia County, Florida is a county served by CSNCFL; and

WHEREAS, the City is a Florida municipality located in Columbia County, Florida; and

WHEREAS, §163.01, Florida Statutes, known as the Florida Interlocal Cooperation Act of 1969, authorizes local government entities, including cities and counties, to enter into agreements to cooperatively and efficiently use their powers to provide public services that will advance the general health, safety and welfare of their citizens; and

WHEREAS, the City funds and administers a summer youth employment program (the “Youth Program”) to employ qualifying youths in enriching positions during the summer; and

WHEREAS, CSNCFL has among its programs and goals educating youth in employability skills and job training opportunities; and

WHEREAS, in furtherance of its programs and goals, CSNCFL contracts with a third-party private entity to conduct employment leasing activities (the “Leasing Agency”); and

WHEREAS, in furtherance of the Youth Program the Parties desire that CSNCFL will receive funds from the City, as set forth herein, to be used as compensation to youths participating in the Youth Program via the Leasing Agency; and

WHEREAS, the Parties desire the Leasing Agency serve as the employer of youths participating in the Youth Program and the funds provided by the City to CSNCFL be provided to the Leasing Agency to compensate Youth Program participants and the Leasing Agency for its services; and

WHEREAS, the Parties wish to enter into this interlocal agreement for the purpose of memorializing the Parties agreement concerning the roles provided by the City, CSNCFL, and the Leasing Agency in furtherance of the Youth Program;

NOW THEREFORE, in consideration of the premises set forth above and the mutual promises, covenants, duties and benefits set forth herein, and other valuable consideration, the receipt and sufficiency of are hereby conclusively acknowledged, the Parties do agree as follows:

SECTION 1 TERM.

This Agreement shall commence on May 1, 2026 and become effective upon execution by both parties, and continue through July 31, 2026 unless earlier terminated as provided herein.

SECTION 2 DUTIES OF CSNCFL.

CSNCFL shall have and perform the duties as detailed in "EXHIBIT A: Duties of CSNCFL."

SECTION 3 DUTIES OF THE CITY.

The City shall have and perform the duties as detailed in "EXHIBIT B: Duties of City."

SECTION 4 PAYMENT.

4.01 In consideration of the provision of services outlined in this Agreement, The City shall compensate CSNCFL as set out below:

CSNCFL SHALL CHARGE A REIMBURSEMENT OF THE YOUTH PROGRAM OF ALL HOURS WORKED BY YOUTH IN THE SYEP PROGRAM ASSOCIATED WITH THE CITY AND OUTLINED IN THE QLM CONTRACT WITH CSNCFL. ANY EXCESS OF FUNDS THAT ARE NOT SPENT ON THE PROGRAM WILL BE RETURNED TO THE CITY.

THE CITY SHALL PAY CSNCFL \$32,500 FOR THE COST OF THESE WAGES WHICH ARE PROGRAM COSTS. THESE COSTS INCLUDE HOURLY WAGES, EMPLOYMENT TAXES, AND WORKERS COMPENSATION OF 18 YOUTH UP TO \$32,500. CSNCFL WILL CONTRIBUTE \$32,500 TO THE YOUTH PROGRAM FOR TANF ELIGIBLE YOUTH FOR A TOTAL AMOUNT UP TO \$32,500.

HOURLY WAGES ARE AN HOURLY RATE OF \$15 PER HOUR FOR UP TO A 32 HOUR WORKWEEK FOR UP TO SIX WEEKS. YOUTH, REGARDLESS OF INCOME STATUS, WILL BE REQUIRED TO COMPLETE AN ELIGIBILITY ASSESSMENT AND A SOFT SKILLS TRAINING THROUGH FLORIDA READY TO WORK WITH CSNCFL STAFF.

4.02 CSNCFL will send an invoice to the City for the full amount of the City's contribution of the costs upon execution of this agreement.

4.03 All invoices shall be processed and paid in accordance with the provisions of Chapter 218, Part VII ("Florida Prompt Payment Act"), Florida Statutes.

SECTION 5 NOTICE

Except as otherwise provided in this Agreement, all notices to be provided under this Agreement from a party to another party must be by one of the following methods: (i) in writing and sent by certified mail, return receipt requested, (ii) by personal delivery with receipt, or (iii) via electronic

mail. All notices shall be deemed two (2) business days after mailing, unless deliver is by personal deliver in which case delivery shall be deemed to occur upon actual receipt by another party. For purposes of all notices, the representatives of the City and CSNCFL are:

City of Lake City, Florida
Attn: Don Rosenthal, City Manager
205 N Marion Ave.
Lake City, FL 32055
(386) 752-2031

With a copy to:

City of Lake City, Florida
Attn: Clay Martin, City Attorney
205 N Marion Ave.
Lake City, FL 32055
(386) 719-5825

CSNCFL
Phyllis Marty
Chief Executive Officer
1112 N Main Street
Gainesville, FL 32601
352.681.3320

SECTION 6 DEFAULT AND TERMINATION.

6.01 The failure of any party to comply with any provision of this Agreement will place that party in default. The party claiming default shall notify the defaulting party in writing. This notification shall make specific reference to the provision which gave rise to the default. The defaulting party shall have 30 days to cure the default or to enter into an agreement to cure with the complaining party. The City Manager is authorized to provide written notice of default on behalf of the City, and if the default situation is not corrected within the allotted time, the City Manager is authorized to provide final termination notice on behalf of the City to CSNCFL. The CSNCFL Chief Executive Officer is authorized to provide written notice of default on behalf of CSNCFL, and if the default situation is not corrected within the allotted time the CSNCFL Chair is authorized to provide notice of termination on behalf of CSNCFL to the City.

6.02 Additionally, any party may terminate this Agreement without cause by providing no less

than 180 days written notice to the other parties. The City Manager is authorized to provide written notice of termination on behalf of the City to the CSNCFL. The CSNCFL Chief Executive Officer is authorized to provide written notice of termination on behalf of CSNCFL to the City. The Parties will discontinue all services upon the effective date of the termination and any party's recovery against another shall be limited to that portion of the Agreement amount earned through and including the date of termination, but no party shall be entitled to any other or further recovery against another party, including, but not limited to damages, consequential or special damages, or any anticipated fees or profit.

6.03 Disputes under this Agreement shall be handled in accordance with Chapter 164, Florida Statutes.

SECTION 7 PROJECT RECORDS.

All records relating in any manner whatsoever to this Agreement that are in the possession of any party shall be made available to the other parties for inspection and copying upon written request, and shall be retained as required by Florida law and schedules published by the Florida Bureau of Archives and Records Management, or federal requirements, whichever shall be greater. Additionally, said records shall be made available, upon request by any party, to any state, federal, or other regulatory authorities and any such authority may review, inspect and copy such records, except for any records that are exempt from the Florida Public Records Act.

SECTION 8 PUBLIC RECORDS.

The Parties shall generally comply with Florida's public records laws, and specifically CSNCFL shall ensure the Leasing Agent complies with said laws. Particularly, the Parties shall each:

- Ensure their contractors providing services under this agreement comply with Florida's public records laws.

- Each keep and maintain public records required by each to perform and/or provide the service or services contracted for herein.

- Upon request from the custodian of public records for the other party, provide the requesting party with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

- Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this agreement and following completion of this agreement if a

party does not transfer the records to the other party.

Upon completion of this agreement, transfer, at no cost, to a requesting party all public records in possession of the party in possession of such records, or keep and maintain public records required by the party not in possession of such records to perform the service. If the party in possession of such records transfers all public records to the other party upon completion of this agreement, the transferring party shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the party in possession of such records keeps and maintains public records upon completion of this agreement, the said party in possession shall meet all applicable requirements for retaining public records. All records stored electronically must be provided by the party in possession of such records to the other party, upon request from the other party's custodian of public records, in a format that is compatible with the information technology systems of such transferee/requesting party.

If a party has questions regarding the application of Chapter 119, Florida Statutes, to such party's duty to provide public records relating to this contract, such party shall contact said party's Custodian of Public Records at:

Custodian of Records for the City

**Audrey E. Sikes, City Clerk,
City of Lake City
Custodian of Public Records
Phone: 386-719-5756
Email: SikesA@lcfla.com**

Mailing Address:

**205 North Marion Avenue
Lake City, Florida 32055.**

Custodian of Records for CSNCFL

**Phyllis Marty, Executive Director
Career Source North Central Florida
Custodian of Public Records
Phone: 352-955-2245 x. 5950
Email: PMarty@careersourcencfl.com**

Mailing Address:

**1112 North Main Street
Gainesville, FL 32601**

SECTION 9 SOVEREIGN IMMUNITY.

The Parties intend to avail themselves of the benefits of §768.28 and §163.01(9)(a), Florida Statutes, and of other statutes and the common law governing sovereign immunity to the fullest extent possible. In accordance with §163.01(5)(o), Florida Statutes, therefore, one party shall not be jointly liable for the torts committed by the officers, employees, agents, representative or contractors of the other party. Each party shall be solely responsible for the negligent acts and omissions of its officers, employees, agents, representative and contractors, and then only to the

extent of the limited waiver of sovereign immunity or limitation of liability specified in §768.28, Florida Statutes. Nothing in this Agreement is intended to inure to the benefit of any third party for the purposes of allowing any claim that would otherwise be barred under the doctrine of sovereign immunity or by operation of law.

SECTION 10 ASSIGNMENT OF INTEREST.

No party may assign, convey, pledge, sublet, transfer or otherwise dispose any interest in this Agreement without prior written consent of the other parties.

SECTION 11 SUCCESSORS AND ASSIGNS.

The City and CSNCFL each bind the others and their respective successors and assigns in all respects to all of the terms, conditions, covenants and provisions of this Agreement.

SECTION 12 THIRD PARTY BENEFICIARIES.

This Agreement does not create any relationship with, or any rights in favor of, any third party.

SECTION 13 SEVERABILITY.

If any provision of this Agreement is declared void by a court of law, all other provisions will remain in full force and effect.

SECTION 14 NON-WAIVER.

The failure of any party to exercise any right in this Agreement shall not be considered a waiver of such right.

SECTION 15 GOVERNING LAW AND VENUE.

This Agreement is governed and construed in accordance with the laws of the State of Florida.

SECTION 16 ATTACHMENTS.

The exhibit attached to this Agreement are incorporated into and made part of this Agreement by reference.

SECTION 17 AMENDMENTS.

The Parties may amend this Agreement only by mutual written agreement that is executed by both Parties and duly recorded in accordance with §163.01(11), Florida Statutes.

SECTION 18 CAPTIONS AND SECTION HEADINGS.

Captions and section headings used herein are for convenience only and shall not be used in construing this Agreement.

SECTION 19 CONSTRUCTION.

This Agreement shall not be construed more strictly against one party than against the others merely by virtue of the fact that it may have been prepared by one of the Parties. It is recognized that all Parties have substantially contributed to the preparation of this Agreement.

SECTION 20 COUNTERPART.

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which shall constitute but one and the same instrument.

SECTION 21 RECORDING OF INTERLOCAL AGREEMENT AND AMENDMENTS.

Upon execution by the Parties hereto, the City shall record this Agreement in the Official Records of the City of Lake City, Florida, within 10 business days after the execution of this Agreement. All subsequent amendments to this Interlocal Agreement, if any, shall be recorded in the Official Records of the City of Lake City, Florida, with 10 business days of the execution of the amendment.

SECTION 22 ENTIRE AGREEMENT.

This Agreement constitutes the entire agreement and supersedes all prior written or oral agreements, understandings or representations.

[REMAINDER OF PAGE INTENTIONALLY BLANK]

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the Parties have caused this Interlocal Agreement to be approved by their respective Governing Boards and to be executed and delivered on the day and year first above written.

CAREER SOURCE NORTH CENTRAL FLORIDA

CITY OF LAKE CITY, FLORIDA

BY THE MAYOR OF THE CITY OF LAKE CITY,
FLORIDA

By _____
Phyllis Marty, its Executive Director

Noah Walker, Mayor

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

Audrey Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

EXHIBIT A: DUTIES OF CSNCFL

Duties of CSNCFL

1. Maintain employment contract with QLM
2. Determine youth participant eligibility for TANF enrolled youth and oversee QLM eligibility process for youth not enrolled through TANF
3. Complete soft skills training through Florida Ready to Work for all youth participants
4. Ensures compliance with performance standards for youth enrolled through TANF
5. Make copies of ID and social security card for eligibility documentation.
6. Refer eligible youth to QLM for processing
7. Pay QLM invoices
8. Request reimbursement from the City for eligible participants.
9. CSNCFL contribution of providing placement in employment of at least 9 youth is \$32,500.00.

EXHIBIT B: DUTIES OF CSNCFL

Duties of City of Lake City

1. Provide support to CSNCFL staff to include receiving applications, reviewing for completeness and contacting the youth and families.
2. Responsible for maintaining all records related to non-TANF enrolled youth.
3. Responsible for performance standards, ownership of documents, audit requirements for all non-TANF enrolled youth.
4. Responsible for requirements set forth in the Quality Labor Management (QLM) agreement for non-TANF enrolled youth in regard to processing youth and collection of documentation for the Youth Program.
5. Provide for placement in employment of at least 9 youth with contribution of \$32,500.00.
6. Provide reimbursement for Lake City eligible Youth Program youth to CSNCFL as invoiced.