

**AGENDA FOR REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF  
INVERNESS, FLORIDA, CITY HALL, 212 WEST MAIN STREET  
November 18, 2014 - 5:30 PM**

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**NOTICE TO THE PUBLIC**

Any person who decides to appeal any decision of the Governing Body with respect to any matter considered at this meeting will need a record of the proceedings and, for such purpose, may need to provide that a verbatim record of the proceeding is made, which record includes testimony and evidence upon which the appeal is to be based (Section 286.0105, Florida Statutes).

Accommodation for the disabled (hearing or visually impaired, etc.) may be arranged with advance notice of seven (7) days before the scheduled meeting, by dialing (352) 726-2611 weekdays from 8 AM to 4 PM.

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**ENCLOSURES\***

- 1) INVOCATION, PLEDGE OF ALLEGIANCE AND ROLL CALL**
  
- 2) PLEASE SILENCE ELECTRONIC DEVICES**
  
- 3) ACCEPTANCE OF AGENDA**
  
- 4) PUBLIC HEARINGS**
  - a) Parking Ordinance 2014-207 - Final Reading\*  
**(Continued to Council Meeting on 12/02/14)**
  - 4 - 8 b) Land Procurement Ordinance Repeal - Final Reading\*
  
- 5) OPEN PUBLIC MEETING**

*The public is invited to express opinion on any item for this meeting or pending action at a future meeting of City Council.*
  
- 6) PRE-SCHEDULED PUBLIC APPEARANCES**
  
- 7) MAYOR'S LOCAL ACHIEVEMENT AWARDS**

**AGENDA FOR REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF  
INVERNESS, FLORIDA, CITY HALL, 212 WEST MAIN STREET  
November 18, 2014 - 5:30 PM**

- a) Proclamation Presentation - "National Hospice & Palliative Care Month"

**8) CITY ATTORNEY REPORT**

**9) CONSENT AGENDA**

- 9 a) Bill Listing\*

*Recommendation - Approval*

- 10 - 16 b) Council Minutes - 11/05/2014 & 11/13/14EX\*

*Recommendation - Approval*

- 17 - 18 c) Proclamation - "Movember" \*

*Recommendation - Approval*

**10) CITY MANAGER'S REPORT Correspondence/Reports/Recommendations**

- 19 - 23 a) Budget Reconciliations - Resolution\*
- b) Collective Bargaining Agreement Status (Verbal)
- 24 - 28 c) Employee Compensation\*
- d) Other

**11) COUNCIL/MAYOR SUBJECTS**

**12) NON-SCHEDULED PUBLIC COMMENT**

**13) ADJOURNMENT**

- a) **DATES TO REMEMBER**

**AGENDA FOR REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF  
INVERNESS, FLORIDA, CITY HALL, 212 WEST MAIN STREET  
November 18, 2014 - 5:30 PM**

Inverness Grand Prix

**Concert & Car Cruise-In**

Friday, November 21, 2014 @ 5:00pm

Courthouse Square

**Races**

Saturday, November 22, 2014 Noon - 5:00pm

Courthouse Square

Light up Inverness

Wednesday, November 26, 2014 beginning @ 5:00pm & Tree Lighting  
@ 6:00pm

Downtown Inverness

Thanksgiving Holiday

Thursday, November 27, 2014

Administrative Offices Closed

Sheriff and Utility Services Operational; Satellite Parks Available  
(Whispering Pines Regional Park will be Closed)

Day after Thanksgiving

Friday, November 28, 2014

Administrative Offices Closed

All Parks, Sanitation, Police and Utility Services Operational

Inverness City Council Regular Meeting

Tuesday, December 2, 2014 @ 5:30pm

Inverness Government Center

# Agenda Memorandum – *City of Inverness*

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**DATE:** November 18, 2014  
**ISSUE:** Parking Ordinance Public Hearing – Restart Process  
**FROM:** City Manager  
**CC:** City Clerk, Community Development, Dale Malm  
**ATTACHED:** N/A

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The Public Hearing advertised and scheduled for tonight’s meeting of City Council will not be conducted. The proposed Parking Ordinance requires further codification beyond what would be considered “scrivener error.”

In 1997, followed by action in 1999, the Parking Ordinance and Parking Fines were separated and codified in different ordinance sections. What is unclear is why Parking regulations are found under Article III, Sec 21-11 through 21-25; while Parking Fines and Penalties are found in Article IX, Sections 21-73 through 21-75. What does this do to the current status?

The structure of parking regulations and approach that governs permissible behavior is ready to move forward; however, we must insure the Fine and Penalty sections are in sync with parking regulations. The best manner to proceed is to align the two Ordinance Sections, which to date, has not been accomplished. Once ready, the matter will return to City Council for the first reading of two separate ordinances or one combined ordinance. Either way, this will not be on an agenda until after the New Year.

***Recommended Action –***

Motion, second and vote to cancel the Public Hearing and direct the City Manager to return newly aligned Ordinance sections for presentation after the New Year.

  
Frank DiGiovanni

# Agenda Memorandum – *City of Inverness*

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**DATE:** November 18, 2014  
**ISSUE:** FDOT Perpetual Easement for Cooter Pond Park Section  
Highway 44 and 41/44 Resurfacing and Drainage Improvements  
**FROM:** City Manager  
**CC:** City Clerk, Community Development, Eric Williams  
**ATTACHED:** DOT Letter of Perpetual Easement  
Perpetual Easement Instrument  
Project Sketch

CITY COUNCIL APPROVED  
DATE: 11/18/14

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We apologize for the “last minute introduction”, but this matter of importance was urgently brought forward the FDOT Officials.

Reference is made to attachments.

The matter is brought forward at this time, by request of the Florida Department of Transportation (FDOT).

A resurfacing program for Highway 44 West and 41/44 through the City is about to commence. The project goes beyond general resurfacing and recognizes deficiencies that warrant correction. Storm Water Management and Cycling Safety are two items that will have a measured improvement. FDOT has taken extraordinary steps to assemble data, evaluate, design and develop construction documents to improve storm water control at the intersection of Apopka and 41/44. For them to proceed, an easement by the City is required.

Attached are documents to support the City’s acceptance of the DOT plan and to provide a perpetual easement through a section of Cooter Pond Park. We have been assured that terrain and landscaping will be restored to the City’s satisfaction.

This is a large-scale project; the importance of which supports the economy and transportation network of the City and region. City Council is encouraged to support this initiative.

### *Recommended Action –*

1. Motion and second to read the Resolution from FDOT by title
  - a. Clerk reads title
2. Deliberate the scope and if the interest is to proceed, motion and second to adopt the Resolution by roll-call
3. Following adoption of the Resolution, motion, second and vote to accept the perpetual easement and authorize that the Council President executes all documents

  
Frank DiGiovanni

Administrative Offices  
212 West Main Street, Inverness Florida 34450  
www.Inverness-Fl.gov



# City of Inverness

*Administration Office*

212 W. Main Street

Inverness, Florida 34450-4149

Administration@Inverness-FL.gov

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(352) 726-2611

Fax (352) 726-0607

November 19<sup>th</sup>, 2014

Ashleigh:

Attached are the original copies of the Perpetual Easement, as requested.

We ask that you forward us a copy of the recorded document once completed.

Thank you,

A handwritten signature in blue ink that reads "Deborah Davis".

Deborah Davis

City Clerk



JPY

575-030-12  
RIGHT OF WAY  
05/99

# Florida Department of Transportation

RICK SCOTT  
GOVERNOR

11201 N. McKinley Drive  
Tampa, FL 33612

ANANTH PRASAD, P.E.  
SECRETARY

## Donation of Property to the Florida Department of Transportation

City of Inverness, a municipality of the State of Florida  
212 W. Main Street  
Inverness, FL 34450

ITEM/SEGMENT NO.:	4271551
MANAGING DISTRICT:	07
F.A.P. NO.:	
STATE ROAD NO.:	45
COUNTY:	CITRUS
PARCEL NO.:	804
INTEREST CONVEYED:	Perpetual Easement

This is to advise that the undersigned, as owner of the property or property interest referenced above and as shown on Right of Way maps for referenced project, desires to make a voluntary donation of said property or property interest to the State of Florida for the use and benefit of the Florida Department of Transportation.

The undersigned hereby acknowledges that he/she has been fully advised by a Department representative of his/her right to have the referenced property or property interest appraised, to accompany the appraiser during the appraisal inspection of the property, to receive full compensation for the above referenced property, and to receive reimbursement for reasonable fees and costs incurred, if any. Having been fully informed of the above rights, I hereby waive those rights unless otherwise noted below.

*Ken Hinkle*

Owner's Signature

*Ken Hinkle*

Type or Print Property Owner's Name

*212 W. Main Street*

Street Address

*Inverness FL 34450*

City, State, Zip Code

*11/18/14*

Date

**INSTRUCTIONS FOR COMPLETION OF THE  
DONATION OF PROPERTY TO THE  
FLORIDA DEPARTMENT OF TRANSPORTATION (FORM 575-030-12)**

*This form should be printed on official DOT  
letterhead.*

- DATE AND INSIDE ADDRESS:** Space is provided for a date and inside address of the property owner.
- PROJECT/PARCEL INFORMATION:** The following information can be located in the legal documents and Right of Way map for each project and is required on official Department forms:
- Item/Segment No.
  - Managing District
  - F.A.P. No.
  - State Road No.
  - County
  - Parcel No.
- OWNER'S SIGNATURE BLOCK:** The owner must sign and provide an address and date before the Department can accept the donation.
- ORIGINAL:** Parcel File
- COPIES:** Owner(s)

R E S O L U T I O N 2014-27

ON MOTION of Councilperson Dave Ryan, seconded by Councilperson Jacque Hepler, the following Resolution was adopted:

WHEREAS, the State of Florida Department of Transportation proposes to construct or improve State Road No. 45, Section No. N/A, in CITRUS County, Florida; and

WHEREAS, it is necessary that an easement across certain lands now owned by INVERNESS, Florida, be acquired by the State of Florida Department of Transportation; and

WHEREAS, said use is in the best interest of the City; and

WHEREAS, the State of Florida Department of Transportation has made application to said City to execute and deliver to the State of Florida Department of Transportation a perpetual easement, or easements, in favor of the State of Florida Department of Transportation for the purpose of constructing and maintaining a PERPETUAL DRAINAGE, easement and said request having been duly considered.

NOW THEREFORE, BE IT RESOLVED by the City Council of INVERNESS, Florida, that the application of the State of Florida Department of Transportation for a perpetual easement, or easements, is for transportation purposes which are in the public or community interest and for public welfare; that a perpetual easement, or easements, in favor of the State of Florida Department of Transportation in the City of INVERNESS, Florida, should be drawn and executed by this City Council. Consideration shall be \$ - 0 -.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded forthwith to the State of Florida Department of Transportation at 11201 N. Malcolm McKinley Drive Tampa, Florida 33612.

STATE OF FLORIDA

CITY OF INVERNESS

I HEREBY CERTIFY that the foregoing is a true copy of a Resolution adopted by the City Council of INVERNESS, Florida, at a meeting held on the 18<sup>th</sup> day of November, 2014.

Ken Hinkle  
PRINT NAME Ken Hinkle  
President, City Council  
Inverness, Florida

ATTEST:

Deborah J. Davis  
Deborah J. Davis  
City Clerk

This instrument prepared by,  
or under the direction of  
By: [Signature]  
Department of Transportation  
11201 N. Malcolm McKinley Drive  
Tampa, Florida 33612

PARCEL : 804.01  
WPI/SEG : 4271551  
S.R. NO.: 45  
COUNTY : CITRUS  
SECTION : N/A  
MANAGING DISTRICT: SEVEN

COPY

Legal Description Approved:  
Date: 10/10/2014 By: ROGER P. WHITLEY

PE.13

**PERPETUAL EASEMENT**

THIS EASEMENT made this 18<sup>th</sup> day of November, 2014, by the City of INVERNESS, a municipality of the State of Florida, grantor, to the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, 11201 N. McKinley Dr. Tampa, Fl 33612, its successors and assigns, grantee.

WITNESSETH: That the grantor for and in consideration of the sum of One Dollar and other valuable considerations paid, the receipt and sufficiency of which is hereby acknowledged, hereby grants unto the grantee, its successors and assigns, a perpetual easement for the purpose of constructing and maintaining a PERPETUAL DRAINAGE easement in, over, under, upon and through the following described land in CITRUS County, Florida, viz:

Part of Lots 5 and 6, Block 103 (shown as Block 106 on plat), ORIGINAL TOWNSITE OF INVERNESS, according to the plat thereof recorded in Plat Book 1, Page 36, Public Records of Citrus County, Florida, lying in Section 17, Township 19 South, Range 20 East, Citrus County, Florida, being more particularly described as follows:

Commence at the intersection point of the northeasterly existing right of way line of State Road No. 44/45 (U.S. 41) and the east existing right of way line of Dr. Martin Luther King Jr. Avenue (Park Avenue on plat), also being the west line of Lot 5, Block 103 (shown as Block 106 on plat), ORIGINAL TOWNSITE OF INVERNESS, according to the plat thereof recorded in Plat Book 1, Page 36, Public Records of Citrus County, Florida, said point being the northwesterly corner of the property described in Official Record Book 877, Page 365, Public Records of Citrus County, Florida; thence S51°41'35"E along said northeasterly existing right of way line of State Road No. 44/45 as depicted on the Florida Department of Transportation Right of Way Map Section No. 02010-2516 and described in said Official Record Book 877, Page 365, a distance of 70.15 feet to the POINT OF BEGINNING; thence, leaving said northeasterly existing right of way line, N71°14'39"E, 136.02 feet; thence S18°45'21"E, 25.00 feet; thence S71°14'39"W, 119.83 feet to a point on said northeasterly existing right of way line; thence along said northeasterly existing right of way line N51°41'35"W, 29.79 feet to said POINT OF BEGINNING.

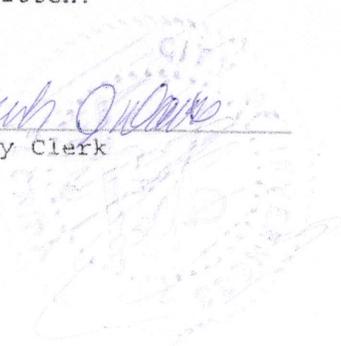
Containing 3198 square feet, more or less.

COPY

TO HAVE AND TO HOLD the same unto said grantee, its successors and assigns forever, together with immunity unto the said grantee, its successors and assigns from all claims for damage, if any, arising from or growing out of such construction and/or maintenance to the lands, if any, owned by the grantor, lying adjacent or contiguous to the lands hereinabove described.

IN WITNESS WHEREOF, the said grantor has caused these presents to be executed in its name by its Mayor, and its seal to be hereto affixed, attested by its City Clerk, the date first above written.

ATTEST: *Nikolaus O. Davis*  
Its City Clerk



The City of INVERNESS

By: *Ken Hinkle*  
~~Its Mayor~~ Council President

PRINT NAME Ken Hinkle

ADDRESS 212 W. Main St  
Inverness, FL 34450

STATE OF FLORIDA  
COUNTY OF Citrus

The foregoing instrument was acknowledged before me this 18<sup>th</sup> day of November, 2014, by Ken Hinkle, Mayor of INVERNESS, Florida who is personally known to me or who has produced Council Pres. as identification.

*Sheila J. Densmore*

PRINT NAME Sheila F. Densmore

Notary Public in and for the  
County and State last aforesaid.  
My Commission Expires:

Serial No. \_\_\_\_\_



SECTION 17, TOWNSHIP 19 SOUTH, RANGE 20 EAST  
CITY OF INVERNESS, CITRUS COUNTY, FLORIDA

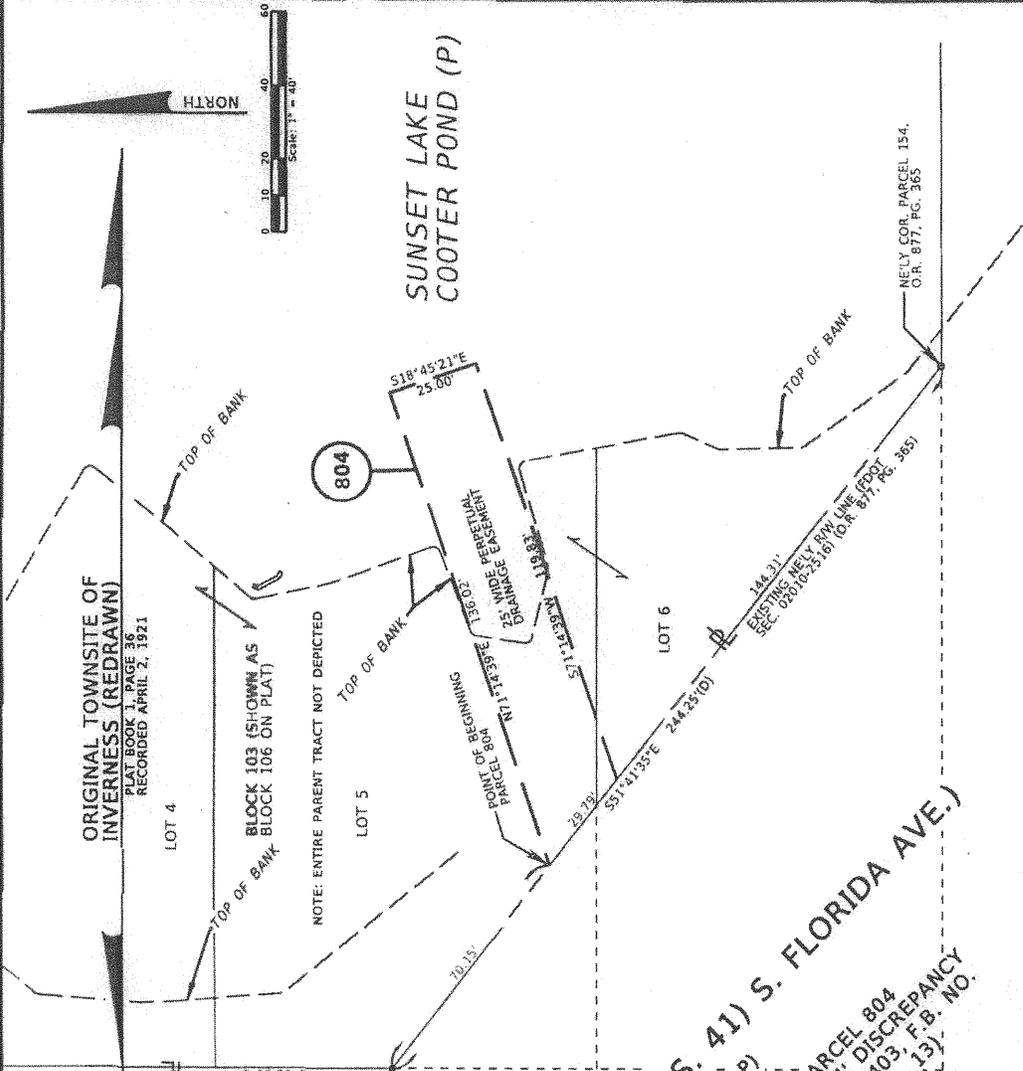
GENERAL NOTES:

1. BEARINGS ARE BASED ON THE EAST RIGHT OF WAY LINE OF PARK AVENUE NORTH OF S.R. NO. 44 AS BEING N00°03'30"E.
2. OWNER: CITY OF INVERNESS
3. AREA OF PARCEL 804 = 3198 SQUARE FEET, MORE OR LESS; PARENT TRACT NOT DEPICTED OR CALCULATED.
4. DESCRIPTION FILE NAME ATTACHED: 4271551.P804LGL.DOC
5. NO TITLE SEARCH FURNISHED AS OF OCTOBER 8, 2014.

DR. MARTIN LUTHER  
KING JR. AVE. (P)  
75' R/W (P)

POINT OF COMMENCEMENT  
FOR PARCEL 804  
(NWLY COR. PARCEL 154,  
O.R. 877, PG. 365)

(BASIS OF BEARINGS)  
N00°03'30"E



SUNSET LAKE  
COOTER POND (P)

ORIGINAL TOWNSITE OF  
INVERNESS (REDRAWN)  
PLAT BOOK 1, PAGE 36  
RECORDED APRIL 2, 1921

BLOCK 103 (SHOWN AS  
BLOCK 106 ON PLAT)

NOTE: ENTIRE PARENT TRACT NOT DEPICTED

804

LOT 6

NELY COR. PARCEL 154,  
O.R. 877, PG. 365

STATE ROAD NO. 44/45 (U.S. 41) S. FLORIDA AVE.)  
(S.R. NO. 45 ON R/W MAP)  
(SURVEY BASELINE & STATION/OFFSETS TO PARCEL 804  
ARE NOT SHOWN BECAUSE OF UNRESOLVED 54' DISCREPANCY  
IN STATIONING BETWEEN R/W MAP F.B. NO. 200403, F.B. NO.  
200404 & CURRENT ROADWAY PLAN SHEET 161 NO. 13.)

LEGEND:

- COR. CORNER
- (D) DEED
- F.B. FIELD BOOK
- F.P. FINANCIAL PROJECT
- FDOT FLORIDA DEPARTMENT OF TRANSPORTATION
- O.R. OFFICIAL RECORD (BOOK)
- (P) PLAT
- PL PROPERTY LINE
- R/W RIGHT OF WAY
- SEC. SECTION
- S.R. STATE ROAD

FLORIDA DEPARTMENT OF TRANSPORTATION		STATE ROAD NO. 44		CITRUS COUNTY	
PARCEL SKETCH - NOT A SURVEY		BY	DATE	PREPARED BY:	DATA SOURCE:
		FWE	10/08/2014	FDOT DISTRICT SEVEN SURVEYING & MAPPING	FLA. TRANSPORTATION ENG.
REVISION	BY	DATE	CHECKED	RPW	SECTION 02010-2516
					SHEET 1 OF 1
					FILE NAME: NWP804.DGN



## Agenda Memorandum – *City of Inverness*

November 14, 2014

**TO:** Elected Officials  
**FROM:** City Manager  
**SUBJECT:** Public Hearing / Land Procurement Ordinance – (Second Reading)  
**CC:** City Clerk  
**Enclosure:** Land Procurement Ordinance 2014-708  
Proof of Publication

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A public hearing has been duly advertised for City Council to receive public comment regarding the repeal of Ordinance 2014-705 and replace it with Ordinance 2014-708.

This may sound technical, but only repositions the Ordinance that governs Land Procurement in a proper location in the City Code Section 2.74. Pending action by City Council will not alter the merits of the Land Procurement Ordinance or resulting policy.

### ***Recommended Action -***

It is recommended that Council

1. Motion, second and vote read the Ordinance by title
  - a. City Clerk reads Ordinance title
2. Open the Public Hearing
  - a. Those for; Those against
3. Close the Public Hearing to deliberate
4. To proceed, motion and second to adopt the Ordinance on the second and final reading by roll-call

If you wish to discuss this, please contact me at your convenience.

  
Frank DiGiovanni

**ORDINANCE NO. 2014 - 708**

AN ORDINANCE OF THE CITY OF INVERNESS, FLORIDA, PROVIDING FOR PROCEDURES FOR THE ACQUISITION OF REAL PROPERTY BY THE CITY FOR MUNICIPAL PURPOSES; PROVIDING FOR THE POWERS OF THE CITY MANAGER; PROVIDING FOR APPROVALS BY THE CITY COUNCIL; PROVIDING FOR APPRAISALS; PROVIDING FOR THE REPEAL OF ORDINANCE NO. 2014-705; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND, PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the City Council wishes to adopt by Ordinance the procedures it uses for the acquisition of real estate necessary for Municipal purposes; and,

**WHEREAS**, the City wishes to adopt an alternative purchasing procedure separate and apart from Section 166.045, whereby the actions of the City in acquiring real property will be transparent and open to the public.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Inverness, Florida, as follows:

**Section 1.** Ordinance No. 2014-705 is hereby repealed.

**Section 2.** The Code of Ordinances of the City of Inverness are hereby amended to include in Chapter 2 a new Section 2.74, entitled "Purchase of Real Property", which shall read as follows:

"Section 2.74. Purchase of Real Property.

- (a) It is the intent of the City Council that all future land acquisitions be made by the following procedures set forth in this section unless the City Manager determines to use the procedures set forth in Florida Statute 166.045. The procedures set forth below shall not apply to land acquisitions utilizing the powers of eminent domain as provided in Chapters 73 and 74 and Section 166.401, et. seq., Florida Statutes, or other general or special law.

- (b) When the City seeks to acquire real property, the City Manager is hereby empowered to obtain an option contract with the Seller of the desired lands. For purposes of this section, the term "option contract" means a proposed agreement by the municipality to purchase a piece of property subject to approval of the City Council at a regular or special called public meeting. When the value of the real property exceeds \$50,000.00 in value but is not in excess of \$200,000.00, the City Manager shall obtain a cost market analysis prior to presenting the contract to the City Council. Said cost market analysis may be utilized by the City Council in determining the advisability of purchasing the real property under consideration. For parcels of land to be acquired which exceed \$200,000.00, the City Council shall obtain at least one appraisal prepared by a member of an appraisal organization which has been approved by the Governor and Cabinet pursuant to F.A.C. Rule 18-1.007 or be a state certified general appraiser as defined in Florida Statute Section 475.611.

**Section 3. SEVERABILITY**

If any article or portion of this ordinance is found to be invalid, unlawful or unconstitutional, all other articles of this ordinance shall remain valid and enforceable.

**Section 4. INCLUSION IN THE CODE OF ORDINANCES**

The provisions of this Ordinance shall be included and incorporated in the Code of Ordinances of the City of Inverness as an addition or amendment thereto, and shall be appropriately renumbered to conform to the uniform numbering system of the Code of Ordinances.

**Section 5. EFFECTIVE DATE**

This Ordinance shall become effective immediately upon its adoption.

Upon motion duly made and carried on first reading, the foregoing ordinance was approved on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

Upon motion duly made and carried on second reading, the foregoing ordinance was adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

**CITY OF INVERNESS, FLORIDA**

By: \_\_\_\_\_  
KEN HINKLE, President

\_\_\_\_\_  
ROBERT PLAISTED, Mayor

ATTEST:

\_\_\_\_\_  
DEBORAH DAVIS, City Clerk

Approved as to form and content:

\_\_\_\_\_  
LARRY M. HAAG, City Attorney

**Proof of Publication**  
from the  
**CITRUS COUNTY CHRONICLE**  
Crystal River, Citrus County, Florida  
**PUBLISHED DAILY**

STATE OF FLORIDA  
COUNTY OF CITRUS

Before the undersigned authority personally appeared

Theresa J. Savery and/or LaKeshia Brisco  
and/or Mary Ann Naczi and/or Mishayla  
Coffas

Of the Citrus County Chronicle, a newspaper published daily at Crystal River, in Citrus County, Florida, that the attached copy of advertisement being a public notice in the matter of the

886-1107 FCRN City of Inverness Ordinance 2014-708  
PUBLIC NOTICE OF PROPOSED ENACTMENT  
NOTICE is hereby given by the City Council of the City of  
Inverness, Florida that pursuant to Chapter 166.041 of the  
laws of Florida a Public Notice be given by th

Court, was published in said newspaper in the issues of  
November 7th, 2014.

Affiant further says that the Citrus County Chronicle is a Newspaper published at Crystal River in said Citrus County, Florida, and that the said newspaper has heretofore been continuously published in Citrus County, Marion County and Levy County, Florida, each week and has been entered as second class mail matter at the post office in Inverness in said Citrus County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

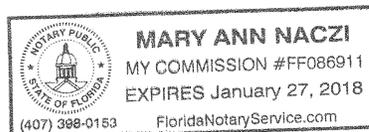
*Mishayla Coffas*  
The forgoing instrument was acknowledged before me

This 7<sup>th</sup> day of Nov., 2014

By: Theresa J. Savery and/or LaKeshia  
Brisco and/or Mary Ann Naczi and/or  
Mishayla Coffas

who is personally known to me and who did take an oath.

*Mary Ann Naczi*  
Notary Public



886-1107 FCRN  
City of Inverness Ordinance 2014-708  
**PUBLIC NOTICE**  
**OF PROPOSED ENACTMENT**  
NOTICE is hereby given by the City Council of the City of Inverness, Florida that pursuant to Chapter 166.041 of the laws of Florida a Public Notice be given by the City Council of the City of Inverness that an ordinance entitled:

**ORDINANCE NO. 2014 - 708**

**AN ORDINANCE OF THE CITY OF INVERNESS, FLORIDA, PROVIDING FOR PROCEDURES FOR THE ACQUISITION OF REAL PROPERTY BY THE CITY FOR MUNICIPAL PURPOSES; PROVIDING FOR THE POWERS OF THE CITY MANAGER; PROVIDING FOR APPROVALS BY THE CITY COUNCIL; PROVIDING FOR APPRAISALS; PROVIDING FOR THE REPEAL OF ORDINANCE NO. 2014-705; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND, PROVIDING FOR AN EFFECTIVE DATE.**

will be considered for final reading and adoption by the City Council. All interested parties may appear at the meeting and be heard with respect to the proposed Ordinance at 5:31 PM, **November 18th, 2014.**

Copy of the proposed ordinance will be on file with and available for inspection by the public in the office of the City Clerk in the City Hall, 212 W. Main Street, Inverness, Florida, between the hours of 8:30 AM and 4:30 PM, Monday through Friday of each week.

Be advised that if any person or persons may wish to appeal a decision of the City Council of the City of Inverness, Florida, made at this meeting, a record of the proceedings will be needed by such person or persons and a verbatim record may be needed.

This Notice is issued under my hand as the President of the City Council of the City of Inverness this 5th day of November, 2014.

Attest: /s/ Deborah Davis  
City Clerk  
President of City Council

/s/ Ken Hinke

Publish one time in the Citrus County Chronicle Friday, November 7th, 2014.

11/14/2014 08:03

|CITY OF INVERNESS

VENDOR DOCUMENT	INVOICE	VOUCHER	DESCRIPTION	DUE DATE	DUE 11/19/14
			TOTALS FOR CEMEX INC		2,332.50
			TOTALS FOR DIRECT RESPONSE COMMUNICATIONS INC		4,500.00
			TOTALS FOR UNIFIRST CORPORATION		15.84
			REPORT TOTALS		6,848.34

\*\* END OF REPORT - Generated by Esther Kirkland \*\*

November 5th, 2014  
5:30 PM

The City Council of the City of Inverness met on the above date in Regular Session at 212 W. Main Street with the following members present:

President Hinkle  
Vice President Hepfer  
Councilwoman Bega (Not Present)  
Councilman McBride  
Councilman Ryan  
Mayor Plaisted

Also present were City Manager DiGiovanni, City Attorney Haag, Asst. City Manager Williams, Events Coordinator Austin, Woodard & Curran Director Regina and City Clerk Davis.

The Invocation was given by V. President Hepfer and the Pledge of Allegiance was led by the City Council.

**ACCEPTANCE OF AGENDA**

**Councilwoman Hepfer motioned to accept the Agenda as presented. Seconded by Councilman Ryan. The motioned carried.**

**PUBLIC HEARINGS**

None

**OPEN PUBLIC MEETING**

None

**SCHEDULED APPEARANCES**

None

**MAYOR'S LOCAL ACHIEVEMENT AWARDS**

The Mayor presented a proclamation for "Farm-City Week" to Jimmy Brooks, V. President of Citrus County Farm Bureau, and Marnie Ward, Citrus County 4-H Agent.

**CITY ATTORNEY REPORT**

**8)a) Proposed Land Procurement Ordinance Repeal – 1<sup>st</sup> Reading** was addressed by Attorney Haag. He advised that in September of this year, City Council adopted Ordinance 2014-705, to identify procedures to acquire real property. He noted a coding error, which placed the new ordinance as part of City Charter Section 5.22, and not the City Code of Ordinances where it belongs. (The City Charter may only be amended by a vote of the people.) To correct the situation a new Ordinance was developed which repeals the previously adopted ordinance. The new Ordinance is codified as 2014-708 to repeal Ordinance 2014-705, and which references City Code Section 2.74.

City Attorney Haag further recommended to (eventually) bring the matter before City Electors, as a ballot measure, to modify the Charter, and combine both Sections to place all parts of Real property acquisition in one place in the Charter. He additionally recommends that the City address current Charter language that requires “two appraisals”, again by ballot measure to the Electors, to require one or more appraisals. The rationale being that in situations of a Special Assessment or Code Enforcement Foreclosure activity, etc., the sale of “property” would not bring an amount substantial enough to off-set the cost of two appraisals.

City Manager DiGiovanni stated that at this time no action is necessary for what’s suggested, with the exception of the Repeal of Ordinance 2014-705.

**Councilman Ryan motioned to have the City Clerk read Ordinance 2014 – 08 by title only for the 1<sup>st</sup> reading . Seconded by Councilman McBride. The motion carried.**

#### ORDINANCE NO. 2014 - 708

AN ORDINANCE OF THE CITY OF INVERNESS, FLORIDA, PROVIDING FOR PROCEDURES FOR THE ACQUISITION OF REAL PROPERTY BY THE CITY FOR MUNICIPAL PURPOSES; PROVIDING FOR THE POWERS OF THE CITY MANAGER; PROVIDING FOR APPROVALS BY THE CITY COUNCIL; PROVIDING FOR APPRAISALS; PROVIDING FOR REPEAL OF ORDINANCE NO. 2014-705; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND, PROVIDING FOR AN EFFECTIVE DATE.

**Councilwoman Hepfer motioned to approve Ordinance on the first reading by roll call vote. Seconded by Councilman McBride. Roll call vote was as follows:, Councilman Ryan, yes; Councilman McBride, yes; Councilwoman Hepfer, yes; President Hinkle, yes. The motion carried.**

#### **CONSENT AGENDA**

**Councilwoman Hepfer motioned to accept the Consent Agenda. Seconded by Councilman McBride. The motion carried.**

- a) Bill Listing\*
  - Recommendation – Approval
- b) Council Minutes – 10/21/14\*
  - Recommendation – Approval
- c) Proclamation – “National Hospice & Palliative Care Month”
  - Recommendation – Approval

#### **CITY MANAGER’S REPORT**

**10)a) Surplus Property Disposal** was addressed by City Manager DiGiovanni who presented information submitted by City Clerk Davis on the declaring of equipment and vehicles as surplus so staff may begin the process of disposal, to include the eventual online bid process, which has been extremely successful.

**Councilman Ryan motioned to declare the listed items surplus property and authorize that we proceed with the disposal process. Seconded by Councilwoman Hepfer. Motion carried.**

**10)b) Bid Recommendation – Grounds Maintenance** was addressed and City Manager DiGiovanni explained that the Bid Process was followed and bids were received. During the process, a flaw was discovered in the bid document that may only be corrected by terminating the process. We have made corrections and are prepared to rebid the program, with intent to make a recommendation in December. Council action is required to reject any and all bids.

**Councilwoman Hepfer motioned to reject any and all bids for landscaping services because of an error in the bid document. Seconded by Councilman McBride. The motion carried.**

**10)c) Cooter Pond Aquatic Weed Grant** was addressed. City Manager DiGiovanni advised that just last week, our office became aware of a Grant opportunity to secure up to \$10,000 in “matching” funds to assist the City with the removal of invasive aquatic weeds in Cooter Pond. We currently budget for the removal of weeds, however this will allow more to be accomplished. He made the decision to proceed, with interest to position the City to secure these funds, and we are bringing this forward publicly to keep City Council informed of such movement. It is recommended City Council support this initiative.

**Councilman McBride motioned to approve the submittal for up to \$10,000 in State Grant support through the Department of Environmental Protection, to fund removal of invasive aquatic weeds in Cooter Pond. Seconded by Councilwoman Hepfer. The motion carried.**

**10)d) Parking Ordinance - 1<sup>st</sup> Reading** was addressed by City Manager DiGiovanni who explained that the proposed Ordinance has been submitted for consideration on September 16<sup>th</sup> and October 7<sup>th</sup>, 2014, which was again tabled, and is before Council this evening. Reference was made to certain elements found in a Parking Ordinance approved by City Council in the year 1926. Elements included regulating traffic in the streets, mandating driving through town @15mp, penalty fines of \$100, and manual labor penalties, etc., and noted how restrictive it was, and yet necessary to address parking, 88 years ago. There needs to be some standards and protocols regarding parking for commercial, residential, and safety interest.

City Manager referenced the zone map that was included in the presentation. He noted the color coding of the map determining time limits involved in the downtown area. Around 1985, the Council imposed the 2-hour parking limit to create turn over. He spoke of the businesses in downtown and how well they are doing, and how we got to where we are. This is not targeted at any one individual or business, but to find a means of the foundation for the greater good to prevail. He stated that staff will have future meetings with high profile people of HCA Hospital and parking will be discussed.

**Councilwoman Hepfer motioned to have the City Clerk read Ordinance 2014-707 by title only for the first reading. Seconded by Councilman Ryan. The motion carried.**

**ORDINANCE NO. 2014 – 707**

**AN ORDINANCE OF THE CITY OF INVERNESS AMENDING THE CODE OF ORDINANCES BY REPEALING ARTICLE III., SECTIONS 21-11 THROUGH**

21-36, CHAPTER 21 OF THE CODE OF ORDINANCES, ADOPTING A NEW ARTICLE III OF CHAPTER 21 OF THE CODE OF ORDINANCES; PROVIDING FOR SHORT TITLE; PROVIDING FOR DEFINITIONS; PROVIDING FOR DUTIES GENERALLY; PROVIDING FOR MANNER OF PARKING; PROVIDING FOR PARKING OF VEHICLES WITHOUT AFFIXED CURRENT AND VALID REGISTRATION LICENSE PLATE AND VALIDATION STICKER; REMOVING, IMPOUNDING OF VEHICLES WITHOUT AFFIXED CURRENT AND VALID REGISTRATION LICENSE PLATE AND VALIDATION STICKER; PROVIDING FOR STOPPING, STANDING OR PARKING PROHIBITED IN SPECIFIED PLACES; PROVIDING FOR STOPPING, STANDING OR PARKING SO AS NOT TO OBSTRUCT TRAFFIC; PROVIDING FOR OVERTIME PARKING IN PARKING ZONES; PROVIDING FOR PARKING FOR CERTAIN PURPOSES PROHIBITED; PROVIDING FOR ADVERTISING; PROVIDING PARKING ON PARKWAYS; PROVIDING FOR REMOVAL AND IMPOUNDMENT OF ILLEGALLY PARKED, ABANDONED OR DISABLED VEHICLES; PROVIDING FOR STORAGE COSTS AND REMOVAL OF IMPOUNDED VEHICLES; PROVIDING FOR STOPPING, STANDING OR PARKING IN MORE THAN ONE SPACE; PROVIDING FOR MARKING OF SPACES; VEHICLES TO BE PARKED WITHIN MARKED LINES; PROVIDING FOR USE RESTRICTED TO CERTAIN TYPE OF VEHICLES; PROVIDING FOR USE RESTRICTED TO PARKING AND INCIDENTS THEREOF; PROVIDING FOR MOVEMENT OF VEHICLES IN PARKING AREAS; PROVIDING FOR MANNER OF PARKING; PROVIDING FOR BACKING; PROVIDING FOR SPEED; PROVIDING FOR APPLICABILITY OF GENERAL TRAFFIC ORDINANCES AND STATE STATUTES; PROVIDING FOR PERMIT PARKING; PROVIDING FOR LIABILITY FOR PAYMENT OF PARKING TICKET VIOLATIONS; PROVIDING FOR PERMIT PARKING AREAS, PERMITS AND CARDS; PROVIDING FOR THE REPEAL OF INCONSISTENT ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES; AND, PROVIDING AN EFFECTIVE DATE.

Discussion:

Councilman Ryan spoke of previous discussions and there being no problem with ordinance. He referenced the City Attorney's comments on having a parked vehicle on their property. City Manager DiGiovanni noted there seems to be a gray area and degree of subjectivity and discretion must be used. He spoke of the difference with ordinances and the Land Development Code.

Councilman McBride was concerned the ordinance is long, complex and difficult to understand, but if shortened it may not be clear. Hopes that we work with Sheriff's officers and work with the public until they are used to these changes. He stated that we can't have ordinance that will cover all situations and please everyone.

City Manager DiGiovanni stated the zones should make it easier for everyone to understand the various time limits with parking.

**Councilman McBride motioned to adopt Ordinance 2014-707 on the first reading by roll-call vote. Seconded by Councilwoman Hepfer. Roll call vote was as follows:**

**Councilman Ryan, yes; Councilman McBride, yes; Councilwoman Hepfer, yes; President Hinkle, yes. The motion carried.**

**10)e) Auditor Contract** was addressed. City Manager DiGiovanni advised that the contract between the City of Inverness and McDirmit & Davis for independent auditing services for fiscal cycles 2014 through 2016 was provided in the agenda packet. The Agreement is based on the bid for services scope and meets audit conditions by the State of Florida to include local needs, and has been reviewed by Legal Counsel.

**Councilwoman Hepfer motioned to accept the provided contract with McDirmit & Davis for auditor services, and authorize the Council President to execute the contract and related documents and deemed necessary and appropriate. Seconded by Councilman Ryan. The motion carried.**

**10)f) Valerie Theatre Update (verbal)** noted the monthly progress report of the Valerie Theater, noting parts of building completed. Involved project and an additional report and fly over viewing at the next meeting of City Council.

City Manager DiGiovanni additionally reported on the following:

- Last meeting there was a brief conversation regarding penetration of the City utility area by the County. He attended a meeting of the BOCC to make statements of what it means and importance to work together in a respectful manner. We will see how this materializes.
- Met with Mr. William Grant informally, regarding the new hospital owners and assures that he will get us the paperwork that defines the terms and conditions of the agreement, and the elements of the board makeup. At some time a member of City Council will need to be voted on to serve on the local Citrus County healthcare committee.
- Election results showed that the reelected councilmembers will be sworn in by the City Clerk at the first meeting in December. Spoke to the 2 new members of the County Commission and should expect a change in direction, and will see how things go.
- City Attorney Haag mentioned the City Charter and the need to make changes to allow us to bring sections of the charter that need changed to council. He asked they bring forward any changes they may feel necessary.

#### **COUNCIL/MAYOR SUBJECTS**

Mayor Plaisted stated Cooterween went wonderful this year. Last Monday, Nature Coast Ministries met with the Hospital Board and became beneficiaries of \$100,000 for dental care, and was thankful the Hospital Board considered them. He attended the unveiling of the Empty Chair Service honoring POWs & MIAs at the High School. Spoke of new restaurants coming into the City. Looking forward to a new era with the County Commissioners. Thanksgiving Feeding Alliance will be on November 22.

Councilwoman Hepfer regretted that she was unable to attend Cooter Fest due to illness, but looking forward to the Grand Prix races and Thanksgiving. Spoke to her grandson who is in the service.

Councilman Ryan attended the competition for Cooter Idol and Festival Queen, Rock the Block, Cooter Festival, and Cooterween which was fun. Expressed appreciation to city staff and personnel for the great event. He attended the Art Festival weekend, and honored to be a councilman.

Councilman McBride missed his first Cooter Fest, as he was out of town. Heard nothing but good things about the Cooter Festival. He spoke of the new County Commissioners and look forward to working with them in a positive way, which this city hasn't seen in awhile. When people set aside their ideologies and check their egos at the door to do the best thing for the people.

Council President Hinkle asked City Clerk Davis about her son being honored by the City of Lakeland for his service to our Country. He spoke of the many events happening in the City, Rails to Trails, biking, kayaking, etc. He is looking forward to working with the new commissioners.

**CITIZENS NOT ON AGENDA**

George Gouldbourn of Inverness spoke to the parking ordinance regarding provision for driving and parking his bus, with City Manager DiGiovanni stating the parking ordinance does not include anything to do with moving the bus, and a special permit can be issued to accommodate the parking of the bus.

Karen Esty of Inverness questioned if the parking ordinance has provisions for special events, with City Manager stating we do accommodate during these events. She spoke to employee parking for local businesses and her idea would be to obtain grant money for a six passenger electric tram to transport people from parking to the businesses. She attended the public hearing at County Commission meeting regarding Animal Services property needs and the medical corridor.

The meeting adjourned at 6:51pm.

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City Clerk

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Council President

November 13, 2014  
5:30 PM

The City Council of the City of Inverness met on the above date in an Executive Session at 212 W. Main Street with the following members present:

President Hinkle  
Vice President Hepfer  
Councilwoman Bega (not present)  
Councilman McBride  
Councilman Ryan  
Mayor Plaisted (not present)  
City Manager DiGiovanni

The following Notice was served to all Council, Mayor, Media, and publicly posted.

**NOTICE**

DATE: November 5<sup>th</sup>, 2014

PLEASE BE ADVISED AN EXECUTIVE SESSION IS CALLED FOR THE CITY COUNCIL, OF THE CITY OF INVERNESS, 212 W. MAIN STREET, INVERNESS, FLORIDA, FOR THURSDAY, NOVEMBER 13<sup>TH</sup>, 2014 @ 5:30PM FOR THE FOLLOWING PURPOSE:

**COLLECTIVE BARGAINING**

/s/ Hinkle  
President of City Council

(Pursuant to State Statute, this will be a closed session not recorded, without minutes, and not open to the public)

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Council President

# CITY OF INVERNESS

11/18/14

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## MEMO

TO: Elected Officials  
FROM: City Clerk  
SUBJECT: Authorization for Proclamation Issuance  
"Movember"  
CC: City Manager  
Enclosures: Draft Proclamation

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The enclosed request is for the Inverness City Council to consider and authorize issuance of a Proclamation in recognizing November 2014, as

**"Movember 2014"**

**Recommended Action –**

If City Council supports the above listed subject, and wishes to issue a Proclamation, please motion and vote to authorize that we finalize such Proclamation to be issued by the Mayor as arranged by the Office of the City Clerk.

  
\_\_\_\_\_  
City Clerk

DRAFT

## PROCLAMATION

**WHEREAS**, the month of October is typically a time to highlight women's health and breast cancer. This November, it's the men's turn. The Agriculture Alliance of Citrus County is turning the month of November into "Movember". "Movember" is a national movement that invites men to grow a mustache for 30 days of November as a symbol of awareness, much like a ribbon, to generate discussions about men's health issues like prostate cancer and testicular cancer; and

**WHEREAS**, the Agriculture Alliance, in conjunction with other community partners are proud to bring men's health to the center of Citrus County through awareness and possible address unmet health needs to many men who reside in Citrus County; and

**WHEREAS**, the Agriculture Alliance is encouraging men to sport their Mo's in support of men's health and invite the ladies to participate as well by supporting their "mo"-growing friends and family and by getting the conversations started about men's health issues.

**NOW THEREFORE**, I, Bob Plaisted, Mayor of the City of Inverness, Florida, do hereby proclaim **the month of November, 2014**, as

**"MOVEMBER"**

ATTEST:

\_\_\_\_\_  
Bob Plaisted, Mayor  
City Council of Inverness

\_\_\_\_\_  
Deborah Davis, City Clerk

# Agenda Memorandum – *City of Inverness*

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**DATE:** November 14, 2014  
**ISSUE:** Final Budget Reconciliations - Resolution  
**FROM:** City Manager  
**CC:** City Clerk and Finance Director  
**ATTACHED:** Memo by Sheri Chiodo  
Resolution

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This matter pertains to the 2014 adopted budget and reconciliations to address items to maintain general ledger accountability.

**Three items are involved:**

ICRA TIF (Tax Increment Finance Revenue Projected Shortfall, of \$2,074. A budget transfer from contingencies is proposed to correct the deficiency.

Utility Reclaimed Water Usage billed \$42,000 in utility reclaimed water sales to the Inverness Golf and Country Club for Fiscal Year 2014, but the revenues were not projected during the development of the 2014 budget and must be properly recognized and accounted.

Utility Reclaimed Water Construction Credits to the Inverness Golf and Country Club to fund construction of the Back Nine” in the amount of \$42,000 was not appropriated in the original 2014 Budget and requires a budget amendment to achieve proper reconciliation.

The above listed items represent a fraction of what required attention prior years. An enabling Resolution has been prepared for Council adoption.

***Recommended Action –***

1. Motion, second and vote to read the Resolution by title
  - a. Clerk reads Resolution title
2. Discuss the item as necessary
3. To proceed, motion and second to adopt the Resolution by roll-call

  
\_\_\_\_\_  
Frank DiGiovanni

Administrative Offices  
212 West Main Street, Inverness Florida 34450  
[www.Inverness-FL.gov](http://www.Inverness-FL.gov)

## FINANCE DEPARTMENT



212 W. Main Street  
Inverness, FL 34450  
(352) 726-5016 Phone  
(352) 726-5534 Fax

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# Memorandum

**To: Frank DiGiovanni, City Manager**

**From: Sheri Chiodo, Director of Finance**

**CC: Debbie Davis, City Clerk**

**Date: November 12, 2014**

**Reference: Final Budget Amendments – Fiscal Year 2014**

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The 2014 Fiscal Year is currently being closed and preparations are under way for the annual audit to commence in January 2015. Florida Statute 166.241(a) authorizes City Council to amend the prior year budget within 60 days of the close of the fiscal year and does not require public notice on revenues which were unforeseen in the budget process. As part of the closing procedure, a final budget review is conducted to ensure there are no major variances in appropriated funds to actual expenditures for the year. During this review three housekeeping items were identified, ICRA TIF revenues, reclaimed water sales and Utility Fund lease purchase agreement and associated revenues that will require council action to recognize unforeseen revenues not identified during the development of the 2014 budget and appropriate said revenues to the cost of the service. This item is defined as follows:

### **Inverness Community Redevelopment Agency – Tax Increment Finance Revenue**

The Fiscal Year 2014 projected tax increment financing appropriation from the General Fund fell short by \$2,074. The original council appropriation was \$60,000 and the final calculated General Fund contribution requirements were \$62,074. A budget transfer is hereby proposed from Council Contingencies to fund the shortfall. Additionally, the increase in revenue is recognized in the ICRA Fund and increases the ending cash reserve balances.

### **Utility Reclaimed Water Usage**

The City recognized and billed \$45,000 in utility reclaimed water sales to the Inverness Golf and Country Club for Fiscal Year 2014. These revenues were not projected during the development of the 2014 budget and should be recognized in the 2014 fiscal year as an available revenue source.

**Utility Reclaimed Water Construction Credits Granted to the Inverness Golf and Country Club**

The City recognized the credit for the construction of the reclaimed water line extension to the “Back Nine” in FY 2014 in the amount of \$42,000. The credit was not appropriated in the original FY 2014 and will require an amendment for fiscal year close out.

**SunTrust Master Lease Purchase Agreement – Energy Savings Program – Automated Metering**

The City Council awarded a contract to Energy Systems Group on September 3, 2013 for the Automated Metering System and financed said contract with a Master Lease Purchase through SunTrust. The semi-annual payment is \$66,500 which was not budgeted in the FY 2014 budget due to the late award of the contract. The lease payment amount is guaranteed with energy savings resulting from the project and has been appropriated from an increase in water/sewer sales revenues.

A public hearing is not required for the adoption of this resolution as the appropriations are made from unforeseen revenues.

**RESOLUTION 2014-26**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF INVERNESS, FLORIDA AMENDING THE ADOPTED BUDGET FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2013 AND ENDING SEPTEMBER 30, 2014, AMENDING THE GENERAL FUND, INVERNESS COMMUNITY REDEVELOPMENT AGENCY FUND AND THE UTILITY FUND.

**WHEREAS**, the City Council of the City of Inverness desires to amend the Fiscal Year 2014 budget to recognize unforeseen revenues and to appropriate said funds for the cost of service delivery; and

**WHEREAS**, the City Council is authorized under Florida Statute 166.241(a) to amend a prior year budget within sixty (60) days of the close of a fiscal year; and

**WHEREAS**, Ordinance Number 2013-697, Section 5, authorizes amendments to the final adopted budget by resolution approved by the City Council of the City of Inverness, Florida.

**NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF INVERNESS AS FOLLOWS:**

Section 1. That expenditure accounts in the General Fund shall be amended as follows:

<b>Expenditure</b>	<b><u>Original Budget</u></b>	<b><u>Revised Budget</u></b>	<b><u>Adjustment</u></b>
Transfer to ICRA Fund	\$ 60,000	\$ 62,074	\$ 2,074
Council Contingencies	\$109,250	\$107,176	<u>\$(2,074)</u>
			-0-

Section 2. That revenue accounts in the Inverness Community Redevelopment Agency Fund shall be amended as follows:

<b>Revenue Source</b>	<b><u>Original Budget</u></b>	<b><u>Revised Budget</u></b>	<b><u>Adjustment</u></b>
Transfer from General Fund	\$60,000	\$62,074	\$ 2,074

Section 3. That expenditure accounts in the Inverness Community Redevelopment Agency Fund shall be amended as follows:

<b>Expenditure</b>	<b><u>Original Budget</u></b>	<b><u>Revised Budget</u></b>	<b><u>Adjustment</u></b>
Reserve Cash Carry Forward	\$40,833	\$42,907	\$2,074

Section 4. That revenue accounts in the Utility Fund shall be amended as follows:

<b>Revenue Source</b>	<b><u>Original Budget</u></b>	<b><u>Revised Budget</u></b>	<b><u>Adjustment</u></b>
Sales of Reclaimed Water	\$ -0-	\$ 45,000	\$ 45,000
Water/Sewer Consumption Revenue	\$2,877,130	\$2,943,630	\$ 66,500
			\$111,500

Section 5. That expenditure accounts in the Utility Fund shall be amended as follows:

<b>Expenditure</b>	<b><u>Original Budget</u></b>	<b><u>Revised Budget</u></b>	<b><u>Adjustment</u></b>
R&R-Reuse Line to the Inverness			
Golf & Country Club	\$ -0-	\$42,000	\$ 42,000
Capital Lease Purchase	\$ -0-	\$66,500	\$ 66,500
Reserve Cash Forward	\$3,686,528	\$3,689,528	\$ 3,000
			\$111,500

Section 6. That this resolution shall be effective on the 18<sup>th</sup> day of November, 2014.

**PASSED AND ADOPTED** this 18<sup>th</sup> day of November, 2014.

**CITY OF INVERNESS**

By: \_\_\_\_\_  
Ken Hinkle  
President of City Council

**ATTEST:**

\_\_\_\_\_  
Debbie Davis  
City Clerk

# Agenda Memorandum – *City of Inverness*

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**DATE:** November 14, 2014  
**ISSUE:** Employee Compensation & Contingency Fund Transfers  
**FROM:** City Manager  
**CC:** Finance Director, Personnel Administrator  
**ATTACHED:** BUDGET TRANSFER AND APPROPRIATION SHEETS

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In a climate of fiscal turbulence, difficult steps were taken to protect the fiscal integrity of the community. Where others cut and slashed, Inverness prevailed. Overall, the recovery may be defined as sluggish, and will remain that way for years. Since 2008 we experienced a number of successes and actually brought forward increases to targeted service levels. At this time, the City operates with a low number of employees, and it is important that we reward those doing the job with the respect they have earned.

This may be an appropriate time to consider a compensation adjustment that would be retroactive active to the start of the current fiscal year, October 1, 2014. (The operative word being: consider.) It would be doubly rewarding to be able to make a pay award before the Holiday Season, which may be achievable for some, but not all. (This will be explained at the meeting.) Employee increases have been historically budgeted as a contingency item, and the use of contingency funds requires approval of the City Manager and Council.

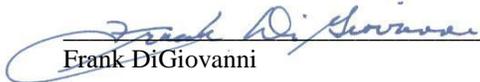
To be prepared for what may be determined, Budget Transfer Allocation Sheets are enclosed if City Council finds it desirable to move funds from contingency accounts to personal related costs. The cost of employee pay adjustments based on the Ledger Account structure will be as follows:

- |  |          |
|--|----------|
| • Total General Fund                       | \$29,800 |
| • Total Special Whispering Pines Park Fund | \$ 6,200 |
| • Total Utility Fund                       | \$ 3,600 |

***Recommended Action –***

Action is at the pleasure of City Council. If the desire is to award an increase, the following is required:

- Motion, second and vote to issue an employee pay adjustment in the amount of \_\_\_\_\_, and approve the enclosed budget transfer and allocation sheets to move contingency funds to personnel expenses.

  
Frank DiGiovanni

Administrative Offices  
212 West Main Street, Inverness Florida 34450  
[www.Inverness-FL.gov](http://www.Inverness-FL.gov)

# CITY OF INVERNESS

## Budget Transfer Appropriation

FISCAL YEAR: 2015

Finance Reference #: \_\_\_\_\_

Item #	Account Number	Account Description	Original Budget	Previous Transfers	Additional Amount Requested	New Budget Amount	Budget Reduction Requested	New Budget Amount
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1	01125120	Administration Personnel	337,504	0	5,600	343,104		
	01125120-599990	Administration Contingency	35,000				(5,600)	29,400

REASON FOR TRANSFER: 2015 Employee Increases as Adopted by Council

2	01135130	Finance Personnel	308,049	0	6,500	314,549		
	01135130-599990	Finance Contingency	15,000	0			(6,500)	8,500

REASON FOR TRANSFER: 2015 Employee Increases as Adopted by Council

3	01155150	Community Development Personnel	122,388	0	2,600	124,988		
	01155150-599990	Community Development Contingency	10,600	0			(2,600)	8,000

REASON FOR TRANSFER: 2015 Employee Increases as Adopted by Council

REQUESTED BY:	APPROVED BY:	APPROVED BY:
_____ (Department Director)	 (Finance Director) 11/19/14	_____ (City Manager)
		_____ (Date)

# CITY OF INVERNESS

# Budget Transfer Appropriation

FISCAL YEAR: 2015

Finance Reference #: \_\_\_\_\_

Item # Account Number	Account Description	Original Budget	Previous Transfers	Additional Amount Requested	New Budget Amount	Budget Reduction Requested	New Budget Amount
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1	01191903	Information Technology Personnel	119,182	0	1,300	120,482	
	01191903-599990	Information Technology Contingency	10,000	0		(1,300)	8,700

REASON FOR TRANSFER:

2015 Employee Increases as Adopted by Council

2	01191910	Facilities Personnel	145,077	0	1,800	146,877	
	01191910-599990	Facilities Contingency	20,000	0		(1,800)	18,200

REASON FOR TRANSFER:

2015 Employee Increases as Adopted by Council

3	01305410	Roads & Streets Personnel	332,286	0	8,200	340,486	
	01155150-599990	Roads & Streets Contingency	20,000	0		(8,200)	11,800

REASON FOR TRANSFER:

2015 Employee Increases as Adopted by Council

REQUESTED BY:	APPROVED BY:	APPROVED BY:
_____ (Department Director)	 (Finance Director)	_____ (City Manager)
		_____ (Date)

# CITY OF INVERNESS

## Budget Transfer Appropriation

FISCAL YEAR: 2015

Finance Reference #: \_\_\_\_\_

Item # Account Number	Account Description	Original Budget	Previous Transfers	Additional Amount Requested	New Budget Amount	Budget Reduction Requested	New Budget Amount
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1	01745730 Valerie Theatre Personnel	104,517	0	1,200	105,717		
	01745730-599990 Valerie Theatre Contingency	25,000	0			(1,200)	23,800

REASON FOR TRANSFER:

2015 Employee Increases as Adopted by Council

2	01745740 Special Events Personnel	126,902	0	1,300	128,202		
	01745730-599990 Valerie Theatre Contingency	25,000	(1,200)			(1,300)	22,500

REASON FOR TRANSFER:

2015 Employee Increases as Adopted by Council

3	10727211 Aquatics Personnel	162,096	0	1,200	163,296		
	10727211-599990 Aquatics Contingency	1,500	0			(1,200)	300

REASON FOR TRANSFER:

2015 Employee Increases as Adopted by Council

REQUESTED BY:	APPROVED BY:	APPROVED BY:
_____ (Department Director)	 (Finance Director)	_____ (City Manager)
		_____ (Date)

# CITY OF INVERNESS

## Budget Transfer Appropriation

FISCAL YEAR: 2015

Finance Reference #: \_\_\_\_\_

Item # Account Number	Account Description	Original Budget	Previous Transfers	Additional Amount Requested	New Budget Amount	Budget Reduction Requested	New Budget Amount
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1	10727226	WPP Facilities Personnel	248,809	0	5,000	253,809	
	10727226-599990	WPP Facilities Contingency	15,000	0		(5,000)	10,000

REASON FOR TRANSFER: 2015 Employee Increases as Adopted by Council

2	41305360	W/S Lines Personnel	156,609	0	3,600	160,209	
	41305360-599990	W/S Lines Contingency	20,000	0		(3,600)	16,400

REASON FOR TRANSFER: 2015 Employee Increases as Adopted by Council

3	01745740	Satellite Parks Personnel	37,671	0	1,300	38,971	
	01745740-599990	Satellite Parks Contingency	6,000	0		(1,300)	4,700

REASON FOR TRANSFER: 2015 Employee Increases as Adopted by Council

REQUESTED BY:	APPROVED BY:	APPROVED BY:
(Department Director)	 (Finance Director)	(City Manager)
	11/18/14	(Date)