

CM/rrp
01/05/2026

RESOLUTION NO 2026 – 010

CITY OF LAKE CITY, FLORIDA

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, ADOPTING THAT CERTAIN MEMORANDUM OF AGREEMENT WITH FLORIDA DEPARTMENT OF CORRECTIONS IDENTIFIED AS AGREEMENT NUMBER A572 TO PROVIDE SUPPORT DURING EMERGENCIES OR ESCAPES AT THE COLUMBIA CORRECTIONAL INSTITUTION AND/OR LAKE CITY COMMUNITY RELEASE CENTER; MAKING CERTAIN FINDINGS OF FACT IN SUPPORT OF THE CITY ADOPTING SAID AGREEMENT; RECOGNIZING THE AUTHORITY OF THE MAYOR TO EXECUTE AND BIND 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, the City of Lake City (the “City”) desires to enter into that certain Memorandum of Agreement with the Florida Department of Corrections (the “Agency”) to provide support during an actual or anticipated emergency or escape at the Columbia Correctional Institution and/or Lake City Community Release Center (the “Services”); and

WHEREAS, the City and the Agency desire to provide the Services pursuant to the terms of the Memorandum of Agreement between the City and the Agency in the form of the agreement attached hereto (the “Agreement”); and

WHEREAS, the City Council finds adopting the Agreement is in the public or community interest and for public welfare pursuant to and in accordance with the terms and conditions of the Agreement in the form of the Exhibit attached hereto; now therefore

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

1. Adopting the Agreement 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 authorized and directed to execute on behalf of and bind

the City to the terms of the Agreement; and

4. All prior resolutions of the City Council of the City of Lake City in conflict with this resolution are hereby repealed to the extent of such conflict; and
5. 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 January, 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 Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

MEMORANDUM OF AGREEMENT
BETWEEN
THE FLORIDA DEPARTMENT OF CORRECTIONS
AND
LAKE CITY POLICE DEPARTMENT

This Memorandum of Agreement (“Agreement”) is between the Florida Department of Corrections (“Department”) and the Lake City Police Department (“Agency”), which are the parties hereto.

WITNESSETH

WHEREAS, the Department is responsible for the Inmates and for the operation of, and supervisory and protective care, custody, and control of, all buildings, grounds, property, and matters connected with the correctional system in accordance with Section 945.04, Florida Statutes (F.S.); and

WHEREAS, this Agreement is entered into for the purpose of establishing and maintaining support during an actual or anticipated emergency or escape at the Department’s Columbia Correctional Institution/ Lake City Community Release Center (“Institution”).

NOW THEREFORE, subject to controlling law, rules, regulations, or to other governing policies and procedures, and in consideration of the mutual promises expressed herein, the parties agree as follows:

I. AGREEMENT TERM AND RENEWAL

A. Agreement Term

This Agreement shall begin on May 22, 2026, and shall end on May 21, 2031.

B. Agreement Renewal

The parties have the option to renew this Agreement for up to an additional five (5) year period beyond the initial Agreement term, in whole or in part, upon written agreement of both parties, and upon the same terms and conditions contained herein. Exercise of the renewal option shall be conditioned, at a minimum, on the Agency’s performance of the Agreement. The Department, if it desires to exercise the renewal option, will provide written notice to the Agency no later than 30 calendar days prior to the Agreement expiration date.

II. SCOPE OF AGREEMENT

A. Definitions

The capitalized terms used in this Agreement, unless the context otherwise clearly requires a different construction and interpretation, have the following meanings:

1. **Agreement Administrator:** The Department employee, or designee, who is responsible for maintaining the official Agreement file, drafting and processing all amendments, maintaining records of all formal correspondence between the parties regarding the administration of this Agreement, and terminating the Agreement, if necessary.

2. **Agreement Manager:** The Department or Agency employee, or their designee, who is responsible for enforcing the performance of the Agreement terms and conditions and shall serve as liaisons between each party and the other.
3. **Inmate(s):** An individual who is incarcerated by the Department confined to an Institution or hospital.
4. **Institution:** As used herein refers to Columbia Correctional Institution/Lake City Community Release Center, a correctional institution that houses Inmates in the custody of the Department.
5. **Warden:** The Department employee responsible for supervising the governance, discipline, and policy of their assigned correctional institution and enforcing all orders and rules.

B. Agency's Responsibilities

1. The Agency shall contact the Department by the following emergency contact method at the Institution, through the Warden: (386) 754 – 7601 or switchboard (386) 754 - 7600.
2. In the event the Institution has reason to believe that an emergency or escape is imminent, the Agency agrees to respond, upon the Department's notification, 24 hours per day, seven (7) days per week with the following resources:
 - a. As appropriate, the Agency will gather the necessary personnel support;
 - b. Support in the event of a riot, disorder, or a hostage situation;
 - c. Communications assistance; and
 - d. Other assistance as deemed necessary and available.
3. When participating in applicable simulations, exercises, or other emergency training at the Institution, the Agency's staff shall always be supervised by the Agency's staff in command. At no time shall the Agency's staff be considered to be operating under the supervision, direction, or control of the Institution or the Department.
4. The Agency shall adhere to any and all relevant security guidelines, including but not limited to, Department Procedure 602.016, "Entering and Exiting Department of Corrections Institutions" and the "Security Requirements for Contractors," included as Attachment A . These requirements are subject to change.

C. Department's Responsibilities

1. The Department will contact the Agency by the following emergency contact methods: Chief of Police: (386) 752 - 4344 or 911.
2. The Department will notify the Agency through the 911 Emergency Number and provide sufficient details about the incident that initiated the need to call.
3. If an Inmate escape occurs, the Department will provide an initial description of the escapee(s), including his or her name(s), race(s), physical description(s), clothing last seen wearing, noticeable marks and or scars, and other pertinent information.

- a. The Department will dispatch armed patrols to pre-assigned areas and adjust patrols according to the determined route of Inmate(s) travel, pursuant to, and as used in, Department Procedure 602.034 "Perimeter Security."
 - b. The Department will provide a copy of the escapee(s) photo to the Agency and update the Agency regarding the direction of travel of the escaped Inmate(s).
 - c. The Department will update the Agency regarding the location of the Institution's armed stationary and patrolling units and continue search efforts until recapture is effected or the search is suspended.
4. Upon prior notification to the Warden, the Department will make arrangements for the Agency's key staff to tour the Institution or otherwise familiarize themselves with potential emergency scenarios at the Institution. All the staff responding from both parties will be appropriately trained.
 5. The Department will invite the Agency's staff to participate in applicable simulations, exercises, or other emergency training at the Institution.
 6. The Department will furnish as much requested support as the Institution is legally and administratively capable of providing; in turn, the Agency agrees to the same.

D. Joint Responsibilities

1. The Institution and the Agency's command staff will cooperatively manage an emergency on the Institution's property; the Institution and the Agency's command staff will directly supervise their own participating staff.
2. Both the Institution and Agency staff will report to the Institution's Administration Building which will serve as the external staging area.
3. Each party shall be responsible for verifying the identification of its own staff.

III. FINANCIAL OBLIGATIONS

The parties acknowledge that this Agreement does not create financial obligations between the parties. If costs are incurred as a result of either, or both of the parties performing their duties or responsibilities under this Agreement, each party agrees to be responsible for their own costs.

IV. AGREEMENT MANAGEMENT

A. Agreement Administrator

The title, address, and telephone number of the Agreement Administrator are:

Contract Administrator
Bureau of Procurement
Florida Department of Corrections
501 South Calhoun Street
Tallahassee, Florida 32399-2500
Telephone: (850) 717-3700
Email: ContractAdmin@fdc.myflorida.com

B. Agreement Managers

The parties have identified the following individuals as Agreement Managers.

FOR THE DEPARTMENT:

Warden
Columbia Correctional Institution
216 S.E. Corrections Way
Lake City, Florida 32025
Telephone: (386) 754-5484
Email:
ColumbiaCI.WardenOffice@fdc.myflorida.com

FOR THE AGENCY:

Gerald Butler - Chief
Lake City Police Department
225 NW Main Blvd, Suite #102
Lake City, Florida 32055
Telephone: (386) 758-5484
Email: butlerg@lcflapd.com

V. REVIEW AND MODIFICATION

Upon request of either party, both parties will review this Agreement in order to determine whether its terms and conditions are still appropriate. The parties agree to renegotiate the terms and conditions hereof if it is mutually determined that significant changes in this Agreement are necessary. There are no obligations for either party to agree to amend the Agreement terms.

Upon execution of this Agreement, with the exception of changes to Section IV. AGREEMENT MANAGEMENT, modifications shall be valid only through the execution of a formal written amendment to the Agreement. Any changes in the information contained in Section IV. AGREEMENT MANAGEMENT, may be provided to the other party, in writing, and a copy of the written notification shall be maintained in the official Agreement record.

VI. TERMINATION

A. Termination at Will

This Agreement may be terminated at any time upon the mutual consent of both parties or unilaterally by either party upon no less than 30 calendar days' written notice. Notice shall be delivered by express mail or other method whereby a receipt of delivery may be obtained.

B. Termination for Cause

This Agreement may be terminated with 24 hours' written notice by the Department or the Agency for any failure of either party to comply with the terms of this Agreement or any applicable Florida law.

C. Termination for Unauthorized Employment of Transport

Violation of the provisions of the Immigration and Nationality Act related to "Unlawful Employment of Aliens" in Section 274A (8 U.S.C. 1324a) or "Bringing in and Harboring Certain Aliens" in Section 274 (8 U.S.C. 1324) shall be grounds for unilateral cancellation of this Agreement.

VII. OTHER CONDITIONS

A. Public Records Law

The Agency agrees to (a) keep and maintain public records required by the Department in order to perform the service; (b) upon request from the Department's custodian of public records, provide the Department 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, F.S., or as otherwise provided by law; (c) 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 Agreement term and following completion of the Agreement if the Agency does not transfer the records to the Department; and (d) upon completion of the Agreement, transfer, at no cost, to the Department all public records in possession of the Agency or keep and maintain public records required by the Department to perform the service. If the Agency transfers all public records to the Department upon completion of the Agreement, the Agency shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Agency keeps and maintains public records upon completion of the Agreement, the Agency shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Department, upon request from the Department's custodian of public records, in a format that is compatible with the information technology systems of the Department. Pursuant to §287.058(1)(c), F.S., the Department is allowed to unilaterally cancel the Agreement for refusal by the Agency to allow public access to all documents, papers, letters, or other material made or received by the Agency in conjunction with the Agreement, unless the records are exempt from §24(a) of Art. I of the State Constitution and §119.071, F.S.

If the Agency has questions regarding the application of Chapter 119, Florida Statutes, to the Agency's duty to provide public records relating to the Agreement, contact the custodian of public records at:

**Florida Department of Corrections
ATTN: Public Records Unit
501 South Calhoun Street
Tallahassee, Florida 32399-2500
Telephone: (850) 717-9774
Fax: (850) 922-4355
Website:
[https://floridadoc.govqa.us/WEBAPP/rs/\(S\(mxurvkhn004wtw1eymm15f4x\)\)/SupportHome.aspx](https://floridadoc.govqa.us/WEBAPP/rs/(S(mxurvkhn004wtw1eymm15f4x))/SupportHome.aspx)**

B. Sovereign Immunity

The Department and the Agency are State agencies or political subdivisions as defined in Section 768.28, F.S., and agree to be fully responsible for acts and omissions of their own agents or employees to the extent permitted by law. Nothing herein serves as a waiver of sovereign immunity by either party to which sovereign immunity may be applicable. Further,

nothing herein constitutes consent by a state agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of this Agreement.

C. Confidentiality

The Agency shall ensure all staff assigned to this Agreement maintain confidentiality with reference to individuals receiving services in accordance with applicable local, State, and federal laws, rules, and regulations. The Department and the Agency agree that all information and records obtained in the course of providing services under this Agreement shall be subject to confidentiality and disclosure provisions of applicable federal and State statutes and regulations adopted pursuant thereto.

The parties agree to keep all personnel information of the other party (i.e., staff telephone numbers, addresses, etc.) strictly confidential and shall not disclose said information to any person, unless released in writing, by the other party.

D. Independent Contractor Status

The Agency is an independent contractor in the performance of its duties and responsibilities under this Agreement. The Department will neither have nor exercise any control or direction over the methods by which the Agency shall perform its work and functions other than as provided herein. This Agreement is not a partnership or a joint venture between the parties.

E. Disputes

Any dispute arising from the terms of this Agreement shall be resolved informally by the Agreement Managers. Any dispute that cannot be resolved informally shall be reduced to writing and delivered to the Assistant Deputy Secretary of Institutions. The Assistant Deputy Secretary of Institutions shall decide the dispute, reduce the decision to writing, and deliver a copy to the Agency, the Agreement Manager, and the Agreement Administrator.

F. Notices

All notices required or permitted by this Agreement shall be given, in writing, and by hand-delivery or email, to the respective addresses of the parties as set forth in Section IV. AGREEMENT MANAGEMENT. All notices by hand-delivery shall be deemed received on the date of delivery, and all notices by email shall be deemed received when they are transmitted and not returned as undelivered or undeliverable if sent on a business day between the hours of 8 a.m. and 5 p.m. All notices by email transmitted after 5 p.m. shall be deemed received on the following business day unless the Agreement specifies otherwise. Either party may change the names, addresses, or telephone numbers set forth in Section IV. AGREEMENT MANAGEMENT, by written notice given to the other party as provided above.

G. Prison Rape Elimination Act

The Agency shall comply with the national standards to prevent, detect, and respond to prison rape under the Prison Rape Elimination Act (PREA), Federal Rule 28 C.F.R. Part 115. The Agency's staff who will not enter the secured perimeter but can be on property in the presence of an Inmate, shall also comply with all Department policies and procedures that relate to PREA (see Department Procedure 602.053, "Prison Rape Prevention, Detection, and Response") and immediately report any suspected/reported PREA violations to the Agreement

Manager for the Department and the Warden's office verbally and follow up with a written notification to the Agreement Manager and the Warden's office within 24 hours of learning about the suspected PREA violation.

H. No Third-Party Beneficiaries

Except as otherwise expressly provided herein, neither this Agreement, nor any amendment, addendum, or exhibit attached hereto, nor term, provision, or clause contained therein, shall be construed as being for the benefit of, or providing a benefit to, any party not a signatory hereto.

I. Cooperation with Inspector General

In accordance with Section 20.055(5), F.S., the Agency understands and will comply with its duty to cooperate with the Inspector General in any investigation, audit, inspection, review, or hearing.

J. Force Majeure

Neither party shall be liable for loss or damage suffered as a result of any unforeseeable delay or failure in performance under this Agreement or interruption of performance resulting directly or indirectly from acts of God, fire, explosions, earthquakes, floods, water, wind, lightning, civil or military authority, acts of public enemy, war, riots, civil disturbances, insurrections, pandemics, strikes, or labor disputes.

K. Americans with Disabilities Act

The Agency shall comply with the Americans with Disabilities Act. In the event of the Agency's noncompliance with the nondiscrimination clauses, the Americans with Disabilities Act, or with any other such rules, regulations, or orders, this Agreement may be canceled, terminated, or suspended, in whole or in part, and the Agency may be declared ineligible for further Agreements.

L. Cooperation with the Florida Senate and the Florida House of Representatives

In accordance with Section 287.058(7) F.S., the Agency agrees to disclose any requested information, relevant to the performance of this Agreement, to members or staff of the Florida Senate or the Florida House of Representatives, as required by the Florida Legislature. The Agency is strictly prohibited from enforcing any nondisclosure clauses conflictive with this requirement.

REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK

IN WITNESS THEREOF, the parties hereto have caused this Agreement to be executed by their undersigned officials as duly authorized.

AGENCY:
LAKE CITY POLICE DEPARTMENT

SIGNED
BY: _____

NAME: _____

TITLE: _____

DATE: _____

FEIN: _____

FLORIDA DEPARTMENT OF CORRECTIONS **Approved as to form and legality, subject to execution.**

SIGNED
BY: _____

SIGNED
BY: _____

NAME: J. Olyn Long

NAME: Kristen Clemons

TITLE: Procurement Director

TITLE: Deputy General Counsel

DATE: _____

DATE: _____

Firm Representing: _____

Contractor/Vendor
Employee Name: _____
(Print)

FLORIDA DEPARTMENT OF CORRECTIONS
SECURITY REQUIREMENTS FOR CONTRACTORS

944.47 Introduction, removal, or possession of contraband; penalty.

(1)(a) Except through regular channels as authorized by the officer in charge of the correctional institution, it is unlawful to introduce into or upon the grounds of any state correctional institution, or to take or attempt to take or send or attempt to send therefrom, any of the following articles which are hereby declared to be contraband for the purposes of this section, to wit:

1. Any written or recorded communication or any currency or coin given or transmitted, or intended to be given or transmitted, to any inmate of any state correctional institution.
2. Any article of food or clothing given or transmitted, or intended to be given or transmitted, to any inmate of any state correctional institution.
3. Any intoxicating beverage or beverage which causes or may cause an intoxicating effect.
4. Any controlled substance as defined in section 893.02(4), marijuana as defined in section 381.986, hemp as defined in section 581.217, industrial hemp as defined in section 1004.4473, or any prescription or nonprescription drug having a hypnotic, stimulating, or depressing effect.
5. Any firearm or weapon of any kind or any explosive substance.
6. Any cellular telephone or other portable communication device intentionally and unlawfully introduced inside the secure perimeter of any state correctional institution without prior authorization or consent from the officer in charge of such correctional institution. As used in this subparagraph, the term "portable communication device" means any device carried, worn, or stored which is designed or intended to receive or transmit verbal or written messages, access, or store data, or connect electronically to the Internet or any other electronic device and which allows communications in any form. Such devices include, but are not limited to, portable two-way pagers, hand-held radios, cellular telephones, Blackberry-type devices, personal digital assistants or PDA's, laptop computers, or any components of these devices which are intended to be used to assemble such devices. The term also includes any new technology that is developed for similar purposes. Excluded from this definition is any device having communication capabilities which has been approved or issued by the department for investigative or institutional security purposes or for conducting other state business.
7. Any vapor-generating electronic device as defined in section 386.203, intentionally and unlawfully introduced inside the secure perimeter of any state correctional institution.

(b) It is unlawful to transmit or attempt to transmit to, or cause or attempt to cause to be transmitted to or received by, any inmate of any state correctional institution any article or thing declared by this subsection to be contraband, at any place which is outside the grounds of such institution, except through regular channels as authorized by the officer in charge of such correctional institution.

(c) It is unlawful for any inmate of any state correctional institution or any person while upon the grounds of any state correctional institution to be in actual or constructive possession of any article or thing declared by this section to be contraband, except as authorized by the officer in charge of such correctional institution.

(2)(a) A person who violates this section as it pertains to an article of contraband described in subparagraph (1)(a)1., subparagraph (1)(a)2., or subparagraph (1)(a)6. commits a felony of the third degree, punishable as provided in section 775.082, section 775.083, or section 775.084. A person who violates this section as it pertains to an article of contraband described in subparagraph (1)(a)7. commits a misdemeanor of the first degree, punishable as provided in section 775.082 or section 775.083. Otherwise, a violation of this section is a felony of the second degree, punishable as provided in section 775.082, section 775.083, or section 775.084.

(b) A violation of this section by an employee, as defined in section 944.115(2)(b), who uses or attempts to use the powers, rights, privileges, duties, or position of her or his employment in the commission of the violation is ranked one level above the ranking specified in section 921.0022 or section 921.0023 for the offense committed.

In addition to the statutory requirements, these are additional security guidelines:

- (1) Absolutely, no transactions between contract personnel and inmates are permitted. This includes, but is not limited to, giving or receiving cigarettes, stamps, or letters.
- (2) No communication with inmates, verbal or otherwise, is permitted without the authorization of the officer-in-charge.
- (3) Keep all keys in your pockets. Do not leave keys in the ignition locks of motor vehicles. All vehicles must be locked, and windows rolled up when parked on state property. Wheel-locking devices may also be required.
- (4) Establish with the Institutional Warden and/or Chief of Security where construction vehicles should be parked and staging area for materials storage.
- (5) Obtain formal identification (driver's license or non-driver's license obtained from the Department of Highway Safety and Motor Vehicles). This identification must be presented each time you enter or depart the institution.
- (6) Strict tool control will be enforced at all times. Tools within the correctional institution are classified as Class AA, A, or B.
 - (a) Class AA tools are defined as any tool that can be utilized to cut chain link fence fiber or razor wire rapidly and effectively.
 - (b) Class A tools are defined as those tools which, in their present form, are most likely to be used in an escape or to do bodily harm to staff or inmates.
 - (c) Class B tools are defined as tools of a less hazardous nature. Every tool is to be geographically controlled and accounted for at all times.
 - (d) At the end of the workday, toolboxes will be removed from the compound or to a secure area as directed by security staff. You must have two copies of the correct inventory with each toolbox; one copy will be used and retained by security staff who will search and ensure a proper inventory of tools each time the toolbox is brought into the facility, the other copy will remain with the toolbox at all times. Tools should be kept to a minimum (only those tools necessary to complete your job). All lost tools must be reported to the Chief of Security (Colonel or Major) **immediately**. No inmate will be allowed to leave the area until the lost tool is recovered.
- (7) Prior approval must be obtained from the Chief of Security before bringing any powder-activated tools onto the compound. Strict accountability of all powder loads and spent cartridges is required.
- (8) All construction materials will be delivered into the compound on trucks entering through the sallyport gate. As the security check of vehicles is an intensive and time-consuming (10-15 minutes) process, the contractor is requested to

minimize the number of deliveries.

- (9) Control end-of-day construction materials and debris. Construction materials and debris can be used as weapons or as a means of escape. Construction material will be stored in locations agreed to by security staff, and debris will be removed to a designated location. Arrange for security staff to inspect the project area before construction personnel leave. This will aid you in assuring that necessary security measures are accomplished.
- (10) Coordinate with the Warden and Chief of Security regarding any shutdown of existing systems (gas, water, electricity, electronics, sewage, etc.). Obtain institutional approval before shutting down any existing utility system. Arrange for alternative service (if required) and expeditious re-establishment of the shutdown system.
- (11) With the intent of maintaining security upon the institution's grounds, a background check will be made upon all persons employed by the contractor or who work on the project. **The Department, represented by the institution's Warden, reserves the right to reject any person whom it determines may be a threat to the security of the institution.**

Contractor/Vendor Signature

Date

Susan Tuell

From: Gerald Butler
Sent: Tuesday, December 16, 2025 11:36 AM
To: Susan Tuell
Subject: FW: New Agreement #A5728 Lake City Police Department
Attachments: A5728 Lake City Police Department -Unexecuted.pdf

Sue,
Prepare this for council.

Send to me so I can do the ADA.

thanks

Gerald Butler
Chief of Police
Lake City Police Department
225 NW Main Blvd.
Lake City, FL 32055
386-758-5438

From: Wimberly, Anita <Anita.Wimberly@fdc.myflorida.com>
Sent: Tuesday, December 16, 2025 10:55 AM
To: Gerald Butler <butlerg@LCFLAPD.COM>
Cc: Contract Admin <ContractAdmin@fdc.myflorida.com>; Susan Tuell <tuells@LCFLAPD.COM>
Subject: New Agreement #A5728 Lake City Police Department

Some people who received this message don't often get email from anita.wimberly@fdc.myflorida.com. [Learn why this is important](#)

Good morning,

Enclosed for signature is a digital copy of Agreement #A5728 between the Florida Department of Corrections and your organization. This Agreement shall begin on the date it is signed by both parties, whichever is later.

The purpose of this Agreement is to establish the general conditions and joint processes that will permit the Department and the Agency to establish and maintain support during an actual or anticipated emergency/escape at the Columbia Correctional Institution/Lake City Community Release Center.

To provide a seamless transition in contracting, you can provide a scanned signed copy of the document via return email if you do not need an original signature for your records. Please submit your response by COB December 23, 2025.

Kind Regards,

Anita Wimberly
Contract Administration Analyst, Bureau of Procurement
Office of Financial Management
Florida Department of Corrections

Susan Tuell

From: Gerald Butler
Sent: Tuesday, December 16, 2025 11:36 AM
To: Wimberly, Anita
Cc: Contract Admin; Susan Tuell
Subject: RE: New Agreement #A5728 Lake City Police Department

Anita,
We are in receipt of your email.

Due to the City of Lake City City Charter, all MOU/Agreements have to go in front of City Council for approval.

The earliest this will go in front of council is in January.

We will get it to you as soon as possible.

I fully intent to renew our MOU.

Any questions, let me know.

Gerald Butler
Chief of Police
Lake City Police Department
225 NW Main Blvd.
Lake City, FL 32055
386-758-5438

From: Wimberly, Anita <Anita.Wimberly@fdc.myflorida.com>
Sent: Tuesday, December 16, 2025 10:55 AM
To: Gerald Butler <butlerg@LCFLAPD.COM>
Cc: Contract Admin <ContractAdmin@fdc.myflorida.com>; Susan Tuell <tuells@LCFLAPD.COM>
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