


MEETING DATE
7-1-24

CITY OF LAKE CITY

Report to Council

COUNCIL AGENDA	
SECTION	
ITEM NO.	

SUBJECT: Fund and Personnel Reallocations with County taking over City Public Safety Dispatch
DEPT / OFFICE: Lake City Police Department

Originator: Chief Gerald Butler 		
City Manager D. Johnson, Interim City Manager	Department Director Chief Gerald Butler	Date 5-13-24

Recommended Action:
 Authorize the transfer of funds, equipment purchases and personnel positions and reclassifications from existing Police Dept line items in current budget as a result of Columbia County Combined Dispatch Center taking over Dispatch responsibility from City.

Summary Explanation & Background:
 With the move of the City Communications Center to the County per City Council resolution 2023-126. It is requested the City Council Modify Police Department Position Schedule to reflect the reallocation of the remaining nine (9) Communication Officer Positions to four (4) additional Police Officer Positions. This adjustment would bring the total of Police Officers in the Position Schedule to thirty-one. Total Staffing for the Police Department will be sixty-two (62) personnel from current sixty-seven (67) Personnel approved in 2024 Budget. (see attachment).
 Reclassify Job Description for Communication Supervisor to Accreditation Manager. This position will maintain the same pay grade (Pay Grade 8). Also request City Council approve the new Accreditation Manager Job Description to replace current Communication Supervisor job Description.
 Authorize the transfer of funds from the Police Department Personnel Services Account to appropriate Police Dept. Account to fund annual payment to County (PD Share) for County Dispatch Services per City Council resolution 2023-126. This amount will be pro-rated based on date the County physically takes over the dispatch duties and the City Dispatchers from the City become County Employees. This amount is a split with City Fire Department based on City Council Resolution 2023-126.
 Authorize the transfer of funds from current budget, based on the recommendation of the Finance Director, for the payment of \$10,000 to AK Associates for the "AK Elite Maintenance Annual Support". County will assume future payments to AK Associates once County takes over City PSAP responsibilities. (See Attachment "AK Associates AK Elite Maintenance Quote"). See Resolution 2024-060
 Approve five-year lease of five additional Watch Guard in car cameras with Motorola Solutions and the Transfer funds from Personnel Services for year one of the five-year lease in the amount of \$19,357. see Resolution 2024-061
 Authorize the transfer of funds from the Department Vehicle Fuel / Car Wash (.52

Account) to purchase four additional Patrol Units and a K9 unit (Units which are at end of lease and are to be turned in to Enterprise Leasing). Four Patrol Units are for additional officers and the K9 unit will be used as a spare K9 unit.

Also use funds to purchase one additional patrol unit to replace the unit which was totaled and not replaced. For a total of \$2,603.42

Alternatives:

NA

Source of Funds:

Existing Police Budget

Financial Impact:

None/Fund Transfers within Existing Police Budget

Exhibits Attached:

City Council Resolution 2023-126

Police Position Schedule (Revised)

Accreditation Manager General Description

AK Associates "AK Elite Maintenance" Quote

Motorola Solutions Watch Guard Camera Five-year Lease Quote

Cost to Purchase Leased Vehicles

Police Department

Account 001.11.521

<u>Position</u>	<u>FY 23</u>	<u>FY 24</u>	<u>FY 24 (Revised)</u>	<u>Change</u>
Administrative Assistant	2	2	2	0
Asst. Police Chief	1	1	1	0
Communication Officer*	10	10	0	-10
Comm Superv. To Accred. Manager	1	1	1	0
Comm. Relations Coordinator	1	1	1	0
Crime Scene/Evidence Tech	1	1	1	0
Police Chief	1	1	1	0
Police Investigator	4	4	4	0
Police Lieutenant	2	2	2	0
Police Officer	27	27	31	+4
Records Clerk	2	0	0	0
Records Coordinator	1	3	4	+1
Police Reservist (Unpaid)	3	3	3	0
Police School Crossing Guard	4	4	4	0
Police Sergeant	6	6	6	0
Total	67	67	62	-5