



Board of County Commissioners

**ALACHUA COUNTY
BOARD OF COUNTY COMMISSIONERS
OFFICE OF MANAGEMENT & BUDGET**

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Richelle M. Sucara
Acting Director

Marcian Brown
Acting Budget
Management Supervisor

John D. Johnson
Grants/Contracts
Coordinator

June 24, 2002

MEMORANDUM

To: Susan Nelson, E-911 Coordinator
Fire/Rescue Services

From: John Johnson, Grants/Contracts Coordinator
Office of Management and Budget *JCF*

Subject: **Grants/Contracts Approved by the Board of County
Commissioners on May 14, 2002**

Attached please find a recorded copy of the document referenced below which was approved by the Board on the date referenced above.

ARCHER, CITY OF

**Interlocal Agreement to provide 911 Mapping and Addressing
Services**

Term: May 14, 2002 - September 30, 2004

(Automatically renewed for additional one-year periods)

Amount: N/A

Account: N/A

Please forward a copy of the document to the vendor and keep a copy for your files. Thank you for your assistance.

Enclosure

cc: OMB (memo only)
Will May (memo only)
Finance & Accounting



**INTERLOCAL AGREEMENT FOR
E-911 EMERGENCY ADDRESSING**

J. K. "BUDDY" IRBY
CLERK OF CIRCUIT COURT
ALACHUA COUNTY, FLORIDA
CLERK1 Receipt#097263

This interlocal agreement, made and entered into this 14th day of May,
2002 by and between Alachua County, a political subdivision of the State of Florida, by
and through its Board of County Commissioners, hereinafter referred to as "County",
and the City of Archer, a municipal corporation of the State of Florida, hereinafter
referred to as "City";

WITNESSETH:

WHEREAS, the County and the City are authorized by §163.01, Florida Statutes,
to enter into interlocal agreements to cooperatively and efficiently use their powers to
provide public services that will advance the general health, safety and welfare of the
citizens of Alachua County; and

WHEREAS, the County maintains an Enhanced 911 system on behalf of
incorporated and unincorporated Alachua County; and,

WHEREAS, the Office of Enhanced 911, as part of the Alachua County
Department of Fire/Rescue, oversees and coordinates the official addressing of the
unincorporated County; and,

WHEREAS, the City requests assistance in evaluating and maintaining its
municipal addressing system;

NOW, THEREFORE, in consideration of the premises herein contained, it is
mutually agreed between the parties as follows:

1. Pursuant to §163.01(11), Florida Statutes, this agreement shall be deemed
effective upon recording of this agreement by the County in the public records of

Alachua County.

2. The City hereby agrees to submit the following information to the County E-911 Coordinator at 913 SE 5th Street, Gainesville, FL 32601 within 30 days of the effective date of this agreement:

a) A complete and comprehensive set of current City addressing and mapping data, in electronic format if possible;

b) One copy of all plats, recorded and unrecorded, within the City's possession, with addresses and roadway names annotated thereon, submitted in electronic format when available.

c) Any additional addressing databases or lists the City owns or has access to, such as utilities service or billing address databases, public works roadways lists or other such lists.

3. The County's E-911 Office staff will examine the proffered data for accuracy and completeness, and shall identify any problem addresses or inaccuracies.

4. The County will perform a readdressing of the incorporated area of the City. The addresses within City boundaries will be renumbered to include:

a) renumbering or renaming of private or public roadways within the City boundaries needed to ensure compliance with the Official County Addressing Grid.

b) renumbering of all residences, businesses and other currently addressed structures within City boundaries to ensure compliance with the Official County Addressing Grid.

5. The County E-911 Office will coordinate and oversee all tasks related to updating the E-911 Automatic Location Database, the Master Street Address Guide,

and all other necessary tasks required to maintain E-911 emergency location system integrity.

6. The Alachua County Public Works Department will provide and install all street signs at no cost to the City.

7. The County will assist the City in distributing notices to all affected residents as to the new addresses, with instructions to post and begin using the new addresses.

8. At such time that the readdressing of the City is deemed complete, the County will provide the following addressing support, at no cost to the City:

- a) One initial set of City maps, with official street names and 911 addresses noted thereon;
- b) Training of designated City personnel and others in addressing methods and procedures;
- c) Ongoing assistance in generating new addresses and street names;
- d) Ongoing maintenance of mapping and addressing files on the County's E-911 computer system;
- e) Electronic spatial map files for printing of maps by the City on an as-needed basis.

9. The City hereby agrees to submit to the Alachua County E-911 Coordinator the following information and documentation in support of the ongoing tasks noted in Paragraph 8 above:

- a) One copy of the City's municipal ordinance(s) involving annexation and de-annexation of property within ten (10) business days after the City's final, official adoption;

b) One copy of all proposed or preliminary plats, in electronic format when available, for the purpose of affixing official roadway names thereon;

c) One copy of all final, approved plats, in electronic format when available, for the purpose of affixing official 911 addresses thereon;

d) One copy of any listing of official roadway closings or extensions within ten (10) business days after final, official approval.

10. The City hereby agrees to perform the following ongoing tasks and functions in support of the 911 addressing system:

a) Designate and maintain an employee within the City to act as an interface between the City and the County in all phases of this agreement and subsequent addressing tasks;

b) Mechanically affix new addresses on the City's copy of the official city maps that are generated between map printings;

c) Process all addressing requests, concerns, questions and inquiries from City residents.

11. The E-911 Office will work in cooperation with City Staff and any concerned subcontractors, as well as with the County Property Appraiser, County Public Works, and any other necessary offices, in implementing and maintaining the E-911 addressing system.

12. The City and County hereby agree to mutually cooperate in maintaining the flow of communication necessary to properly and effectively institute the E-911 emergency number system throughout the City.

13. The City agrees to adhere and conform to the County's uniform building and

numbering ordinance by either adopting a substantially identical ordinance or otherwise conforming to the County's Ordinance and any and all amendments to or revisions of said ordinance, a copy of which is attached hereto and incorporated herein.

14. The parties assume any and all risks of personal injury and property damage attributable to the acts of omissions of its officers employees, servants and agents. Nothing herein waives the provisions of §768.28, Florida Statutes.

15. Notices provided herein or relating to the subject matter of this agreement shall be provided to the attention of:

Michael Westney, City Manager

P.O. Box 39

Archer, FL 32618

Chief Will Gray May
Alachua County Fire Rescue Services
PO Box 548
Gainesville, FL 32602

Copies of all notices shall be sent to:

J. K. "Buddy" Irby
Clerk of the Circuit Court
PO Box 939
Gainesville FL 32602

16. Upon adoption, this Agreement supercedes any previous agreement between the City and the County regarding the Emergency Number System.

17. The initial term of this agreement shall begin on the date set forth above, and shall end on September 30, 2004. Upon expiration, this agreement shall be automatically renewed by the parties for additional one- (1) year terms, unless either

party shall express intent to withdraw from this agreement at the expiration date in effect, by providing written notice to the other party no less that ten (10) days prior to the expiration date.

18. The County, upon execution of this agreement, shall file same with the Clerk of the Court in the official records of Alachua County, as required by Section 163.01(11), Florida Statutes.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed for the uses and purposes therein expressed on the day and year first above-written.

ALACHUA COUNTY, FLORIDA

BY: *Robert Hutchinson*
ROBERT HUTCHINSON, CHAIR
Board of County Commissioners

ATTEST:

J.K. "Buddy" Iby
J.K. "Buddy" Iby, Clerk
(SEAL)

APPROVED AS TO FORM:

Robert Lyke
Alachua County Attorney's Office

[CONTRACTOR]

BY: *Clark E. Scarborough*
City of Archer
Clark E. Scarborough, Mayor

ATTEST:

BY: *Michael Westney*

Print/Type: Michael Westney

Title: City Manager

**ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

AGENDA SECTION: Consent		ITEM #:
MEETING DATE: May 14, 2002	DATE COMPLETED: April 17, 2002	TIME CERTAIN: No
ITEM DESCRIPTION: An Interlocal agreement between the City of Archer and the E-911 Office to provide the City with mapping and addressing services.		
REQUESTED BY: E-911 Office	ORIGINATING DEPARTMENT: Fire/Rescue	PREPARED BY: Susan Nelson PREPARER'S PHONE #: 338-3285
DOCUMENT(S) REQUIRING ACTION: Two copies of the agreement for the Chair's signature		AMOUNT: N/A

EXECUTIVE SUMMARY:

The City of Archer has requested municipal readdressing services and ongoing mapping and addressing maintenance services.

BACKGROUND:

In the interest of updating and centralizing 911 mapping and addressing data, the Board of County Commissioners offered E-911 Office mapping and addressing services to each municipality. In response, the City of Archer has signed an interlocal agreement to receive this assistance and forwarded same to the County for signing.

ISSUES:

- Readdressing the City to the county-wide grid would benefit emergency personnel in effecting timely responses, and would also aid city officials in making city operations more efficient.
- This agreement was originally presented to the Board last fall. The Board directed Staff to research and resolve the issue of historic street names. The resulting policy was presented to the Board and approved March 12, 2002.
- The Archer City Commission originally considered the subject of city readdressing at a Special Meeting on March 20, 2000. At that time the issue of historic signs was discussed and agreed upon, with the terms of this agreement reflected in the Meeting Record. Both the City of Archer and E-911 have agreed to abide by the terms reflected in the Record.
- The Archer City Manager has directed E-911 to re-submit the original signed interlocal to the Board to avoid further delay in completing this agreement.

ACTION

- Recommendation:** Approve the Agreement and authorize the Chair's signature.
- Alternative #1:** Provide staff direction on deviations from recommendation

FISCAL IMPACT




- Recommendation:** The E-911 Office is already equipped to handle this work load. Public Works will be providing road signs, which is already built in their budget.
- Alternative #1:**
- Funding Sources:**
- Account Code:**

ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

ATTACHMENTS: Two copies of the agreement already signed by Archer officials

SUGGESTED REFERENCE MATERIAL:

1. Prior similar agreements already entered into by the Board with the Town of Lacrosse, and the Cities of Hawthorne, Newberry, Waldo, Alachua and High Springs.
2. Letter from the Board Chair to each municipality offering mapping and addressing services, dated March 5, 1999

 DEPARTMENT DIRECTOR	 OMB & CONTRACTS	 AGENDA OFFICE	 LEGAL	 COUNTY MANAGER
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COMMISSION ACTION:
Approved: _____ Denied: _____
Additional Action: _____

REVISED December 14, 2001