



INTERAGENCY AGREEMENT

This Interagency Agreement (“Agreement”) is entered into this __20th__ day of August 2024, by and between the City of Ocala, by and through Ocala Police Department and Arnette House, Inc. (“Arnette House”).

Arnette House provides residential and community-based services for adolescent youth and their families. Currently, the Arnette House has contracts with the following agencies:

- *Kid’s Central, Inc.* to provide emergency shelter and foster care to dependent adolescents who are residents of District 13.
- *The Florida Network of Youth and Family Services* through the Florida Department of Juvenile Justice to provide community-based counseling and case management as well as temporary shelter in our residential facility to non-adjudicated, non-dependent adolescents who are residents of District 13.

These contractors encourage collaborative relationships with various community organizations to enhance the provision of services to clients. To this end, the parties engaged in this agreement consent to the following.

The City of Ocala, by and through **Ocala Police Department** agrees to:

- Refer eligible youth to Arnette House for services. Arnette House provides non-residential services to youth ages 8-17 and their parents, and provides Shelter Services for youth ages 10-17 who are:
 1. Truant
 2. Beyond parents’ control
 3. Runaways
 4. First time offenders
 5. Victims of domestic violence
 6. Abused or neglected youth
 7. Homeless youth
- Provide pertinent information.
- Have parent or legal guardian complete all necessary forms as Identified by the Arnette House.
- Work collaboratively with the Arnette House staff when there are mutual clients, sharing information as permitted within the limits of the Ocala Housing Authority and Arnette House confidentiality policies.

The **Arnette House** agrees to:

- Accept eligible youth into shelter.
- Transport youth when staff is available.



INTERAGENCY AGREEMENT (cont.)

This agreement is intended to describe the terms of the working relationship between the two agencies. It is not intended as a legal contract, and no one, including third parties, retains any legal right or expectation by its execution.

The staff of Arnette House is grateful for the services the Ocala Police Department has provided to our clients and looks forward to our continued relationship.

This Agreement between the City of Ocala, by and through **Ocala Police Department** and **Arnette House, Inc.** shall be for a period of one year beginning the date of the latest signature on this agreement.

The parties acknowledge and agree that certain information regarding the youth and families served by these agencies is confidential. We agree not to discuss any personal information that we may obtain in the course of the performance of our duties with any other person unless such discussion is required for the completion of assigned tasks and is permitted by law, including but not limited to, Chapter 119, Florida Statutes (public records law). This provision shall not be interpreted to interfere with or impede law enforcement duties, obligations and/or powers.

Cheri Pettitt, Chief Executive Officer
Arnette House, Inc.

9/3/2024

Date

DocuSigned by:

Michael Balken, Chief of Police
Ocala Police Department

9/3/2024

Date

DocuSigned by:

Benjamin Marciano, Mayor
City of Ocala

9/3/2024

Date

Approved as to form and legality:

Signed by:

Kristi Van Vleet, Assistant City Attorney



Certificate Of Completion

Envelope Id: 6CAB0027AD514DCA9610A66A21FA062C
Subject: SIGNATURE - Interagency Agreement - OPD and Arnette House, Inc.
Source Envelope:
Document Pages: 3
Certificate Pages: 5
AutoNav: Enabled
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Envelope Originator:
Patricia Lewis
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City Hall, Third Floor
Ocala, FL 34471
plewis@ocalafl.org
IP Address: 216.255.240.104

Record Tracking

Status: Original
8/28/2024 2:52:35 PM
Security Appliance Status: Connected
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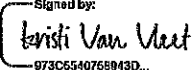
Holder: Patricia Lewis
plewis@ocalafl.org
Pool: StateLocal
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Location: DocuSign
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Signer Events

Kristi Van Vleet
kvanvleet@ocalafl.gov
Assistant City Attorney
Security Level: Email, Account Authentication (None)

Signature


Signed by:

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Signature Adoption: Pre-selected Style
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Timestamp

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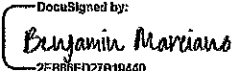
Mike Balken
mbalken@ocalapd.gov
CHIEF
Security Level: Email, Account Authentication (None)

DocuSigned by:

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Benjamin Marciano
bmarciano@ocalafl.gov
Security Level: Email, Account Authentication (None)

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Signature Adoption: Pre-selected Style
Using IP Address: 216.255.240.104

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In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

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Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Signing Complete	Security Checked	9/3/2024 2:55:25 PM
Completed	Security Checked	9/3/2024 2:55:25 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, City of Ocala - Procurement & Contracting (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact City of Ocala - Procurement & Contracting:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: contracts@ocalafl.org

To advise City of Ocala - Procurement & Contracting of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at contracts@ocalafl.org and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from City of Ocala - Procurement & Contracting

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to contracts@ocalafl.org and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with City of Ocala - Procurement & Contracting

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to contracts@ocalafl.org and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify City of Ocala - Procurement & Contracting as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by City of Ocala - Procurement & Contracting during the course of your relationship with City of Ocala - Procurement & Contracting.