



LAKE CITY, FLORIDA
CITY PROJECTS AND ACTIVITIES REPORT
ADMINISTRATION, COMMUNITY DEVELOPMENT, FIRE, POLICE, PUBLIC WORKS,
RECREATION, AND UTILITIES

APRIL 2011

This report provides a summarized overview of on-going “key” City projects and activities which include description, status, action milestones, and other relevant information. In addition to serving as a public information resource, this report allows for efficient Staff management, administration and monitoring of important City issues. Projects and activities are:

PROJECTS

1) KICKLIGHTER WASTE WATER TREATMENT PLANT (WWTP) PROJECT

Description: This Project consists of construction of a new 1.5 Million Gallon per Day (MGD) advanced treatment facility. The high quality effluent produced by this facility would be sent to the reclaim water treatment and distribution facility located at the existing Sisters Welcome Road Irrigation site for irrigation of local crop sites and public areas including residential subdivisions. The primary funding source will be an “approved” City-issued Utility Bond for the projected cost of \$18 million. Other funding sources may include City impact fees, state and federal grants.
Responsibility: City Manager, Utilities Director and City Engineer

Status: The contract for consulting engineer services with Hatch Mott McDonald Inc. to prepare the final plant design was approved by the City Council on August 16, 2010. In accordance with the contract, the consultant has completed the eight technical memorandums (TM's), which have been accepted by City staff. The consultant is now proceeding with preliminary design. The design is being performed using software that allows the components of the project to be designed in 3D. This allows the structures and piping to be rotated and viewed from any angle. The first presentation on this design occurred on February 10, 2011 as part of the 40% preliminary design review. The design was well received by City staff so the consultant is proceeding with the preliminary design. City staff and Hatch Mott McDonald Representatives met on March 29, 2011 to review 90% preliminary design drawings. The design process is proceeding on schedule as expected.

2) SISTERS WELCOME WATER REUSE PROJECT

Description: The Reclaimed Water System upgrades to the St. Margaret Road WWTP include a disk filter, 1.0 MG Storage Tank w/chlorine contact tank, a high service pump station and ancillary piping and valves. These facilities are required components of the WWTP to improve protection of the Ichetucknee Springs by reducing nitrogen loads to the ground at the Sisters Welcome Road Spray Field. The upgrades will enable the reclaimed water to be used for irrigation in public areas including subdivisions, parks, etc. These facilities are funded in part with a \$3.0 Million Grant from the SRWMD. Future phased expansions of the regional reclaimed water piping grid should make reclaimed water available throughout most of the County. *Responsibility: City Manager, Utilities Director and City Engineer*

Status: The project is “substantially” complete. The system is undergoing unit process startup (filters, storage tank, chemical feed equipment, distribution pump station and instrumentation). Within the next few months, the City will begin installation of distribution lines. **This will be the final report on this project.**

3) AIRPORT TERMINAL PROJECT

Description: Construction of a new, 6,000 SF Multi-Use Airport Terminal Building and adjacent asphalt vehicle parking areas, a 1,100 foot access road, a 14,860 square yard aircraft parking apron expansion, storm water detention pond, and associated water and sewer utility installations. Funding sources for this project will be from FDOT aviation project funds, the FAA Airport Improvement Program, and the City Airport Construction Account. The projected cost of the project is \$2,500,000 and Passero Associates, LLC is the design Architect. *Responsibility: Executive Director of Administrative Services and Airport General Manager*

Status: Construction continues on schedule with a projected June 27th completion date. Contractors have completed paving of the U.S. 90 entrance road, the east parking lot with fencing and an electronic vehicle gate. Installation of metal roof decking continues along with interior plumbing, wiring conduit, and wall framing items which are partly completed. Repaving of portions of the east parking lot is completed. As of this report, \$646,681 has been expended on the projected budget of \$2,702,875.



AIRPORT TERMINAL PROJECT AS OF APRIL 4, 2011

4) CDBG HOUSING REHABILITATION PROJECTS

A. Description: DCA Contract No. *08DB-T3-03-22-023-H10* - The regular housing grant awarded to the City of Lake City to rehab 10 dwellings within the City. Requirements are to be owner occupied, have clear title to property and be of very low to low income status. The amount of grant funds is \$650,000.00. *Responsibility: Growth Management Director*

Status: The City has completed the administration requirements under this Grant application. In order to attain eligibility for new application under the FY 2011 funding cycle, close-out of this grant is proposed and must be completed by June 30, 2011. The City is bidding out 3 demo and replacement units with remaining funds. The replacement units are with manufactured homes. The City has completed 10 units, which is what was contracted. The total grant amount was \$750,000, which was split between rehabilitation/demolition, temporary relocation and administrative funds.

B. Description: DCA Contract No. *08DB-T3-03-22-02-NE1* – A Disaster Grant for replacement and rehabilitation of homes damaged or destroyed during the March 2007 tornado. Requirements are to be included Damage Assessment list determined after the event and be the owner and occupant. *Responsibility: Growth Management Director*

Status: There were 3 eligible units remaining pending final approval with evidence to support clear title. Title issues could not be cleared on two of the homes. Staff bid for mobile homes as replacement homes recommending acceptance of one of these homes by Council and a rejection of one bid due to conditions placed on bids. The third house will be a demo and reconstruct. Bid was awarded to George Construction. Six units have been completed, 1 is under construction and 2 have just been bid and awarded. There is a potential for a final one, which would bring the total to ten units. There have been significant title issues with several of these units.

5) EXPANSION OF WATER SERVICE TO WOODBOROUGH SUBDIVISION:

Description: With the diminishing quality of groundwater in the Woodborough Subdivision, several residents have requested that the city provide water service. Woodborough is a residential subdivision located approximately 2.5 miles Northwest of Highway 90 off of Lake Jeffery road. The City currently has available a 12” water main on Lake Jeffery Rd across from the subdivision. Henry Sheldon is the engineer of record for the project. Construction cost will be paid by a “per lot” assessment with estimated cost per parcel as high as \$7,000.00. *Responsibility: City Manager, Utilities Director, Water Distribution/Wastewater Collection Director and City Engineer.*

Status: The first phase consists of an 8” main along Scenic Lake Drive. The method of installation will be directional drill. A slight change in the resident’s part of the project contributions has been calculated (\$6,996.28). The first phase has been designed and staff is currently working on the completion of plan and profile drawings that will be used in obtaining an FDEP construction permit. Staff will be meeting with the City Attorney to finalize the cost estimate and the memoranda of understanding that will be signed by the residents. City staff and the City Attorney have made contact with one of the residents that will be acting as liaison for the subdivision. NO CHANGE FROM LAST REPORT

6) CLEMENTS PLACE, PUTNAM, MELTON BISHOP, CLAYTON SMITH WATER PLANT DEMOLITIONS

Description: These four antiquated City facilities have met their useful life expectancy and have been declared and surplus to the needs of the City. *Responsibility: City Manager and Executive Director of Utilities*

Status: On November 1, 2010 the Council authorized Staff to publish a request for proposals (RFP) for complete demolition of all structures. Proposals (ITB-019-2011) are being solicited for demolition services from the City's Purchasing Department through Thursday, May 12, 2011 at 11:00 a.m. The mandatory pre-bid is Tuesday, April 26, 2011 at 10:00 a.m. at City Hall.

7) FY 2011 CAPITAL IMPROVEMENTS PROJECTS (CIP) SCHEDULE:

Description: CIP funding approved by the City Council for FY 11 totals \$9,030,449.00. This amount equates to 22.20% of the City's annual budget and represents a 164% increase over the FY 10 CIP Budget of \$3,422,486.00. *Responsibility: City Manager and all Department Directors.*

Status: The CIP Schedule follows – updates are provided monthly by each line item.

CAPITAL EXPENDITURES SUMMARIES CITY OF LAKE CITY FISCAL YEAR 2010 - 2011

General Fund	Amount Expended	Amount Budgeted
Police Vehicles (8) (Ordered January 2011- Expected arrival on or about February 20, 2011)	\$ 246,242	\$ 244,727
Police Upgrades & Equipment	\$ 36,160	\$ 17,500
Growth Management Equipment		\$ 1,500
Public Works - Street, Sidewalk & Drainage Improvements (City will hold workshop in February to discuss modifying the project to include using additional \$500,000 for expanded scope of work)	\$ 38,150	\$ 193,000
Public Works – Equipment (Dump Trucks (2) Ordered-Dec 10)	\$ 269,186	\$ 257,667
Public Works Facilities Equipment	\$ 2,408	\$ 4,000
Recreation Equipment	\$ 10,334	\$ 3,475
Purchasing Equipment		\$ 3,167
Fleet Building Improvements & Equipment		\$ 19,967
TOTAL GENERAL FUND	\$ 603,280	\$ 745,003
	Amount Expended	Amount Budgeted
Airport Fund		
New Airport Terminal (Construction is underway)	\$ 858,115	\$ 2,702,875
Airport Improvements	\$ 12,034	\$ 15,000
AWOS Equipment (Approved Dec 10 at \$128,000)	\$ 128,000	\$ 140,000
TOTAL AIRPORT	\$ 998,149	\$ 2,857,875

TOTAL	\$ 1,922,926	\$ 9,280,409
CHANGE FROM FEBRUARY REPORT:	> \$ 369,897;	BAL: \$6,896,014

ACTIVITIES

1) COMMUNITY REDEVELOPMENT (CRA) PLAN UPDATE

Description: The CRA of the City of Lake City has retained the IBI Group, Inc. to prepare a Master Plan Update for the Community Redevelopment Area. The primary goal is to update the Master Plan to address all aspects of development within the City's CRA District, including architectural standards, densities and intensity, signage, parking, public uses, open space, historic preservation, gateway enhancement, etc. *Responsibility: City Manager and CRA Administrator*

Status: The IBI Group, Inc. was chosen by the CRA as the top ranked firm to prepare the Plan Update. A webpage providing information and updates on the status of the CRA Master Plan Update has been created and is posted to our Website Home Page under Items of Interest. An Agreement for Professional Services modifying the original contract with IBI Group, Inc. was presented and approved by Council on September 20, 2010. In order to expand the boundaries data and analysis has been gathered for the Finding of Necessity. City Council Ordinance No. 2011-2010, once adopted, will expand the boundary based on information provided in the Finding of Necessity. The Final Reading will be considered for approval by the Council on April 18, 2011. Once the Finding of Necessity is approved the expanded boundary will be incorporated into the Redevelopment Plan. The Public Workshop schedule will continue in April 2011 and the Redevelopment Plan Draft presented in May of 2011.

2) REDEVELOPMENT AGENCY (CRA) PROJECTS

Description: *Downtown Farmers Market:* City staff has been working for several weeks to re-establish and greatly improve a Downtown Farmers Market. A key meeting was held during February 2011 with the participation of the City Manager, City CRA Administrator and representatives from the University of Florida/IFAS, Columbia County Extension Office, National Farmers Market Coalition President, Columbia County Extension Agent, Florida Farm Bureau, Chamber of Commerce Director, and USDA Rural Development. The meeting objective was to discuss the process of reorganization and structuring a new Farmers Market for the Downtown. The group identified several options for market location and logistics and Wilson Park is the proposed location.

Status: Approval was obtained from the CRA at their Monday, April 4, 2011 meeting for the following;

1. Staff proposal to "revitalize" the Downtown Farmers Market with a "Kick-Off" event during May 2011 followed by 10 additional weekly events through September 2011.
2. Staff Budget Recommendations for Farmers Market Operations.
3. Staff proposal to enter into an Agreement with Consultant Sharon Yeago for professional services to develop a sustainable Farmers Market Operation. Planning meetings with Stakeholders will continue through the month of April. Market and Market Manager Guidelines will also be drafted. The "Kick-Off" Event is slated for Saturday, May 7, 2011.

Description: *Columbia County Museum:* Discussion between the City Staff and representatives of the Columbia County Historical Society has been ongoing since last November concerning relocation of the Museum within the Downtown Community Redevelopment Area. There is high interest in the possibility and costs estimates and other operational issues associated with relocation have been considered. The Community Redevelopment Agency will be requested to partner with the Historical Society on the relocation appropriately.

Status: A follow-up meeting was held on March 2, 2011, 9:00 a.m. at the Museum. The Museum staff will be contacting other key agencies to partner with this project and a follow up meeting will be scheduled in a couple of months. The Museum will create a Business Plan as well as a Development Plan and submit a formal request to the City concerning their interest in obtaining the property and requesting assistance in this endeavor.

Description: *Shands at Lakeshore Roadway Upgrades:* The project calls for design of a Franklin Street improvement giving enhanced access from U.S. Highway 41 to the Lake Shore Hospital entrance. Varied issues essential to the project include acquisition of rights-of-way, street design options, stormwater distribution and collection, the means of completing the preliminary design, and most importantly, the capital funding process. *Responsibility: City Manager and CRA Administrator*

Status: Staff met this week with the Hospital Authority Manager to move forward with the preliminary design process for a Franklin Street improvement giving access from U.S. Highway 41 to the Lake Shore Hospital entrance. Varied issues essential to the project were discussed including acquisition of rights-of-way, street design options, stormwater distribution and collection, the means of completing the preliminary design, and most importantly, the capital funding process. Plans are to have a preliminary design concept within approximately 30 to 40 days. Additionally, a new access road to the hospital from the east side connecting Highway 90 was discussed. City Engineers will be requested to assess and provide the best road path based on existing dedicated rights-of-way and streets within the area. The Engineers will also assess environmental issues that may impact a proposed roadway within the identified area.

Description: *Blanche Hotel Redevelopment:* Beginning in late September 2009, the City demonstrated its interest and publicly committed to participation in a redevelopment relationship with the Blanche Hotel ownership. The CRA has continued discussions with the owners regarding discretionary planning decisions on this initiative. *Responsibility: City Manager and CRA Administrator*

Status: The City continues to assess a variety of possibilities for redevelopment of the Blanche. A letter of interest dated March 21, 2011 was provided to the City by prospect's legal representative expressing the possibility of acquiring the property in partnership with the Lake City CRA. A "confidentiality" clause was included in the letter which shall continue until such time as a binding Purchase and Sale/Acquisition Agreement is ultimately reached.

3) COUNTY/CITY COMBINED COMMUNICATIONS (CCC)

Description: Centralizing emergency dispatch for City Fire, City PD, County Fire, County EMS and County Sheriff's Department into a single unit with CAD, radio and phone interoperability. This will enhance the 911 process. Teams have been established within each included organization to work with technology, building construction and site redundancy to accomplish the project goal. *Responsibility: City Manager, Fire Chief, Police Chief and IT Director*

Status: The City sent a letter on April 5, 2011 advocating that Combined Communications can be of immeasurable benefit to Columbia County and Lake City. But the only path to success in this endeavor must be through objective political leadership and sound decisions with the ultimate goal of putting the needs of our citizens first. Hopefully, in given time, the foundation and harmony essential to overcoming what appears as only political obstacles may be amicably resolved to the satisfaction of all participants and that the reality of a true CCC may then be achieved. The letter is attached at the end of this report.

4) LAW ENFORCEMENT ACCREDITATION INITIATIVE

Description: The Lake City Police Department has applied through the Commission for Florida Law Enforcement Accreditation (CFA) for full compliance. In 1993, Florida Statute 943.125 directed that the Florida Sheriffs Association and the Florida Police Chiefs Association create a voluntary law enforcement accreditation program. Representatives from these associations developed a process for accreditation which required compliance with more than 250 professional standards designed specifically for Florida law enforcement agencies. *Responsibility: Police Chief*

Status: The Accreditation "Kick-Off" was held on February 17, 2010 and the process is fully underway. The LCPD has up to two years to attain accreditation.

END OF REPORT



City of Lake City

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April 5, 2011

Jody Dupree, Chairman
Columbia County Board of Commissioners
P.O. Box 1529
Lake City, Florida 32056

Re: Combined Communications Center (CCC) Initiative

Dear Chairman Dupree:

We applaud Columbia County's recent completion of its 911 communications system overhaul which is now operational and providing encouraging results. The City has for some time understood the need for this major upgrade based on the findings of the Kimball Communications Assessment Report and realize that many technical issues have apparently been resolved and that the new system conforms to the recommendations of Kimball's final report from October 2007.

Aside from the improved technology of the Communications Center, the City has persistently conveyed several concerns about the "relationship" and "governance" components of a CCC. Innumerable meetings, discussions, and varied correspondence have emerged over the last many months in which the City has adamantly expressed the position that the success of a combined dispatch service must be founded upon a trusted and politically secure governance structure. At this time, we do not feel that such a foundation is in place.

County Manager Williams' letter of February 21, 2011 was clear regarding the management of the CCC based on his statement that ***"The Combined Communications Center is a department of the Board of County Commissioners. As such, it is governed by the policies of the Board."*** Mr. Williams' view evidently represents the position of the BOCC and indicates that the Sheriff, a privatized EMS provider, nor the City will not have any "stakeholder rights" regarding the technical, operational, funding, or governance perspectives of the center. Fundamentally, the present scenario is not reflective of a "multi-agency" Communications Center at all.

Mayor-Council Member
STEPHEN M. WITT

Vice-Mayor-Council Member
MELINDA MOSES

Council Members
JAKE HILL, JR.
EUGENE JEFFERSON
GEORGE WARD

City Attorney
HERBERT F. DARBY

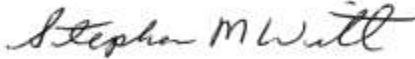
City Manager
WENDELL JOHNSON

City Clerk
AUDREY E. SIKES

Chairman Jody Dupree
April 4, 2011
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In conclusion, we again contend that Combined Communications can be of immeasurable benefit to Columbia County and Lake City. But the only path to success in this endeavor must be through objective political leadership and sound decisions with the ultimate goal of putting the needs of our citizens first. Hopefully, in given time, the foundation and harmony essential to overcoming what appears as only political obstacles may be amicably resolved to the satisfaction of all participants and that the reality of a true CCC may then be achieved.

Very truly yours,



Stephen M. Witt
Mayor

cc: City Council
City Attorney
City Manager
Police Chief
City Fire Chief
City Executive Director of Administrative Services
Columbia County Sheriff
Columbia County Manager