

**AGENDA FOR REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF  
INVERNESS, FLORIDA, CITY HALL, 212 WEST MAIN STREET  
October 20, 2015 - 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**
  - 4 - 16 a) City Wide Budget Carry Forward - Resolution\*
  
- 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. (Speaking time limit: Individual - 3 minutes; Group/Organization - 5 minutes)*
  
- 6) PRE-SCHEDULED PUBLIC APPEARANCES**
  - a) Check Presentation - Woodard & Curran
  
- 7) MAYOR'S LOCAL ACHIEVEMENT AWARDS**

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- 17           a)     Proclamation - "National American Indian Heritage Month"\*
- 18           b)     Proclamation - Drug Fee - "Red Ribbon Week" \*

**8)     CITY ATTORNEY REPORT**

**9)     CONSENT AGENDA**

- 19 - 20       a)     Bill Listing \*

*Recommendation - Approval*

- 21 - 26       b)     Council Minutes - 10/06/15\*

*Recommendation - Approval*

- 27 - 28       c)     Proclamation - VFW Post 4337 - Eugene Quinn - 70th Anniversary\*

*Recommendation - Approval*

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

- 29 - 30       a)     Budget Transfer - P/T Salaries & Project Consultant\*

- 31 - 35       b)     Fund Balance Designation\*

- 36 - 42       c)     Quick Care Med - Pre-Employment Physicals\*

- 43           d)     Fluoride\*

- 44 - 45       e)     Valerie Theatre Presents: A Christmas Holiday Event\*

- f)     Rosemonte Rolling Green (Verbal)
- g)     Community Showcase Video Program\*
- h)     Other

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**11) COUNCIL/MAYOR SUBJECTS**

**12) NON-SCHEDULED PUBLIC COMMENT**

*(Speaking time limit: Individual - 3 minutes; Group/Organization - 5 minutes)*

**13) ADJOURNMENT**

a)

**DATES TO REMEMBER**

Cooterstock - Great American Cooter Music Festival

- Friday, October 23 from 5:00pm - 10:00pm
  - Saturday, October 24 from 11:00am - 9:00pm
  - Sunday, October 25 from 12:00 noon - 6:00pm
- Liberty Park & Wallace Brooks Park

Nicoles House of Cakes

Tuesday, October 27 from 5:30pm - 6:30pm  
Downtown Inverness

Inverness City Council Meeting

Tuesday, November 3, 2015 at 5:30pm  
Inverness Government Center

# Agenda Memorandum – *City of Inverness*

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**DATE:** October 16, 2015

**ISSUE:** Public Hearing – Project Fund Carry-Forward Resolution  
Amending Fiscal Year 2015-16 Budget

**FROM:** City Manager

**CC:** Finance Director

**ATTACHED:** Chiodo Memo  
Description of Projects  
Resolution  
Notice of Budget Public Hearing  
Budget Summary 2015-16

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This represents an annual exercise that reconciles closure of items approved in one fiscal year and moving them forward to the next. The continuation of on-going project development from one fiscal cycle to the next maintains fiscal control and accountability. We accomplished much, but there are always projects that must be continued for more than one fiscal cycle. To finalize these projects by the use of existing – previously allocated – funds, City Council must take several steps prescribed by FL Statutes. Completion of these projects and the carry-forward of respective allotted funds means that technically the adopted level of spending will increase for 2015-16. The increase is on paper. This does not add new money and only acts to “carry-forward” existing funds. The budgeted carry-forward amount is \$4,147,900 to complete projects with appropriated funds from Fiscal Year 2014-15.

Please see attachments for a list of projects and amounts for all sections of the budget.

### **What is to occur this evening?**

To follow procedure, City Government is obligated to advertise and conduct a Public Hearing to provide disclosure and receive public comment. Following the Public Hearing and Council deliberation, the enclosed Resolution must be adopted to amend the budget for Fiscal Year ending September 30, 2016, and enable the use of previously allocated funds for project development.

### ***Recommended Action –***

To finalize and carry-forward existing funds:

1. Motion, second and vote to read the Resolution by title
  - a. City Clerk reads Resolution title
2. Open the Public Hearing (Allow the City Manager to comment)
  - a. Those for; Those against
3. Close the Public Hearing to deliberate the matter
4. To proceed, motion and second to adopt the Resolution by Roll-Call

### ***Recommended Action –***

It is recommended that City Council proceed to carry-forward allocated and unused funds to the current fiscal program to complete the stated projects.

  
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: October 13, 2015**

**Reference: Fiscal Year 2016 Appropriations Carry-Forward – All Funds**

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Department Directors have completed requests for project budget carry forwards for Fiscal Year 2016. The purpose of this amendment is to appropriate funds in Fiscal Year 2016 for projects that were not started or were started but not completed by September 30, 2015. The amounts not expended are proposed to be appropriated in Fiscal Year 2016 to ensure project completion without interruption.

A budget summary ad for publication, notice of public hearing, and resolution, has been provided with this submittal for your reference and council consideration. The total amounts of carry forward projects are **\$4,147,900** allocated between the Capital Projects, Utility, Cemetery and Impact Fee Funds.

**A Description of Affected Projects and Related Amounts are as Follows:**

**CAPITAL FUND**

**General Government**

**Land Acquisition** – Continued funding for planned land acquisitions in progress. \$29,000

**Government Plaza** - Continual development of Government Plaza concept for downtown Inverness. Providing for the interaction of various governmental agencies, providing for centralized government for citizens' access, and creating synergism through cooperation. \$227,125

**Data Preservation** - Implementation and maintenance of document imaging and records management systems. Project scope includes Tyler Consulting Solutions Best Business Practice analysis and custom documentation, implementation services and equipment including 2 scanners and 2 bar code readers. \$81,960

**Wayfind Signs** - Development and installation of Wayfind Directional and advertising kiosks to direct visitors and guests to downtown city and mercantile locations. \$77,052

**Security Cameras – IP** – Continued funding to install security cameras in the Finance Department and IGC locations. \$10,625

**IGC Capital Maintenance** - Inverness Government Center – Continued funding for maintenance to the exterior/interior of the IGC. \$165,000

**IGC Landscape Protection Plan** - Continued funding to provide decorative amenities (fencing) and/or additional plantings to discourage parking lot patrons from crossing landscaped areas to get to/from Tompkins Street. \$40,000

**GIS System Development** – Continued funding for GIS Technology. GIS data provides for volumes of information to be accessed instantly, enabling City staff to be more proactive maintaining public infrastructure such as roads and streets, and utility lines. GIS data will help promote the City to potential businesses, land owners and citizens alike by bringing vast amounts of data like property information, points of interest, and travel routes instantly to their computer or mobile devices. \$40,000

**Automation – Software** – Continued implementation of software purchased including Utility Billing, Fixed Assets, Central Property File, Applicant Tracking, , Vendor Self Service, and Employee Self Service (web service pages), MapLink GIS Integration, Building Permit/Code Enforcement and Mobile Application Development. \$74,885.

**Data Backup System** – Ongoing program to automate and improve system backup functionality. \$15,000

**PC Replacement Program** – Funding to replace outdated desktop computers throughout the City Departments. \$1,700

**Computer Equipment** – Ongoing program to maintain and enhance technology throughout the city. \$39,485

**Economic Environment**

**ICRA Storefront Façade Program** - This project continues the downtown redevelopment effort by promoting and partially funding storefront façade improvements within the CRA District. ICRA Storefront Façade Matching Grant Program pays up to 50% of the total cost of each project up to \$15,000. Each project application must be reviewed and approved by the ICRA Board and A/ARC Committee. \$30,313

**Downtown Kiosks** - Development and installation of Wayfind Directional and advertising kiosks to direct visitors and guests to downtown city and mercantile locations. \$20,000

**Solar Compacting Trash Cans** - Purchase of solar powered trash cans to be located in the highest use areas of the Downtown area. The trash cans compact the contents allowing longer periods between pick-ups. They also communicate via website when they need to be emptied. \$12,000

**Downtown Amenities Replacement** – An annual program to replace downtown amenities as necessary to improve the function of the downtown streetscape. Amenities would include but not be limited to benches, trash receptacles, tree grates, fencing, banners and other misc. street furniture. \$70,000

**Public Safety**

**Speed Trailer Program** - Purchase and utilization of electronic monitoring enhances driver awareness of traveling speed, which is a proven method to improve safety and greatly increases efficiencies to the allocation of sworn Law Enforcement personnel. The system is well received by residents and drivers alike and has been highly effective when used. Additional units will expand the program. \$30,000

**Fire Services Equipment** – Continued funding for start-up equipment for Inverness Fire Services including trucks, fire station retrofit, equipment and appurtenances as well as startup equipment. \$227,709

**Public Works – Roads and Streets**

**Sidewalk Construction** - Sidewalk development is scheduled from a Sidewalk Program Priority List that was implemented in 2002. Funds will be reserved year to year until the reserve has reached a sufficient level to fund the next project. \$64,000

**Storm Water Improvements** - Annual funding for storm water system replacements and upgrades for undersized or damaged infrastructure, unsuitable materials of construction, aged infrastructure, poor piping configurations, swale or pond re-grading or other situations which may be interrupting conveyance of storm water. \$60,500

**Highland Blvd Reconstruction** – Engineering and construction funds for the widening of Highland Blvd, from S. Line Street to S. Apopka. \$825,500

**Road Resurfacing** – Continuing program to maintain city streets. \$106,800

**Traffic Calming** – Ongoing project to promote pedestrian safety and neighborhood tranquility by installing speed humps and curb bump-outs. \$81,250

**Highland & Montgomery Intersection Improvements** – Continue funding to design and construct improvements to the intersection of Montgomery and Highland, including traffic calming elements, wayfinding signs, and a neighborhood entrance. \$75,000

**Zephyr Street Improvements** - Construct improvements to critical intersections on Zephyr Street, including straightening the intersection at Zephyr and Cherry. Zephyr Street is a traffic reliever for HWY 44 and 41 for residents living on roads accessed by North Apopka Avenue. Funding represents the City's matching funds for the CIGP program for the design work as outlined in the 5-year FDOT Plan. \$422,750

**Bicycle Master Plan** – Share the Road ID (Sharrows) – A safety program to mark target roadways by signs and lane markings to pronounce "Share the Road." Selected roads will be those leading to places of interest (shopping, schools, downtown, trail, medical, etc.). The program will be limited to roadways of high use by cyclists and vehicles. (State Roads will be exempt.) \$15,000

**Median Landscape Improvements** - Annual funding for restoration or improvement of City landscaping in medians and rights of way. \$9,145

**Tompkins Street Inlets** - Continued funding is to redesign and construct street inlets on Tompkins Street which have deteriorated from heavy truck traffic. \$10,000

**Permanent and Portable Safety Devices** – Continued funding to include trail crossing flashers at Turner Camp, Eden, and Mossy Oak trail crossings. Funding also includes portable radar speed, and/or reader board signs. \$25,000

**FDOT HWY 41/W Main Landscape** – Continued funding for landscaping improvements to the 41/W. Main Street Median. Funding provided through a grant from FDOT. \$13,750

### Culture/Recreation

#### Satellite Parks

**Cooter Pond Theme Lighting** - Boardwalk & landscape lighting as well as electrical outlets will be designed and installed throughout the Cooter Pond Linear Park. Illumination will accommodate special events and fee based activities. \$68,600

**Cooter Pond Park Improvements** –Continued funding for project to include annual improvements to Cooter Pond Park and the linear trail system. 2016 budget item includes permitting and dredging of the existing harvester access point to Cooter Pond for removal of vegetation. \$30,000

**Liberty Park Tree Canopy** – Continued funding includes replacement of large, near end of life tree canopy in Liberty Park. Line item includes purchase of quality tree guards to protect the trees from damage. \$5,000

**North Apopka Ave Trailhead Project** – Funding to complete the acquisition of an additional benches. \$3,350.

**Solar Compacting Trash Cans** - Purchase of 5 solar powered trash cans to be located in the highest use areas of the Parks system. The trash cans compact the contents allowing longer time between pick-ups. They also communicate by text message when they need to be emptied. \$10,000

**Wallace Brooks Park Playground Improvements** - Design and installation of new playground equipment. \$20,000

**Valarie Theater**

**Valerie Theater** – Ongoing program to renovate the Valarie Theater. \$78,266

**Event & Visitors Bureau**

**EVB Furniture** - One love seat, two chairs and table, additional plants, photos, canned lighting, lamp and flooring \$2,400

**Whispering Pines Park**

**Directional Signage** – This project is to improve/upgrade the existing park signage system within the park. The signs in question direct park patrons to facilities within the Whispering Pines Park. The signage on Hwy 44 will be upgraded with the FDOT improvement of Forest Drive. The park entrance sign, rule sign and the facility location signs will be replaced. \$5,000

**Playground and Fitness Trail Equipment** - Upgrade and replacement of playground features, fitness stations and trail features. Rehabilitation of playground fencing. \$2,500

**UTILITY FUND**

**581 Water Plant Chlorine Skid Replacement** - Replace and upgrade the aging chlorine skid at the 581 Water Treatment Plant. Purchase a new three pump skid to replace the current two pump skid. The skid will include three new pumps and all associated piping and dosing components. \$25,000

**Citrus Booster Station Motor Control Center** - Planned replacement of the aging Motor Control Center (MCC) at the Citrus booster station. The MCC is equipment crucial to the operation of the Citrus Booster Pumps. It governs and controls when pumps operate, the speed at which they start and stop, and many other pump functions. Pumps of this size in a water system operation cannot be operated without the MCC. \$30,000

**Citrus Water Booster Pump Replacements** - Water booster pump replacements as needed. \$20,000

**581 MCC Upgrade Well #3** - Upgrade the 581 MCC panel portion that houses the components for Well 3. The housing and starter are undersized and cause Well 3 to overheat and trip the breaker. The project will include enlarging the current housing on the MCC panel and replacing the undersized starter assembly. \$18,000

**Lift Station Upgrade #24** - Lift station #24 requires physical, electrical and mechanical upgrades. Repairs include replacement of the corroded control panel, compromised effluent piping, and electrical conduit damage. Sulfide corrosion of the interior lining also necessitates an interior re-lining to ensure the physical integrity of the station. \$70,000

**WWTP Fence and Security** - Removal and Replacement to a decorative, black color, chain link fence, which is more compatible with City improvements to Dampier Street, Wallace Brooks Park and general area. \$15,000

**Lift Station Pumps** - Purchase several new lift station pumps that will be utilized in lift stations that are having a pump serviced. The purchase will include one pump of each size that are utilized at the 33 lift stations throughout the City of Inverness. \$20,000

**Wastewater Infiltration Repair** - Infiltration repairs to the collection system to reduce the overall infiltration of storm water into the wastewater system. \$15,000

**Master Lift Station Generator** - Planned replacement of aging Master Lift Station emergency generator equipment. \$71,520

**Lift Station Upgrades and Rehabilitation Program** - General annual LS improvements to include electrical and panel replacements and upgrades for SCADA, wet-well lining, lift station equipment replacement, alarm installation, and lift station spare pumps. \$38,450

**Fire Hydrant Maintenance** - Replace aging and out of service fire hydrants. Some hydrants are traffic hazards that need to be moved further from the road. Some hydrants need isolation valves installed so they can be turned off in the event of an emergency. The project will include installing hydrants, isolation valves, and in-line valves that can be used to facilitate hydrant replacement without disrupting water service to customers' homes and businesses. \$20,000

**Water Line Extensions** - Annual funding is for water line extensions, or to upgrade undersized infrastructure in order to increase capacity for future line extensions, improve water flow or improve water quality. Fund will build until eligible project is funded. \$40,000

**Water Line Improvements – Upgrades** – Continued funding to improve water lines and appurtenances in scenarios such as undersized infrastructure, unsuitable materials of construction, aged infrastructure, poor piping configurations or other situations which may be detrimental to the distribution piping system. \$118,800

**Utility Acquisition Project** – Acquisition of Rosemont/Rolling Green utility system from Citrus County and to purchase AMI meter replacements for the acquisition. \$157,400

**Automated Meter Reading System** – Continued Installation of Automatic Metering Infrastructure (AMI) and equipment (booster station in area of new utility acquisitions). \$81,465

**Sewer Line Replacements** – Ongoing program to upgrade aging infrastructure. \$113,800

**Sewer Lateral Replacements** – Continued funding to contract replacement of existing sewer laterals located in the public right-of-ways. \$60,000

#### **CEMETERY FUND**

**Cemetery Study** - A study to provide guidance for the future development and oversight of the cemetery. To streamline processes, encompass comprehensive maintenance, increase revenue and improve customer satisfaction. \$90,000

#### **IMPACT FEE FUND**

**Zephyr Street Improvements** – City Impact Fee portion to construct improvements to critical intersections on Zephyr Street, including straightening the intersection at Zephyr and Cherry. Zephyr Street is a traffic reliever for HWY 44 and 41 for residents living on roads accessed by North Apopka Avenue. Funding represents the City’s matching funds for the CIGP program for the design work as outlined in the 5-year FDOT Plan. \$17,800

***Recommended Action*** –

It is recommended that the matter be brought forward to City Council for action.

RESOLUTION 2015-17

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF INVERNESS, FLORIDA AMENDING THE ADOPTED BUDGET FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2015 AND ENDING SEPTEMBER 30, 2016, AMENDING THE, CAPITAL PROJECTS FUND, UTILITY FUND, CEMETERY FUND AND IMPACT FEE FUND REVENUES AND EXPENDITURES AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Inverness desires to amend the Fiscal Year 2015-2016 budget to provide for recognition of Fiscal Year 2015 carry forward reserves, grant funds, and impact fee funds in the General, Capital Projects, Utility, Cemetery, and Impact Fee Funds; and

WHEREAS, the City Council desires to appropriate the reserves, grant and impact fee funds for authorized project expenses appropriated in Fiscal Year 2015 and not expended; and

WHEREAS, the City Council held a public hearing on October 20, 2015; as required by Florida Statute 200.065; and

WHEREAS, Ordinance Number 2015-711, 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 revenue accounts in the Capital Projects Fund shall be amended as follows:

<b>Revenues</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Adjustment</b>
CIGP Grant Funds	\$ 75,000	\$ 675,000	\$ 600,000
DOT Landscape Maint Grant	\$ -0-	\$ 13,750	\$ 13,750
Impact Fee Funds	\$ 127,300	\$ 465,300	\$ 338,000
Beginning Reserves	\$1,216,145	\$3,390,060	<u>\$2,173,915</u>
			\$3,125,665

Section 2. That expenditure accounts in the Capital Projects Fund shall be amended as follows:

<b>Expenditures</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Adjustment</b>
General Government	\$ 720,000	\$1,521,832	\$ 801,832
Economic Environment	\$ 866,000	\$ 998,313	\$ 132,313
Public Safety	\$ -0-	\$ 257,709	\$ 257,709
Transportation	\$ 875,600	\$2,584,295	\$ 1,708,695
Cultural/Recreation	\$ 464,021	\$ 689,137	<u>\$ 225,116</u>
			\$ 3,125,665

Section 3. That expenditure accounts in the Utility Operations Fund shall be amended as follows:

<b>Expenditures</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Adjustment</b>
Transfer to Renewal & Replacement-Utility Acquisition	\$ -0-	\$ 157,400	\$ 157,400
Ending Reserve Balances	\$ 2,283,760	\$2,126,360	<u>\$ (157,400)</u>
			\$ -0-

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

<b>Revenues</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Adjustment</b>
Transfer from W/S Operations	\$ -0-	\$ 157,400	\$ 157,400
Beginning Reserves	\$1,329,858	\$2,086,893	<u>\$ 757,035</u>
			\$ 914,435

Section 5. That expenditures accounts in the Utility Renewal and Replacement Projects Fund shall be amended as follows:

<b>Expenditures</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Adjustment</b>
Water Plant	\$ 315,000	\$ 408,000	\$ 93,000
Sewer Plant	\$ 521,830	\$ 713,350	\$ 191,520
Water/Sewer Lines	\$ 661,418	\$1,291,333	<u>\$ 629,915</u>
			\$ 914,435

Section 6. That revenue accounts in the Cemetery Fund shall be amended as follows:

<b>Revenues</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Adjustment</b>
Beginning Reserves	\$ 57,728	\$ 147,728	\$ 90,000

Section 7. That expenditures accounts in the Cemetery Fund shall be amended as follows:

<b>Expenditures</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Adjustment</b>
Cemetery – Professional Svcs	\$ -0-	\$ 90,000	\$ 90,000

Section 8. That revenue accounts in the Impact Fund shall be amended as follows:

<b>Revenues</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Adjustment</b>
Beginning Reserves	\$ 482,767	\$ 500,567	\$ 17,800

Section 9. That expenditure accounts in the Impact Fee Fund shall be amended as follows:

<b>Expenditures</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Adjustment</b>
Transportation	\$ 28,000	\$ 45,800	\$ 17,800

Section 10. That this resolution shall be effective on the 20th day of October, 2015

**PASSED AND ADOPTED** this \_\_ day of \_\_\_\_\_, 2015.

**CITY OF INVERNESS**

By: \_\_\_\_\_  
**Jacquie Hepfer**  
President of City Council

ATTEST:

\_\_\_\_\_  
**Deborah Davis**  
City Clerk

## **NOTICE OF BUDGET HEARING**

**The City Council of the City of Inverness will hold a public hearing on Tuesday, October 20, 2015 at 5:30 p.m. at the Inverness Government Center, 212 W. Main Street, Inverness, FL to consider and finalize a resolution amending the adopted budget for the Capital Projects, Utility, Cemetery and Impact Fee Funds for the fiscal year commencing October 1, 2015 and ending September 30, 2016.**

2015/2016 FISCAL YEAR  
 THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE CITY OF INVERNESS ARE 14.3% LESS THAN LAST YEAR'S TOTAL OPERATING EXPENDITURES

GENERAL FUND 7.0729

ESTIMATED REVENUES	GENERAL FUND	ROAD					IMPACT FEE FUND	PENSION FUNDS	TOTAL BEFORE COMPONENT UNIT	I.C.R.A. TRUST FUND	TOTAL ALL FUNDS
		WHISPERING PINES PARK	IMPROVEMENT FUND	CAPITAL PROJECTS FUND	WATER & SEWER	CEMETERY					
<b>TAXES:</b>											
AD-VALOREM MILLAGE PER \$1000 -7.0729	2,993,765								2,993,765		2,993,765
AD-VALOREM Delinquent Taxes	80,000								80,000		80,000
SALES AND USE TAXES	300,000								300,000		300,000
FRANCHISE FEES	747,500								747,500		747,500
UTILITY SERVICE TAXES	747,000								747,000		747,000
COMMUNICATIONS SERVICE TAX	285,000								285,000		285,000
LOCAL BUSINESS TAX	58,000								58,000		58,000
LICENSES AND PERMITS	85,100								85,100		85,100
GRANTS/SHARED REVENUE	17,500	7,500		975,871	600,000				1,600,871	562,770	2,163,641
STATE SHARED REVENUES	728,000								728,000		728,000
CHARGES FOR SERVICES	1,007,350	89,950			3,582,835				4,680,135		4,680,135
FINES AND FORFEITURES	29,000								29,000		29,000
INTEREST EARNINGS	45,100	800	550	10,000	34,000	6,600		23,500	120,550	6,600	127,150
RENTS & ROYALTIES	314,410				250				314,660		314,660
SPECIAL ASSESSMENTS/IMPACT FEES	600			465,300			10,000		475,900		475,900
CONTRIBUTIONS/DONATIONS	6,000	300							6,300		6,300
SALE OF FIXED ASSETS	-					7,600			7,600		7,600
PENSION CONTRIBUTIONS	-						1,500		1,500		1,500
MISCELLANEOUS REVENUES	30,400	2,700			21,000	300			54,400		54,400
DEBT PROCEEDS				500,000					500,000		500,000
<b>TOTAL SOURCES</b>	<b>7,474,725</b>	<b>101,250</b>	<b>550</b>	<b>1,951,171</b>	<b>4,238,085</b>	<b>14,500</b>	<b>10,000</b>	<b>25,000</b>	<b>13,815,281</b>	<b>569,370</b>	<b>14,384,651</b>
TRANSFERS IN	840,000	474,014	-	1,675,000	4,120,360	51,978			7,161,352	554,770	7,716,122
FUND BALANCES/RESERVES/NET ASSETS	6,598,089	275,380	13,399	3,390,060	5,819,368	705,206	500,567	408,517	17,710,586	45,114	17,755,700
<b>TOTAL REVENUES, TRANSFERS &amp; BALANCES</b>	<b>14,912,814</b>	<b>850,644</b>	<b>13,949</b>	<b>7,016,231</b>	<b>14,177,813</b>	<b>771,684</b>	<b>510,567</b>	<b>433,517</b>	<b>38,687,219</b>	<b>1,169,254</b>	<b>39,856,473</b>
<b>EXPENDITURES</b>											
GENERAL GOVERNMENTAL	2,209,384			1,521,832				17,500	3,748,716		3,748,716
PUBLIC SAFETY	1,201,415			257,709					1,459,124		1,459,124
PHYSICAL ENVIRONMENT	1,079,710			-	3,826,267	141,978			5,047,955		5,047,955
TRANSPORTATION	839,637			2,584,295			45,800		3,469,732		3,469,732
ECONOMIC ENVIRONMENT	265,610			998,313					1,263,923	461,385	1,725,308
CULTURE & RECREATION	969,323	575,264		689,137					2,233,724	-	2,233,724
DEBT SERVICES	-				861,749				861,749		861,749
<b>TOTAL EXPENDITURES</b>	<b>6,565,079</b>	<b>575,264</b>		<b>6,051,286</b>	<b>4,688,016</b>	<b>141,978</b>	<b>45,800</b>	<b>17,500</b>	<b>18,084,923</b>	<b>461,385</b>	<b>18,546,308</b>
TRANSFERS - OUT	2,368,784	-		-	4,645,360	55,478			7,069,622	646,500	7,716,122
FUND BALANCES/RESERVES/NET ASSETS	5,978,951	275,380	13,949	964,945	4,844,437	574,228	464,767	416,017	13,532,674	61,369	13,594,043
<b>TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES &amp; BALANCES</b>	<b>14,912,814</b>	<b>850,644</b>	<b>13,949</b>	<b>7,016,231</b>	<b>14,177,813</b>	<b>771,684</b>	<b>510,567</b>	<b>433,517</b>	<b>38,687,219</b>	<b>1,169,254</b>	<b>39,856,473</b>

THE TENTATIVE, ADOPTED, AND/OR FINAL AMENDED BUDGETS ARE ON FILE IN THE OFFICE OF THE ABOVE REFERENCED TAXING AUTHORITY AS A PUBLIC RECORD

## Proclamation

**WHEREAS**, the history and culture of our great nation have been significantly influenced by American Indians and indigenous peoples; and

**WHEREAS**, the contributions of American Indians have enhanced the freedom, prosperity, and greatness of America today; and

**WHEREAS**, their customs and traditions are respected and celebrated as part of a rich legacy throughout the United States; and

**WHEREAS**, Native American Awareness Week began in 1976 and recognition was expanded by Congress and approved by President George Bush in August 1990, designating the month of November as National American Indian Heritage Month; and

**WHEREAS**, in honor of National American Indian Heritage Month, community celebrations as well as numerous cultural, artistic, educational and historical activities have been planned;

**NOW, THEREFORE**, I, Bob Plaisted, by virtue of the authority vested in me as Mayor of the City of Inverness, do hereby proclaim **November, 2015** as the

### “National American Indian Heritage Month”

And urge all our citizens to observe this month with appropriate programs, ceremonies and activities.

ATTEST:

  
Deborah Davis, City Clerk



  
Bob Plaisted, Mayor  
City Council of Inverness

# Proclamation Red Ribbon Week

**WHEREAS**, the City of Inverness and the Anti-Drug Coalition of Citrus County value the health and safety of all our citizens, and;

**WHEREAS**, substance abuse is particularly damaging to one of our most valuable resources, our children, and a contributing factor in the three leading causes of death for teenagers – accidents, homicides, and suicides, and;

**WHEREAS**, it is the goal of Red Ribbon Week, the City of Inverness, and the Anti-Drug Coalition of Citrus County to involve families, schools, businesses, churches, law enforcement agencies, and service organizations in all aspects of this campaign and establish an atmosphere that supports awareness, education, and on-going initiatives to prevent illegal drug use, and;

**WHEREAS**, the Red Ribbon Week Campaign theme promotes family and individual responsibilities for living healthy, drug-free lifestyles, without illegal drugs or the illegal use of legal drugs, and;

**WHEREAS**, there are many activities planned during the Red Ribbon Week Campaign in Citrus County,

**NOW, THEREFORE**, BE IT RESOLVED That I, Robert Plaisted, serving as the Mayor of the City of Inverness, do hereby proclaim **October 22<sup>nd</sup> through October 30<sup>th</sup>, 2015** as

***“Red Ribbon Week”***

Date

10-06-2015



A handwritten signature in black ink, appearing to read "Robert Plaisted", is written over a horizontal line.

Robert Plaisted, Mayor  
City of Inverness

10/15/2015 14:07  
siddings

CITY OF INVERNESS  
CASH REQUIREMENTS REPORT

P 1  
apcshreq

VENDOR DOCUMENT	INVOICE	VOUCHER	DESCRIPTION	DUE DATE	DUE 10/31/15
			TOTALS FOR ACE HARDWARE CO OF INV INC		130.63
			TOTALS FOR ANEIRO, MAGALY		120.00
			TOTALS FOR H M INVERSTORS LLC BAYSHORE SOLUTIONS		460.50
			TOTALS FOR BROADCAST MUSIC, INC		335.00
			TOTALS FOR TIME WARNER CABLE		134.19
			TOTALS FOR FLORIDA PUBLIC UTILITIES COMPANY		133.41
			TOTALS FOR EMBARQ FLORIDA, INC		1,415.59
			TOTALS FOR CIT TECHNOLOGY FINANCIAL SERVICES		425.00
			TOTALS FOR WXOF, INC		1,540.00
			TOTALS FOR CITRUS COUNTY / DPW		672.53
			TOTALS FOR CITRUS COUNTY CHRONICLE		29.50
			TOTALS FOR CITY TIRE OF INVERNESS		566.00
			TOTALS FOR ICON ENTERPRISES, INC		9,286.80
			TOTALS FOR CLANCY & THEYS CONSTRUCTION COMPANY		96,756.06
			TOTALS FOR CONSTRUCTION MOISTURE CONSULTING INC		1,025.00
			TOTALS FOR FL DEPARTMENT OF ENVIRONMENTAL PROTECT		2,000.00
			TOTALS FOR DUKE ENERGY		6,302.51
			TOTALS FOR DUMONT COMPANY INC		240.00
			TOTALS FOR E G P INC		182.66
			TOTALS FOR FLORIDA CITY AND COUNTY MANAGEMENT		542.00
			TOTALS FOR JEROME D. MUETZEL		1,000.00
			TOTALS FOR FLORIDA MUNICIPAL INSURANCE TRUST		50,626.50
			TOTALS FOR A.C.M.S., INC		7,397.06
			TOTALS FOR SOUTHEASTERN PAPER GROUP		34.76
			TOTALS FOR HIGHLAND TRACTOR		515.52
			TOTALS FOR ROBERT HOPE		250.00



10/15/2015 14:07  
siddings

CITY OF INVERNESS  
CASH REQUIREMENTS REPORT

P 2  
apcshreq

VENDOR DOCUMENT	INVOICE	VOUCHER	DESCRIPTION	DUE DATE	DUE 10/31/15
			TOTALS FOR INTEGRATED SYSTEMS OF FLORIDA INC		470.89
			TOTALS FOR LOWE'S HOME CENTERS INC		312.35
			TOTALS FOR LOWES		1,163.93
			TOTALS FOR MANN-ICURE LAWN SERVICE AND LANDSCAPING		1,425.00
			TOTALS FOR MT CAUSLEY, INC		893.75
			TOTALS FOR NATIONAL ARBOR DAY FOUNDATION		15.00
			TOTALS FOR OCALA PUBLICATIONS, INC		395.00
			TOTALS FOR ONLINE IMPLEMENTATION SERVICES, INC		205.50
			TOTALS FOR PEAK SOFTWARE		1,318.00
			TOTALS FOR DYNAWATCH		306.36
			TOTALS FOR PUJALS-JONES, REBECCA		180.00
			TOTALS FOR SAFETY PRODUCTS INC		75.93
			TOTALS FOR SAND/LAND OF FL ENTERPRISE INC		496.00
			TOTALS FOR SCHINDLER ELEVATOR CORPORATION		660.69
			TOTALS FOR SOUTHWEST DIRECT		3,819.84
			TOTALS FOR SUMTER ELECTRIC COOPERATIVE INC		4,809.46
			TOTALS FOR UB REFUND		1,625.68
			TOTALS FOR UNIFIRST CORPORATION		113.02
			TOTALS FOR USA SERVICES		1,550.00
			TOTALS FOR WASTE MANAGEMENT OF CENTRAL FL		23,484.22
			TOTALS FOR WEGNER CORPORATION, INC.		34,853.00
			TOTALS FOR WRIGHT EXPRESS		1,649.04
			TOTALS FOR ZHA INFORMATION INC		5,484.39
			REPORT TOTALS		267,428.27

\*\* END OF REPORT - Generated by Stacey Iddings \*\*

October 6<sup>th</sup>, 2015  
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 Hepfer  
Vice President Ryan  
Councilwoman Bega  
Councilman McBride  
Councilman Hinkle  
Mayor Plaisted

Also present were City Manager DiGiovanni, City Attorney Haag, Asst. City Manager Williams, Community Development Director Day, Project Director Malm, Finance Event Director Skeele-Hogan and City Clerk Davis.

The Invocation was given by Councilman Hinkle and the Pledge of Allegiance was led by the City Council.

**ACCEPTANCE OF AGENDA**

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

**PUBLIC HEARINGS**

None

**OPEN PUBLIC MEETING**

None

**SCHEDULED APPEARANCES**

**6)a) Crystal River Aquarium – Art Jones**, Representative made a power point presentation to City Council on the proposed Aquarium to be constructed in Crystal River, with the estimated completion in 2020. He spoke to the benefit the Aquarium would bring to Crystal River, as well as the entire County to include Inverness. The Aquarium would provide Education, Manatee and Dolphin Rehabilitation, Environmental Protection and Awareness, Tourism and Economic Opportunities, and help with sustainability of One Rake at a Time project.

**MAYOR'S LOCAL ACHIEVEMENT AWARDS**

None

**CITY ATTORNEY REPORT**

None

**CONSENT AGENDA**

a) Bill Listing\*

- Recommendation – Approval
- b) Council Minutes – 09/14/15PH; 09/15/15; 09/29/15PH\*
  - Recommendation – Approval
- c) Proclamation – Red Ribbon Week\*
  - Recommendation – Approval
- d) National American Indian Heritage Month\*
  - Recommendation - Approval
- e) Cemetery Lot Repurchase – Lot 347 & N1/2 of Lot 348, SW Addition\*
  - Recommendation - Approval
- f) Surplus Property Disposal\*
  - Recommendation – Approval

**Councilwoman Bega motioned to accept the Consent Agenda. Seconded by Councilman Hinkle. The motion carried.**

**CITY MANAGER’S REPORT**

**10)a) Merry Building Property Lease** was addressed by City Manager DiGiovanni who explained how Winston Perry, owner of the Merry Building which connects to the Valerie Theatre, has had a vision for the Merry Building that would bring roof top dining to the downtown. City staff at several levels of expertise discussed the concept and assisted in evaluation to what it would take to make this a reality. He explained the difficulties with the construction itself, to the movement of people, and the needed improvements to the building infrastructure which would be necessary. The building is Historic and requires approval of the AARC to secure a permit.

Winston Perry addressed City Council, speaking to the history of the Valerie Theatre, the prior owners David Skipper and himself, and the positive changes to Inverness over the past 20 years. He spoke to the purchase of business properties by himself through the years, such as the Valerie Theatre and several buildings surrounding (to include the Merry Bldg). Prior to reconstruction of the Valerie Theatre, he thought of placing a roof top restaurant and renting it out, and the 4 feet of property around the building which could be a walkway to the top. He stated there was a brick wall built around the building during the re-construction of the Valerie Theatre that was on his property (the 4 feet section of his property), and spoke to the Lease Agreement drawn up for the easement around the building, \$1,000/mo. for five years, for the 4 feet strip of property the City was utilizing.

City Manager DiGiovanni noted that the stem walls were installed as camouflage for air-conditioning/storage, etc. He noted that the wall along the left side could be moved for a walkway, and spoke to underground utility improvements. To keep the plaza project intact, will require that City Council accept the enclosed lease for roughly a 4’ strip that surrounds the Merry Building. The term and conditions would be calculated at \$1000 monthly, \$12,000 per year; or \$60,000 for the initial 5 year period. The other option would be to support Mr. Perry’s roof-top dining dream and help it become reality by modifying the plaza once he secures engineering, permitting, and obtaining AARC approval for the historic structure.

Attorney Haag stated a third option, that the city could acquire the 4’ strip along the building – encroachment.

President Hepfer expressed her disappointment with this occurring and was not pleased with the options. She questioned Mr. Perry if he had advised anyone that they were putting stuff on his property. Mr. Perry advised that he had and they would get back with him.

Councilman Ryan stated that we made permanent improvements to the property which benefit the owner. It may be a better option to purchase the property, but thinks the roof top dining would be welcomed in the downtown.

President Hepfer questioned if we acquired the property and Mr. Perry decided to pursue the Roof Top Dining, then we would have to come back to drawing board??

Attorney Haag stated that regardless, if the roof top dining is not acceptable to City Council, the only solution is to acquire the land and lease it as is.

Councilwoman Bega stated that with these option she would lean more toward Mr. Perry looking into feasibility study of rooftop dining and would be a nice addition in the downtown.

Attorney Haag spoke to ADA compliance with an elevator.

Mr. Perry advised that he wished to have an open deck to serve wine and beer, and not a restaurant, and spoke to the engineering/architectural design of the structure.

Councilman McBride stated that if we were to support the concept of the Roof Top Dining, and during this course of action we find out that this is not going to work out, would we then have to deal with a rental issue in the future that is exhorbant? It was noted that we would likely move to acquisition.

City Manager DiGiovanni noted that the cost to purchase would be less than the term of the lease. If it didn't work out, we would work it out with the property owner.

**Councilman Ryan motioned to support the concept of Roof Top Dining and commit to modifications to the plaza once all permits and approvals are secured by the owner. Seconded by Councilwoman Bega. The motion carried.**

**10)b) Agreement for Land Swap** was addressed. City Manager DiGiovanni advised that this issue started in 1999 by County Government wanting to develop a business park at the Inverness Airport, with the access determined to be Watson Road which intersects with Hwy 41 S. They had no land or plan, but a concept that we agreed to support. The City rebuilt the Waste Water Facility into a reclaimed/recovery plant providing the Inverness Golf and Country Club with reclaimed water, and freed up land.

County came to City again asking for more land, and Inverness asked they explore another venue. We then moved to a concept of a land swap. City Manager noted a map showing the former Amerigas property and the tentacle that comes out by the Bowling Alley on 41 N. There was disagreement with the proposed property values. The City tried to bring the parties together through the Nine Point Agreement. County is now willing to provide the Amerigas property and no longer ask for a property exchange. They now wish for an easement along Watson Road, with the City retaining ownership of the land. City Manager noted aspects of the map to include the path of the road going past the Animal Shelter. This proposal has been reviewed by legal counsel of both sides. The Amerigas property and Globe Spur line will connect to Rails to Trail and potentially a site to develop a community garden. This action before Council is a favorable arrangement for Council to consider.

Councilman Ryan asked for confirmation that this is a no fault on potential hazards on both sides. City Attorney Haag stated if a problem occurs, it goes back to original status quo.

Councilwoman Bega questioned where the industrial park was going to be. City Manager noted that the zoning will not support develop of an industrial park and would need to be changed.

Councilman Hinkle questioned the zoning of this particular area of City property with City Manager stating it is zoned to support much more than the County property.

Councilman McBride had prior concerns with land swap, but is this is not a swap, but an easement for a piece of property.

City Manager noted that this was approved through legal counsel, but has not gone before County Commission yet.

**Councilman Hinkle motioned to accept the terms and condition of the enclosed Agreement for land transfer and easement allocation. Seconded by Councilman Ryan. The motion carried.**

**10)c) Fire Truck Decal** was addressed. City Manager DiGiovanni reference the attached photo illustration of a logo for the first Fire Truck. The logo will involve the City Seal with the “City of Inverness” across the top and “Fire Dept.) underneath, in gold lettering, outlined in metallic black. He noted that the purchase and inspection of this vehicle proves it to be an outstanding acquisition. No action is warranted.

**10)d) Events & Visitors Bureau Temporary Employees** was addressed. City Personnel Regulations provides a process for the establishment of temporary positions. This is a temporary position (when needed) that will perform time sensitive services to support the City Festival/Event/Marketing program, which will involve being assigned to the Event & Visitors Bureau; Pay Rate: \$12.00; Oct. thru Nov. 2015 – 200 hrs. max for Cooter Festival, Art Festival and the Grand Prix; Feb. thru April 2016 – 200 hrs. max for St. Patrick’s Festival & Taste of Inverness. This schedule will maintain compliance with IRS Rules and keep from incurring Florida Retirement System costs.

**Councilwoman Bega motioned to authorize the creation of a temporary position and defined herein to support the event and marketing program of the City. Seconded by Councilman Ryan . The motion carried unanimously.**

**10)e) Fire Services Agreement – (Verbal)** City Manager noted we are still discussing the transition of two vehicles from the Sheriff’s office. These will be inspected and if not viable for service, we can use them as trade in for others. The City will ensure they are up to service.

Councilman Hinkle questioned the fire services agreement with the County and if we are working on Fire Service for the east side. City Manager stated that question is directed to the County and they will determine if the will reopen the Gospel Island station and the West Highland station. They did move the Floral City station farther south. They are looking at those dynamics and what will be best suited for the residence outside municipalities. We will enter into an agreement with the County involving Mutual Aid. City Manager noted there are benefits residing within municipal boundaries.

**10)f) Employee Compensation Program** was addressed with City Manager DiGiovanni advising the we have had conversation with Collective Bargaining Unit, have built the budget based on a number of elements. Last year City Council agreed to provide \$1,000 across the board to every employee which enriched the bottom end to a better situation. We have not done an across % increase for many years and what is before you this evening for your consideration is an across the board program of 3% which will include both the collective bargaining (unionized) and the non-union employees to include the two Charter Officers, a total of 32 employees, 6 P/T's, and 2 Charter Officers, totaling \$48,000. We have gone from 115 employees in 1995 to 38 employees in 2015.

Councilman Ryan stated that this was warranted and the employees work is exceptional and appreciated.

Councilman McBride had no problem with amount of money in terms of 3% equaling approx. \$48,000. He suggested we could use this same amount of money divided by number of employees and still give an across the board lump sum payment to staff, thereby giving a larger % to lower paid staff because it benefits higher paid employee, more than lower paid.

City Manager DiGiovanni stated that the \$48k includes benefits and is not liquid money. If you want to do across the board lump sum amount, that we can apply, or you want to do the 3%. I was also looking at the managerial levels commitment to the city and feeling that those pressures and dynamics are very different than the hourly employee. They are under much more stress and responsibility. He thinks the point and time of awarding compensation is here and if it's more appropriate to do an across the board monetary amount, we can figure that too, and can be voted tonight as it is within the budget. If you want to do a monetary amount for employees up to a certain position in the city (blue collar) we can do that, but then ask that they may wish to consider the positions in higher responsibility to look at differently and consider maybe 3% for them. This can be applied retroactively to a certain point in time, but if we are doing monetary, we can also apply that retroactively.

Councilman McBride – I was not thinking of an arbitrary amount, but was looking at the overall cost of the package. What the City Manager is expressing has a great deal of appeal.

Councilman Hinkle stated that he would be in favor of doing what the City Manager recommended, that we set a \$1,000 figure for the hourly employees and a 3% raise for management position.

Councilwoman Bega questioned that if we change what has been accepted by the bargaining unit, does it have to go back. City Manager noted that if you raise it, you never have to go back. If they disagree, I'll bring their element back.

Mayor Plaisted state the reality is that management is on the job 24 hrs. a day, thinking about what they have to do.

Councilwoman Bega stated that hourly employees get paid for working longer hours while salary employees are not.

**Councilman Hinkle motioned that we set a \$1,000 amount for hourly employees and a three percent (3%) raise for management positions. Seconded by Councilwoman Bega . The motion carried unanimously,**

City Manager DiGiovanni additionally reported on the following:

- As requested, we appeared before the Legislative Delegation and made a presentation.
- A huge Mustang Car show occurred this weekend at Nick Nicholas Ford (City Sponsor) and participated as judges.
- Working on a program to bring additional technology into the utility system. This utility system needs to be monitored 24/7. We need a system that provides details for a quicker response to issues, and this would be a tremendous tool to make the utility system much more dependable.
- Met with residents of Pine Grove, and showing effort goes a long way.
- Sunday was the Annual Bicycle Ride, but the numbers of riders were down. He believes all of the recent rain contributed to the lack of riders. Would like to see if they may consider moving the ride to Saturday. Riders that come from far distances find it tougher to attend on Sunday.

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

Councilman McBride spoke of the City moving into high gear with upcoming events. Reminded that the Hernando – Citrus MPO meeting will be Oct. 20<sup>th</sup> at 1pm to develop transportation priorities.

Councilman Ryan attended the Habitat for Humanity ribbon-cutting and commended their efforts. He spoke of the budget meetings and this is a great town to live in and the way we are moving forward with issues is to our credit. Good to see people participating in our government.

Councilman Hinkle agreed that it is an honor to serve our community and that it's positive to have people come to us with their concerns. He spoke of the Crystal River Aquarium and it will be great to create jobs for everyone.

Councilwoman Bega stated it is great to move forward with the agreement with the County and come to terms on that land. She spoke to the Cooter Festival events.

Mayor Plaisted spoke to the bonuses and raises and gave a heartfelt thanks to our employees, as they are such a dedicated group. He spoke of the grand opening at Southern Pines and how George Rusaw has done a great job with Habitat for Humanity. Cooterstock is going to be a great thing. The Crystal River Aquarium project is exciting and if anyone can get it done, it is Art Jones.

Council President Hepfer agreed with what has been said about Habitat for Humanity, it is a great program. She questioned if reminder can go in the water bills about people leaving lawn clippings along the side of roads.

#### **CITIZENS NOT ON AGENDA**

None

Meeting adjourned at 7:15pm.

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City Clerk

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Council President

# CITY OF INVERNESS

10/14/15

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## MEMO

TO: Elected Officials

FROM: City Clerk

SUBJECT: Authorization for Proclamation Issuance  
"Eugene Quinn Day"

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 15<sup>th</sup> 2015, as

### "Eugene Quinn Day"

#### **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

*PROCLAMATION*

**DRAFT**

**WHEREAS**, Eugene Quinn VFW Post #4337 was chartered on November 15, 1945 by the Veterans of Foreign Wars of the United States of America; and

**WHEREAS**, Eugene Quinn VFW Post #4337 and its Auxiliary has effectively contributed to the patriotic, historical, charitable and educational activities of Inverness, Florida;

**NOW, THEREFORE**, the Mayor and Council of the City of Inverness, Florida hereby proclaims November 15<sup>th</sup>, 2015 as

***“EUGENE QUINN DAY”***

not only to pay homage to this native son for his service to our great nation, but also in recognition of this 70<sup>th</sup> anniversary of VFW Post #4337 that honors his name.

ATTEST:

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

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

## Agenda Memorandum – *City of Inverness*

---

**DATE:** October 16, 2015  
**ISSUE:** Budget Transfer – Employee Services  
**FROM:** City Manager  
**CC:** City Clerk, Finance Director, Personnel Administrator  
**ATTACHED:** Budget Transfer Sheet

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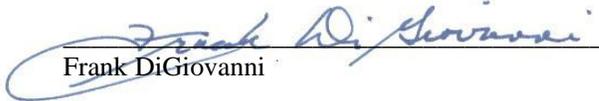
The situation is to move \$33,000 from Council Contingencies to fund the part time work of Marc Black, construction manager and project planner, for the City. We are taking a targeted focus to vision, plan, and commence “to work” the former Godowski property. Tentatively we are developing a model that addresses the depot, storage building, garage building and house.

It is best not to get ahead of details; however, the end result must support trail activity, create a better visual from the road to the lake, relocate the depot, create parking, designate retail and farmer’s market activity the area and create congregate points. The goal is to create a concentration of activity that encourages business activity.

The support of City Council for this initiative is appreciated.

***Recommended Action*** –

Motion, second and vote to approve the allocation of \$33,000 of Council Contingencies to support development of concepts and plans to create an activity center of tourism and retail at the north side of the downtown.

  
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 : 2016

Finance Reference #: 2016-01-

Item #	Account Number	Account Description	Original Budget	Previous Transfers	Additional Amount Requested	New Budget Amount	Budget Reduction Requested	New Budget Amount
1	01125120-511203	Salaries - P/T	10,949	0	28,700	39,649		
	01125120-512100	FICA	30,356	0	2,200	32,556		
	01125120-512200	Retirement	54,733	0	2,100	56,833		
	01191902-599990	Council Contingencies	200,000	0			(33,000)	167,000

REASON FOR TRANSFER: Funding P/T Project Consultant - 6 Months at 20 hrs/week-Administration

2			0	0	0	0		
				0				

REASON FOR TRANSFER: \_\_\_\_\_

3			0	0	0	0		
			0	0			0	0

REASON FOR TRANSFER: \_\_\_\_\_

REQUESTED BY:	APPROVED BY:	APPROVED BY:	
_____	_____	_____	10/7/2015
(Department Director)	(Finance Director)	(City Manager)	(Date)

# Agenda Memorandum – *City of Inverness*

---

**DATE:** October 16, 2015  
**ISSUE:** 2015-16 Fund Balance Appropriations  
**FROM:** City Manager  
**CC:** City Clerk, Finance Director  
**ATTACHED:** Memorandum by Sheri Chiodo  
Resolution

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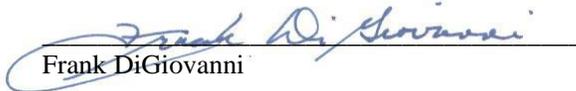
The annual vote to properly appropriate funds is crucial to the City's financial well-being. The action allocates available fund balances to specific purposes. Since we use the same model year to year, the vote by Council is mostly ministerial.

A Resolution has been created to support the recommended action for the 2015-16 budget year. The total amount involved is \$13,751,443.00, found on Exhibit A of the enclosed Resolution.

NOTE: Fund balances are healthy; the community stable, the future bright.

***Recommended Action –***

1. Motion and second to read the Resolution by title
  - a. Clerk reads Resolution title
2. Deliberate the substance of Reserve Designations
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: October 14, 2015**

**Reference: Fiscal Year 2016 Fund Balance Designations**

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Annually through the budgetary process, Council establishes fund balance designations and reserves for future intended uses.

The Fiscal Year 2016 budget establishes designations, reserves and unrestricted fund balance totaling \$5,978,951 in the General Fund, \$275,380 in the Whispering Pines Park Fund, \$964,945 in the Capital Improvement Projects Fund, \$5,001,837 in the Utility Funds, \$ 574,228 in the Cemetery Fund, \$464,767 in Transportation Impact Fees, \$ 13,949 in the Road Improvement Fund, \$416,017 in pension assets and \$61,369 in the ICRA Fund. Exhibit A of the enclosed resolution identifies those designations. Designations are earmarked for specific purposes and may be amended during the budgetary process annually by recommendation of the City Manager and adoption of a resolution by City Council. Designations remain until amended, deleted or appropriated for expenditure.

Forwarded is the recommended resolution format for council adoption and an Exhibit A, which details the fund balance designations by fund and type.

**RESOLUTION 2015-16**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF INVERNESS, FLORIDA ESTABLISHING FUND BALANCE RESERVE DESIGNATIONS FOR FISCAL YEAR 2016 AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Inverness desires, from time to time, to earmark or segregate unreserved, undesignated Fund Balance for planning and preparing for future uses; and

**WHEREAS**, the City Council desires to regulate the use of said funds, and allow their appropriation for expenditure only under specific circumstances and with appropriate controls for the protection of the City's interest,

**NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF INVERNESS** as follows:

Section 1. That the unreserved, undesignated Fund Balance of any governmental fund may be, from time to time, earmarked or segregated for purposes identified by the City Council, by resolution.

Section 2. That designations of Fund Balance created under Section 1 of this resolution may be amended, increased, decreased or appropriated, by recommendation of the City Manager and upon adoption of a resolution of the City Council.

Section 3. That the designations listed in Exhibit A attached are hereby established effective October 1, 2015 and shall remain until amended, deleted or appropriated for expenditure by the City Council.

Section 4. All resolutions or parts of resolutions in conflict herewith shall be and hereby are repealed.

Section 5. That this resolution shall become effective on October 20, 2015.

**PASSED AND ADOPTED** this \_\_\_\_ day of October, 2015.

**CITY OF INVERNESS**

By:

\_\_\_\_\_  
**JACQUIE HEPFER**  
President of City Council

ATTEST:

\_\_\_\_\_  
**DEBORAH DAVIS**  
City Clerk

**EXHIBIT A  
RESOLUTION 2015-**

<u>DESIGNATION/RESERVES</u>	<u>AMOUNT</u>
<b><u>GOVERNMENTAL FUNDS</u></b>	
<b>GENERAL FUND (0001)</b>	
<b><u>COMMITTED FUND BALANCE</u></b>	
Land Acquisition Reserve	\$ 500,687
Employee Accrual Balance	\$ 146,000
Disaster Preparation	\$ 500,000
IGC Building Maintenance Reserves	\$ 454,216
Fire Services Reserve	\$ 25,000
Capital Equipment Purchases	\$ 217,000
Tort Liability	<u>\$ 200,000</u>
<b>TOTAL GENERAL FUND COMMITTED FUND BALANCE</b>	<b>\$2,042,903</b>
<b><u>RESERVED FUND BALANCE</u></b>	
Prepaid Items	<u>\$ 60,000</u>
<b><u>UNASSIGNED FUND BALANCE</u></b>	
	<b><u>\$3,876,048</u></b>
<b>TOTAL GENERAL FUND - FUND BALANCE</b>	<b>\$5,978,951</b>
<b><u>WHISPERING PINES PARK FUND</u></b>	
<b><u>UNASSIGNED FUND BALANCE</u></b>	
	<b><u>\$275,380</u></b>
<b>TOTAL WHISPERING PINES PARK FUND BALANCE</b>	<b>\$ 275,380</b>
<b><u>CAPITAL IMPROVEMENT FUND</u></b>	
Designated For Capital Projects	<b><u>\$964,945</u></b>
<b>TOTAL CAPITAL IMPROVEMENT FUND</b>	<b>\$964,945</b>
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>\$7,219,276</b>
<b><u>PROPRIETARY FUNDS (ENTERPRISE)</u></b>	
<b><u>REVENUE FUND</u></b>	
Unrestricted	\$ 150,000
<b>TOTAL REVENUE FUND</b>	<b>\$ 150,000</b>
<b><u>OPERATIONS AND MAINTENANCE FUND</u></b>	
Restricted – Customer Deposits	\$ 238,948
Restricted – Capacity Fees	<u>\$ 599,271</u>
<b>TOTAL RESTRICTED RESERVES</b>	<b>\$ 838,219</b>
Unrestricted	<u>\$2,283,760</u>
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>\$3,121,979</b>

**RENEWAL AND REPLACEMENT FUND-UTILITIES**

Designated – Capital Equipment Unrestricted Fund Balance	\$ 400,000 <u>\$ 1,329,858</u>	
<b>TOTAL RENEWAL AND REPLACEMENT FUND</b>		<b><u>\$ 1,729,858</u></b>
<b>TOTAL UTILITY FUND</b>		<b>\$5,001,837</b>
<b>CEMETERY FUND</b>		
Reserve for Perpetual Care Unrestricted Fund Balance	\$ 516,500 <u>\$ 57,728</u>	
<b>TOTAL CEMETERY FUND</b>		<b>\$ 574,228</b>
<b>RESERVE FOR TRANSPORTATION IMPACT FEES</b>		<b>\$ 464,767</b>
<b>RESERVE FOR ICRA – COMPONENT UNIT</b>		<b>\$ 61,369</b>
<b>RESERVE FOR ROAD IMPROVEMENTS</b>		<b>\$ 13,949</b>
<b>RESERVE FOR PENSION FUND ASSETS</b>		<b>\$ <u>416,017</u></b>
<b><u>TOTAL RESERVES AND FUND BALANCES</u></b>		<b><u>\$13,751,443</u></b>

## Interoffice Memorandum – *City of Inverness*

October 20, 2015

**TO:** Elected Officials  
**FROM:** City Manager  
**SUBJECT:** Quick Care Med Contract – Employee Testing & Physicals  
**CC:** City Clerk & Finance Director  
**Enclosure:** Memorandum by Sheila Densmore  
Occupational Contract for Services  
Physical Exam by Title, Breakdown & Related Costs (5 pages)

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Annually a review is conducted of costs associated with employee medical physicals; pre-employment exam, drug screening, post job offer exam, F-DOT Driver Testing (large trucks), and general physical examinations governed by Personnel Rules and Regulations. The program allows for a professional evaluation to help management with personnel related issues, and does so to meet ADA restrictions. The program is structured with five categories, with expenses incurred only when deemed necessary. :

<u>Type</u>	<u>Cost</u>	<u>Increases/Decreases</u>
Employment Health Eval.	\$ 85.00	\$ -0-
DOT Physical	\$ 85.00	\$ -0-
Work Related Accident	\$ 85.00	\$ -0-
Drug Screen (12 Panel)	\$ 50.00	\$ - 15.00
TB Screening	\$ 60.00	\$ +40.00

There are several tests/screenings listed that are used sparingly and contain a slight increase. Cost wise the most used procedures remain the same.

Based on a historical analysis, total charges for these services is as follows:

\*2013: \$5,428.50      \*2014: \$2,821.00      \*2015: \$1,695.89

Based on program history, we do not expect a material increase in overall per annum expenditures.

***Recommended Action –***

The added cost of these services is minimal for such an effective program. It is recommended that Council motion and vote to accept this proposal and authorize that the Council President execute the document.

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

  
Frank DiGiovanni

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## **INTEROFFICE MEMORANDUM – *City of Inverness***

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**To:** Frank DiGiovanni, City Manager  
**From:** Sheila Densmore, HR Coordinator  
**Subject:** Quick Care Med – Employee Testing & Physicals  
**Date:** October 15, 2015

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Per your request, I have reviewed the current and proposed contracts submitted by Quick Care Med for employee exams and drug screens for 2015/16. The following was determined:

<b>TYPE</b>	<b>2014/15</b>	<b>2015/16</b>	<b>INCREASE/DECREASE</b>
Employment Health Eval.	\$ 85.00	\$ 85.00	No change
DOT Physical	\$ 85.00	\$ 85.00	No change
Work Related Accident	\$ 85.00	\$ 85.00	No change
Drug Screen (12 Panel)	\$ 65.00	\$ 50.00	Decrease - \$15.00
TB Screening	\$ 20.00	\$ 60.00	Increase + \$40
Hepatitis B Vaccination	\$ 70.00	\$ 70.00	No change

Historical analysis for services is as follows:

FY2013	\$5,528.50
FY2014	\$2,821.00
FY2015	\$1,695.89

When you factor in some increase and some decreases, the rates for the upcoming year will basically remain the same.

The largest cost factor, as always, will be seasonal employee drug screens, which has decreased in cost this year. As always, this we have budgeted sufficiently for the upcoming FY 2016.

QUICK CARE MED, PL

# Agreement of Services

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CITY OF INVERNESS

Effective 10/01/2015 – 09/30/2016

Inverness Office  
352-344-CARE (2273)  
1907 Hwy 44 West  
Inverness, FL 34453

Crystal River Office  
352-563-0911  
659 NE Hwy 19, Unit 1  
Crystal River, FL 34429



Dunnellon Office  
352-465-CARE (2273)  
11371 N Williams St, Unit 4  
Dunnellon, FL 34432

Homosassa Office  
352-628-0911  
3956 S Suncoast Blvd  
Homosassa, FL 34448

**SICK NOW? SEEN NOW!**

**⊕ FAST ⊕ EASY ⊕ AFFORDABLE**

CITY OF INVERNESS and Quick Care Med, PL agree to the following terms:

Quick Care Med, PL will provide a "Statement of Work" to Sheila Densmore

after completing the following services in regards to City of Inverness's employees.

- Employment Health Evaluations
- D.O.T. Physicals
- Work Related Accident Exams
- Drug Testing
- Alcohol Testing
- Nicotine Testing
- Tuberculosis Testing
- Additional Clinical testing as listed with prices provided.

In addition, Quick Care Med, PL agrees to provide a 10% discount off non-contracted services for all uninsured employees of City of Inverness.

*(A company ID or recent paycheck must be presented at the time of visit.)*

## DESCRIPTION AND FEE FOR SERVICES

### 1. **Employment Health Evaluation:** \$85.00

This will include the following:

- A review of the patient's history.
- Vital signs.
- General observation of the HENT, and neck.
- Auscultation of the heart, lungs, abdominal.
- Hernia testing.
- Musculoskeletal evaluation.
- Urinalysis, visual acuity, and hearing test if needed.  
*(Additional fees may apply for additional testing.)*

### 2. **D.O.T. Physical:** \$85.00

This will include the following:

- A review of the patient's history.
- Vital signs.
- General observation of the head, ears, eyes, nose throat, and neck.
- Auscultation of the heart, lungs, abdominal.
- Hernia testing.
- Musculoskeletal evaluation.
- Neurological evaluation.
- Urinalysis.
- Visual acuity.
- Hearing test.  
*(Additional fees may apply for additional testing.)*

### 3. **Work Related Accident:** \$85.00

This will include the following:

- A review of the patient's history.
- Vital signs.
- General observation of the head, ears, eyes, nose throat, and neck.
- Auscultation of the heart, lungs, abdominal.
- Hernia testing.
- Musculoskeletal evaluation.
- Neurological evaluation.
- Urinalysis, visual acuity, and hearing test if needed.  
*(Additional fees may apply for additional testing.)*

**4. Drug Testing Fee Schedule:**

- 12 Panel: \$50.00
- Alcohol: \$35.00
- Nicotine: \$35.00

**12 Panel** drug screening includes tests for Amphetamine (AMP), Barbiturates (BAR), Benzodiazepines (BZO), Cocaine (COC), Ecstasy (MDMA), Methamphetamine (MET), Methadone (MTD), Opiates (OPI), Oxycodone (OXY), Phencyclidine (PCP), Propoxyphene (PPX), Marijuana (THC).

**5. Tuberculosis Screening:** \$60.00

*(If PPD is positive, the patient will need to have a chest x-ray.)*

**6. Chest X-Ray Fee Schedule:** *(Inverness Location Only)*

*(Typically ordered for positive PPD Test results and for cases with respiratory ailments.)*

- 3 View: \$95.00

**7. Pulmonary Function Test:** \$65.00

- *(Typically ordered in case of cough or other respiratory ailments.)*

**8. Color Blindness Visual Exam:** \$10.00

**9. EKG:** \$35.00

*(Typically ordered for individuals over the age of 40 years old; risk factors for heart disease such as: previous history of Coronary Artery Disease (CAD), chronic smoker, Hyperlipidemia, Diabetes, and family history of Coronary Artery Disease (CAD).)*

**10. TDAP (Whooping Cough) Vaccination:** \$65.00

*(If needed with care of skin lacerations.)*

**11. Hepatitis B Vaccination per shot:** \$70.00 per shot.

**12. Flu Shots:**

- 3-65 years of age: \$35.00
- >65 years of age: \$35.00

**13. Pneumonia Vaccine:**

- PCV 13: \$165.00
- Pneumovax: \$80.00

**14. Strep Test:** \$30.00

**15. Mononucleosis Testing:** \$45.00

**16. Blood Testing:** \$110.00

CMP, Lipid Profile, CBC, TSH

Quick Care Med, PL agrees to provide clinical services to City of Inverness. These services will be in the form of employment evaluations, clinical testing, and physical consultation as exemplified through the previous pages. Quick Care Med, PL shall submit invoices monthly to the Department including an itemization of charges. Invoices shall be submitted to:

912 W MAIN ST  
INVERNESS, FL 34450

The Department shall pay each invoice no later than 30 days after the billing date of that invoice. Each payment shall be mailed to:

**Quick Care Med, PL**  
**P.O. Box 2066**  
**Lecanto, FL 34460**

**Terms of Agreement**

The term of this Agreement will be in effect from 10/01/2015 to 9/30/2016. All prices will be locked in until this date. After the date of 09/30/2016, the fee schedule and Agreement will remain in effect and unchanged unless otherwise discussed. If unsatisfied with the services provided by Quick Care Med, PL the contract may be terminated with a 30 day written notice.

\_\_\_\_\_  
Company Representative \_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Dacelin St. Martin, MD / Medical Director \_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

## Agenda Memorandum – *City of Inverness*

October 16, 2015

**TO:** Elected Officials  
**FROM:** City Manager (Prepared by Eric Williams)  
**SUBJECT:** Fluoridation of City Water – Removal  
**CC:** City Clerk & Finance Director  
**Enclosure:** N/A

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Fluoridation of the public water supply was introduced in after WWII. Many cities followed the pattern and Inverness commenced a program in the late 1980's. (Remember this discussion well.)

Fluoridation was introduced as a means to help prevent tooth decay. However, fluoride may be consumed in many ways. About 99% of administered fluoride in drinking water goes down the drain and into the environment. Don't know why, but most consume water from a bottled supply. There is a cost to everything. Fluoride administration is not free. The product is governed by the FDA and costs roughly \$15,000 per annum.

What's the harm in adding fluoride?

This is not about harm or cost, but more about water quality. A removal of fluoridation from the city's water treatment program will save funds and reduce the risk of compliance issues (fines), exposure to workers, and product handling (spills & fines). Additionally worth mentioning is many don't like the addition of chemicals in water, and the taste of City water would improve.

With the prevalence of fluoride in many dental hygiene products, in beverages consumed by the general public, and even found in a mouth rinse, there benefit is painfully small when found in a public water supply. The Dept. of Environmental (DEP) protection lists fluoridation as optional and indicates that to remove fluoridation, a utility must make a formal written request to discontinue the option under current DEP permitting.

If we were able to determine the benefit of putting fluoride in the water was materially beneficial, this would not be on the agenda. No action has been taken, and the item is brought forward as a pragmatic step to manage and deliver water from the City utility.

***Recommended Action –***

Motion and second to discontinue adding fluoride to the public water supply; following discussion if the desire is to proceed, please vote accordingly.

  
Frank DiGiovanni

Valerie Theatre Cultural Center, Inc.  
207 Courthouse Square  
Inverness, FL 34450  
(352)341-7850  
[www.valerietheatre.org](http://www.valerietheatre.org)  
Facebook.com/ValerieTheatre



Alan Forino  
Cultural Director  
[aforino@Inverness-FL.gov](mailto:aforino@Inverness-FL.gov)  
(352)341-7850x1601

October 20, 2015

**For Immediate Release**

The Valerie Theatre Cultural Center, located on Courthouse Square, is pleased to announce the first performance of its inaugural season. The Ditchfield Family Singers will bring the stage alive for our Christmas Holiday Show.

Becoming known as one of America's most versatile family ensembles, The Ditchfield Family Singers are acclaimed for their close harmony, warmth, and wide variety of musical styles and presentations. For over fifteen years, The Ditchfield Family has provided countless audiences with unforgettable entertainment experiences. They perform everything from the popular music of the '30's, '40's, and '50's, to Broadway show stoppers, to the best loved traditional and inspirational standards of our time and Christmas favorites.

Carolers from the Citrus High School Chorus will entertain before the performances with a special visit from Santa and Mrs. Claus.

**When:** Saturday, December 5, 2015

**Times:** 3PM & 7PM

**Tickets:** \$20 & \$25

**Box Office Hours:** Thursday, Friday & Saturday Noon to 4PM

**Box Office Phone:** (352)341-7850

**Online Ticket Sales:** [www.valerietheatre.org](http://www.valerietheatre.org)

***Tickets will go on sale on October 29!***

Free parking is available at the municipal lots within two blocks of the theatre.

For further information, please call (352)341-7850.

WELCOME TO THE SHOW!



# THE VALERIE THEATRE

*presents*

## *Ditchfield Family Singers*

### *A Christmas Holiday Event*

*Enjoy your favorite holiday songs & much more!*

*Caroling by the Citrus High School Chorus & a visit from Santa & Mrs. Claus*

*December 5, 2015 · 3 pm & 7 pm*

*Tickets: \$20 & \$25*

Tickets available at the Valerie box office. Thursday, Friday & Saturday Noon-4pm  
or Online at [www.valerietheatre.org](http://www.valerietheatre.org). Call 352-341-7850 for information.