

**AGENDA FOR REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF  
INVERNESS, FLORIDA, CITY HALL, 212 WEST MAIN STREET  
May 3, 2016 - 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 - 12 a) Charter Amendments - Ordinance 2016-716 & Ordinance 2016-718\*
- 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**

None
- 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  
May 3, 2016 - 5:30 PM**

None

**8) CITY ATTORNEY REPORT**

**9) CONSENT AGENDA**

13 - 14 a) Bill Listing \*

Recommendation - Approval

15 - 25 b) Council Minutes -04/19/16 & 04/21/16\*

Recommendation - Approval

26 - 27 c) Proclamation - NARLEO\*

Recommendation- Approval

28 - 29 d) Re-Appointment to ICRA\*

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

30 - 37 a) Fire Prevention - Safety Grant\*

38 - 39 b) Mill Street Demolition (verbal)

c) Other

**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**

**AGENDA FOR REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF  
INVERNESS, FLORIDA, CITY HALL, 212 WEST MAIN STREET  
May 3, 2016 - 5:30 PM**

5-Year Capital Improvement Plan (CIP) Workshop

Thursday, May 5, 2016 at 5:30pm

Inverness Government Center

Kids Triathlon

Saturday, May 7, 2016 from 8am - 3pm

Whispering Pines Park

City Manager Services Workshop

Tuesday, May 10 at 5:30pm

Inverness Government Center

Inverness City Council Regular Meeting

Tuesday, May 17, 2016 at 5:30pm

Inverness Government Center

# Agenda Memorandum – *City of Inverness*

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**DATE:** April 28, 2016  
**ISSUE:** Charter Amendments – Public Hearings - Final Reading  
**TO:** ELECTED OFFICIALS  
**FROM:** City Manager DiGiovanni  
**CC:** City Clerk Davis  
**ATTACHED:** Ordinance 2016-716; Sale, Leasing or Subleasing  
Ordinance 2016-718; Purchase of Real Property

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At the previous meeting of City Council, action was taken to approve the attached Ordinance Amendments on the first reading. Once proposed Ordinance Amendments are adopted on the 2<sup>nd</sup> reading, ballot language will be forwarded to the Elections Office for placement on the November Ballot as a Referendum for City Electors.

Changing a City Charter is purposefully not easy. It requires ratification by all parties for any change: City Elected Leaders and Public. This is about modernization. Nothing proposed will alter the make of the City itself and, if adopted, changes will enable the community to benefit from the benefits of economic potential.

Ordinance 2016-716: Article V, Section 5.07: Sale, Leasing or Subleasing of City Property addresses the current Charter providing for city owned properties to be lease or subleased for a maximum initial term of ten (10) years, with renewals to successive terms up the same maximum with agreement of both parties. The amendment provides for Commercial, Professional and Public Property to be leased for an initial term of up to 25 years, with renewals up to 10 year increments, up to a ninety-nine (99) year duration.

***Recommended Action:***

- 1) Motion, second and vote to read Ordinance 2016-716 by title only
  - a) City Clerk reads Ordinance by title.
- 2) Deliberate the matter and to proceed following discussion motion and second to adopt Ordinance 2016-716, Article V, Section 5.07 on the second reading by roll-call vote.

*Continued on next page*

## Agenda Memorandum – *City of Inverness*

Ordinance 2016-718; Article V, Section 5.22; Purchase of Real Property – This change provides the criteria that the City Council shall obtain at least one Governor approved or State Certified approved Appraisal for the purchase of Real Property when the purchase price exceeds \$200,000. This action was previously passed by Council and placed in the Code of Ordinance in 2014; however, to avoid confusion it is was discussed at the time and recommended by Attorney Haag that it be place in the Charter with other sections dealing with real property. A change was made to the exhibit language adding the word “*dependent*” clarifying that the market analysis could not be done by a party to the contract of the property purchase.

***Recommended Action:***

1. Motion, second and vote to read Ordinance 2016-718 by title only
  - a. City Clerk reads Ordinance by title.
2. Deliberate the matter and to proceed following discussion motion and second to adopt Ordinance 2016-718, Article V, Section 5.22 on the second reading by roll-call vote.

  
Frank DiGiovanni

ORDINANCE NO. 2016- 716

AN ORDINANCE OF THE CITY OF INVERNESS, FLORIDA, PROVIDING FOR AMENDMENT TO THE CITY CHARTER; PROVIDING FOR AMENDMENT TO ARTICLE V, GENERAL PROVISIONS; INSERTING SECTION 5.07 – SALE, LEASING OR SUBLEASING OF CITY PROPERTY; PROVIDING FOR A REFERENDUM AS TO AMENDMENTS TO THE CHARTER; PROVIDING FOR REPEAL OF INCONSISTENT ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION INTO THE CODE OF ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Inverness believes that it is in the best interests of the City to amend the City Charter to insert language pertaining to number of years for leasing and renewal of lease for Commercial Property ; and,

NOW THEREFORE BE IT ENACTED, by the City Council of the City of Inverness, Florida, at the City Council’s regular meeting on the \_\_\_\_ day of \_May\_, 2016 as follows:

**Section 1.** That the Charter of the City of Inverness be amended, as set forth in Exhibit A, attached hereto and made a part of this Ordinance as if set forth in *haecverba*.

**Section 2.** That this Ordinance and Charter Amendment shall be posted as provided by law and, except for this section which will become effective immediately upon this Ordinance becoming law, shall become effective and operative when and only if it is approved by majority vote of the electors of the City of Inverness voting on the question of the approval or disapproval of the same in and at the regular City of Inverness municipal election to be held in the City of Inverness on the 8<sup>th</sup> day of November, 2016. The form of the ballot and the referendum shall be as follows:

**CHARTER AMENDMENT BALLOT QUESTIONS**

SHOULD ARTICLE V, SECTION 5.07, SALE, LEASING OR SUBLEASING OF CITY PROPERTY, BE AMENDED TO PROVIDE THAT LEASING OF REAL PROPERTY FOR COMMERCIAL, PROFESSIONAL AND PUBLIC USE MAY BE LEASED FOR AN INITIAL TERM OF UP TO 25 YEARS, WITH RENEWALS UP TO 10 YEAR INCREMENTS, FOR UP TO A 99 YEAR TERM.

- YES FOR APPROVAL
- NO FOR REJECTION

If a majority of the electors of the City of Inverness actually voting on such questions, and such referendums, shall vote for the approval of the respective Charter Amendments, then the remainder of this Ordinance, in addition to this Section and the amendments so approved, shall become operative and effective at 12:01 a.m. on the 1st day of December, 2016; if a majority of the electors actually voting on such questions, and such referendums, shall vote against the approval of all or any individual Charter Amendment, then this Ordinance shall not become

effective as to such amendments not approved and will be of no further force and effect as to said Charter Amendment(s). The Supervisor of Elections shall place the foregoing questions on the ballot of the City of Inverness, regular municipal election.

**Section 3. REPEAL OF INCONSISTENT ORDINANCES**

Any ordinance in conflict with this Ordinance is hereby repealed by implication.

**Section 4. SEVERABILITY AND INTERPRETING THIS ORDINANCE**

If any section or portion of this Ordinance is found to be invalid, unlawful or unconstitutional, all other sections of this Ordinance shall remain valid and enforceable.

**Section 5. INCLUSION INTO 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 6. EFFECTIVE DATE**

The effective date of this Ordinance shall be as provided by law.

Upon motion duly made and carried on first reading, the foregoing Ordinance was approved on the 19 day of April, 2016.

Upon motion duly made and carried on second reading, the foregoing Ordinance was adopted on the \_\_\_\_\_ day of May, 2016.

**CITY OF INVERNESS, FLORIDA**

By: \_\_\_\_\_  
DAVID RYAN, President

By: \_\_\_\_\_  
ROBERT PLAISTED, Mayor

ATTEST:

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

Approved as to form and correctness:

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

EXHIBIT "A"

CURRENT LANGUAGE

Article V – General Provisions

Section 5.07 - Sales, leasing or subleasing of city property

No property owned by or leased to the City shall be leased or subleased to any individual, group, organization or governmental entity without a vote of approval of said leasing by four (4) members of the council. The maximum initial term of lease shall be ten (10) years. Leases may be renewable to successive terms up to the same maximum upon agreement of the council and the lessor.

PROPOSED LANGUAGE

Section 5.07 – Sales, leasing or subleasing of city property

No property owned by or leased to the City shall be leased or subleased to any individual, group, organization or governmental entity without a vote of approval of said leasing by four (4) members of the council. The maximum initial term of a non-commercial lease shall be ten (10) years. Leases may be renewable to successive terms up to the same maximum upon agreement of the council and the lessor.

Commercial, professional and public property may be leased by an affirmative vote of four (4) members of council for an initial term of up to 25 years, with renewals up to 10 year increments, not to exceed a 99 year duration.

**ORDINANCE NO. 2016- 718**

AN ORDINANCE OF THE CITY OF INVERNESS, FLORIDA, PROVIDING FOR AMENDMENT TO THE CITY CHARTER; PROVIDING FOR AMENDMENT TO ARTICLE V, GENERAL PROVISIONS; INSERTING SECTION 5.22 PURCHASE OF REAL PROPERTY a); PROVIDING FOR A REFERENDUM AS TO AMENDMENTS TO THE CHARTER; PROVIDING FOR REPEAL OF INCONSISTENT ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION INTO THE CODE OF ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the City of Inverness believes that it is in the best interests of the City to amend the City Charter to standardize and govern the purchase of real property; and,

**NOW THEREFORE BE IT ENACTED**, by the City Council of the City of Inverness, Florida, at the City Council's regular meeting on the \_\_\_\_ day of May, 2016 as follows:

**Section 1.** The Charter of the City of Inverness be amended, as set forth in Exhibit A, attached hereto and made a part of this Ordinance as if set forth in *haecverba*.

**Section 2.** This Ordinance and Charter Amendment shall be posted as provided by law and, except for this section which will become effective immediately upon this Ordinance becoming law, shall become effective and operative when and only if it is approved by majority vote of the electors of the City of Inverness voting on the question of the approval or disapproval of the same in and at the regular City of Inverness municipal election to be held in the City of Inverness on the 8<sup>th</sup> day of November, 2016. The form of the ballot and the referendum shall be as follows:

**CHARTER AMENDMENT BALLOT QUESTIONS**

SHOULD A NEW ARTICLE V, SECTION 5.22, PURCHASE OF REAL PROPERTY, BE ADOPTED PROVIDING PROCEDURES FOR THE ACQUISITION OF REAL PROPERTY AND FOR THE PURCHASE OF REAL PROPERTY WHICH EXCEEDS \$200,000.00 IN VALUE, THAT THE CITY COUNCIL SHALL OBTAIN AT LEAST ONE GOVERNOR AND CABINET APPROVED APPRAISAL ORGANIZATION OR STATE CERTIFIED GENERAL APPRAISER.

- YES FOR APPROVAL
- NO FOR REJECTION

If a majority of the electors of the City of Inverness actually voting on such questions, and such referendums, shall vote for the approval of the respective Charter Amendments, then the remainder of this Ordinance, in addition to this Section and the amendments so approved, shall become operative and effective at 12:01 a.m. on the 1<sup>st</sup> day of December, 2016; if a majority of the electors actually voting on such questions, and such referendums, shall vote against the approval of all or any individual Charter Amendment, then this Ordinance shall not become

effective as to such amendments not approved and will be of no further force and effect as to said Charter Amendment(s). The Supervisor of Elections shall place the foregoing questions on the ballot of the City of Inverness, regular municipal election.

**Section 3. REPEAL OF INCONSISTENT ORDINANCES**

Any ordinance in conflict with this Ordinance is hereby repealed by implication.

**Section 4. SEVERABILITY AND INTERPRETING THIS ORDINANCE**

If any section or portion of this Ordinance is found to be invalid, unlawful or unconstitutional, all other sections of this Ordinance shall remain valid and enforceable.

**Section 5. INCLUSION INTO 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 6. EFFECTIVE DATE**

The effective date of this Ordinance shall be as provided by law.

Upon motion duly made and carried on first reading, the foregoing Ordinance was approved on the 19<sup>th</sup> day of April, 2016.

Upon motion duly made and carried on second reading, the foregoing Ordinance was adopted on the        day of May, 2016.

**CITY OF INVERNESS, FLORIDA**

By: \_\_\_\_\_  
DAVID RYAN, President

By: \_\_\_\_\_  
ROBERT PLAISTED, Mayor

ATTEST:

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

Approved as to form and correctness:

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

## EXHIBIT "A"

### PROPOSED LANGUAGE

City Charter - Article V, Section 5.22 - 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 an **independent** 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.





04/29/2016 09:43  
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CITY OF INVERNESS  
CASH REQUIREMENTS REPORT

P 1  
apcshreq

VENDOR DOCUMENT	INVOICE	VOUCHER	DESCRIPTION	DUE DATE	DUE 04/29/16
			TOTALS FOR AT & T MOBILITY NATIONAL ACCOUNTS LLC		648.72
			TOTALS FOR JAMES W. STRONG		500.00
			TOTALS FOR CIT TECHNOLOGY FINANCIAL SERVICES		425.00
			TOTALS FOR CITRUS COUNTY BOARD OF COMMISSIONER		61,989.43
			TOTALS FOR CITRUS COUNTY CHRONICLE		30.10
			TOTALS FOR CITRUS COUNTY HEALTH DEPARTMENT		500.00
			TOTALS FOR DUKE ENERGY		10,840.34
			TOTALS FOR GAI CONSULTANTS, INC		3,434.30
			TOTALS FOR GEOTECHNICAL AND ENVIRONMENTAL CONSULTAN		6,627.50
			TOTALS FOR MAILFINANCE INC		1,153.46
			TOTALS FOR HAWKINS, INC.		348.00
			TOTALS FOR HD SUPPLY WATERWORKS, LTD		2,731.03
			TOTALS FOR INTEGRATED SYSTEMS OF FLORIDA INC		211.50
			TOTALS FOR MACKLER GRAPHICS, INC.		267.50
			TOTALS FOR MUNIS		2,500.00
			TOTALS FOR OFFICE DEPOT INC		118.17
			TOTALS FOR QUICK CARE MED, PL		950.00
			TOTALS FOR SOFTWARE HOUSE INTERNATIONAL		4,565.00
			TOTALS FOR SMARTWATCH SECURITY & SOUND, LLC.		499.00
			TOTALS FOR SUMTER ELECTRIC COOPERATIVE INC		10,534.20
			TOTALS FOR 2D ENTERPRISES		262.08
			TOTALS FOR UNIFIRST CORPORATION		15.84
			TOTALS FOR US LEGAL SERVICES, INC		37.50
			TOTALS FOR USA SERVICES		1,550.00
			TOTALS FOR WASTE MANAGEMENT OF CENTRAL FL		47,299.23



04/29/2016 09:43  
siddings

CITY OF INVERNESS  
CASH REQUIREMENTS REPORT

P 2  
apcshreq

VENDOR DOCUMENT	INVOICE	VOUCHER	DESCRIPTION	DUE DATE	DUE 04/29/16
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REPORT TOTALS					158,037.90
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\*\* END OF REPORT - Generated by Stacey Iddings \*\*

April 19<sup>th</sup>, 2016  
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 Ryan  
Vice President McBride  
Councilwoman Hepfer  
Councilwoman Bega  
Councilman Hinkle  
Mayor Plaisted (Not present)

Also present were City Manager DiGiovanni, City Attorney Haag, Asst. City Manager Williams, Community Development Director Day, Fire Chief Campfield, Deputy Clerk Jackson 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**

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

**PUBLIC HEARINGS**

**4)a) Fire Inspection Program Ordinance (Final Reading)** – City Manager DiGiovanni addressed the Fire Prevention and Protection Ordinance and provided information from previous meeting addressing this item. This ordinance creates an inspection safety program for public buildings, food establishments, nursery and preschool facilities, and identified business operations that warrant the proper operation of future suppression system to meet fire safety standards.

**Councilman Hinkle motioned to have City Clerk Davis read Ordinance 2016 - 714 by title only. Seconded by Councilwoman Hepfer. The motion carried.**

ORDINANCE NO. 2016-714

AN ORDINANCE OF THE CITY OF INVERNESS, FLORIDA, AMENDING CHAPTER 9 OF THE CODE OF ORDINANCES, ENTITLED “FIRE PREVENTION AND PROTECTION”, BY AMENDING ADDING SECTIONS, 9-1 THROUGH 9-9, ESTABLISHING POWERS AND PROCEDURES FOR FIRE INSPECTIONS AND CITATIONS FOR NON-COMPLIANCE WITH APPLICABLE CODES; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR MODIFICATION AND, PROVIDING FOR AN EFFECTIVE DATE.

**The Public Hearing was opened.**

**For: None**

**Against: None**

**The Public Hearing was closed.**

**Councilwoman Hepfer motioned to adopt Ordinance 2016-714 on the second reading, by roll call vote. Seconded by Councilman Hinkle. Roll call vote was as follows:**

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

**4)b) Impact Fee Ordinance (1<sup>st</sup> Reading)** City Manager DiGiovanni explained that the City has an independent impact fee program which has been in effect for many years. While independent of the County program, the city works with them in the administration of the fees and allows County to impose common fees in the city as well; i.e. public building, libraries, etc. Staff has worked with County on their local study to make it applicable for the city, as Impact fees are highly regulated and we must be sure the program is up to date. We have added the category of Parks and Fire Safety that will be imposed at a 50% rate. This program has incentives, and we look for mixed use, efficiencies in future development, and when planned correctly actually reduce automobile trips. We've created incentive to have conversation with perspective developers to explain our program and come up with formulas based on the findings, and keeping investments into the city. We have always had incentive for the downtown, approach at city level to work with investors to create infill, assurance the buildings are refurbished and enhanced and our community keeps its identity of Historic and Small Town. He spoke of consultation with County government and we are proceeding in a manner the County Legal Counsel recommends. City of Inverness controls in place to be sure it makes sense for this community.

**Councilwoman Hepfer motioned to have City Clerk Davis read Ordinance 2016 -715 by title only. Seconded by Councilman McBride. The motion carried.**

ORDINANCE NO. 2016-715

AN ORDINANCE OF THE CITY OF INVERNESS, FLORIDA; PROVIDING FOR THE ADOPTION OF NEW IMPACT FEES AND THE REVISION OF EXISTING IMPACT FEES; AMENDING SECTIONS 11.5-1. THROUGH 11.5-10 OF THE CODE OF ORDINANCES; PROVIDING AUTHORITY IN APPLICABILITY; PROVIDING FOR INTENT AND PURPOSE; PROVIDING FOR RULES OF CONSTRUCTION; PROVIDING FOR FEE TO BE IMPOSED; PROVIDING FOR ALTERNATIVE IMPACT FEE CALCULATION; PROVIDING FOR IMPACT FEE CREDITS; PROVIDING FOR ESTABLISHMENT OF TRUST FUND; PROVIDING FOR USE OF FUNDS; PROVIDING FOR RETURN OF FEES; PROVIDING FOR LIBERAL CONSTRUCTION AND PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR MODIFICATION; AND, PROVIDING AN EFFECTIVE DATE.

**The Public Hearing was opened.**

**For:** Karen Esty noted her uncertainty when Fire Department was forming and has since realized its equitable approach to business and residents of this city, and it is in the best interest of the citizens. She complimented the hard work done.

**Against: None**

**The Public Hearing was closed.**

Councilwoman Hepfer questioned if she was correct in understanding that the Impact Fees are for new construction and refurbishing a building. City Manager DiGiovanni noted that the City abandoned "change of use" and took the lead. And this is for new construction/new impact to the community. Our impact fee program is to build a degree of equity and fairness moving forward. Councilman McBride asked for City Manager to elaborate on the 50% rate. City Manager advised that he couldn't, and the study itself came up with criteria on what a 100% impact would be, depending on the structure/factors for new development, investment, etc. Instead of imposing the impact at the 100% rate, because we are compact and we feel we can make this

very fair and equitable, we are suggesting that with the new impacts (growth), a 50% ratio would be equitable and fair for what our government needs, and will build a proper fund balance for additional Park and Fire Dep. needs.

Councilman Hinkle questioned if the County was still imposing impact fees? City Manager DiGiovanni noted that they are currently moving to reinstate them.

Councilwoman Bega questioned if the three categories are not our impact fee in totality, and there are other fees?

City Manager DiGiovanni noted that there are general impact fees that County Government impose and then there are the City ones. It was noted that Charts would be provided to council with the breakdowns. The Impact Fee cost added together in the City is not going to put us out of line with what is going on around us. The cost of doing development here is not priced out of the market, yet it's priced so the integrity of this market can be maintained. We are not reinventing the wheel, or in uncharted water, but are taking our existing program, updating it, making modification based on a new study, adding the Parks and Fire Safety, and building so it remains competitive, but fair.

**The Public Hearing was closed.**

**Councilman Hinkle motioned to approve Ordinance 2016-715 on the first reading, by roll call vote. Seconded by Councilman McBride. Roll call vote was as follows: Councilwoman Bega, yes; Councilwoman Hepfer, yes; Councilman Hinkle, yes; Councilman McBride, yes; President Ryan, yes. The motion carried.**

#### **OPEN PUBLIC MEETING**

Karen Esty, Inverness addressed Agenda Item regarding the Suncoast Parkway II Resolution. City Manager noted that information was going to be provided to Council this evening to determine if they wished to go forward with a Resolution. Ms. Esty noted stated that as far as the 1-75 corridor, she feels this is premature to take a position for it, as the study is not complete. Personally she noted that she was not in favor of premature action .

#### **SCHEDULED APPEARANCES**

None

#### **MAYOR'S LOCAL ACHIEVEMENT AWARDS**

None

#### **CITY ATTORNEY REPORT**

None

#### **CONSENT AGENDA**

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

- a) Bill Listing\*
  - Recommendation – Approval
- b) Council Minutes – 04/05/16 & 04/07/16\*
  - Recommendation – Approval

#### **CITY MANAGER'S REPORT**

10)a) Fire Inspection Fee – Resolution – Has been discussed previously and is supportive and joins the prior action of City Council to adopt the Ordinance and this is the fee program that accompanies the Ordinance for Fire Inspection.

**Councilwoman Hepfer motioned to have City Clerk Davis read Resolution 2016-02 by title only. Seconded by Councilman McBride. The motion carried.**

RESOLUTION 2016-02

A RESOLUTION OF THE CITY OF INVERNESS ESTABLISHING THE FEE SCHEDULE FOR FIRE SAFETY INSPECTION SERVICES; AND ESTABLISHING AN EFFECTIVE DATE.

**Councilman Hinkle motioned to adopt Resolution 2016-02, by roll call vote. Seconded by Councilwoman Hepfer. Roll call vote was as follows: Councilwoman Bega, yes; Councilwoman Hepfer, yes; Councilman Hinkle, yes; Councilman McBride, yes; President Ryan, yes. The motion carried.**

**10)b) Proposed City Charter Amendments- Ballot Referendum – Ordinances-** City Manager DiGiovanni explained that Charter Amendments require by law, that the item must go before the electors of the City of Inverness for their approval/disapproval. Each Ordinance is structured to provide a descriptive understanding of each amendment, and to present ballot language providing a clear interpretation of the change to be voted. He stated that this involves modifications intended to modernize the City Charter in ways to position the City to achieve some the pending initiatives in future goals.

Ordinance 2016-716- Article V Section 5.07; Sale, Leasing or subleasing of City Property currently provides for City owned properties to be leased or subleased, for a maximum initial term of ten (10) years, with renewals to successive terms up to the same maximum. The amendment provides for Commercial, Professional, and Public Property to be leased for an initial term of up to 25 years, with renewals of up to 10 year increments, up to a ninety nine (99) year term. He noted forthcoming plans with the Depot Property and other property holdings of the City where businesses/organization could have a better venue for long term leases when they may have invested money into these buildings. This language will modify some of the restrictive component of the Lease/Sublease Properties.

**Councilwoman Hepfer motioned to have City Clerk Davis read Ordinance 2016-716 by title only. Seconded by Councilman McBride. The motion carried.**

ORDINANCE NO. 2016- 716

AN ORDINANCE OF THE CITY OF INVERNESS, FLORIDA, PROVIDING FOR AMENDMENT TO THE CITY CHARTER; PROVIDING FOR AMENDMENT TO **ARTICLE V, GENERAL PROVISIONS; INSERTING SECTION 5.07 – SALE, LEASING OR SUBLEASING OF CITY PROPERTY**; PROVIDING FOR A REFERENDUM AS TO AMENDMENTS TO THE CHARTER; PROVIDING FOR REPEAL OF INCONSISTENT ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION INTO THE CODE OF ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

Councilman McBride questioned the initial leasing term of 25 years, and how we came up with that amount. City Manager DiGiovanni explained that 25 years was the shortest period that could be done when you factor what an investor is putting forward to get the rate of return and

show profit margin, and 25 years typically provides that, vs the 10 year term, which we currently have. He spoke of a 503c, i.e.; Boys and Girls Club, as an example, to join with City of Inverness in a 25 year term, and how it would be a risky investment to get a return, and would prefer 45 to 50 years. Councilman McBride agreed that this would aid commercial development within the City.

Councilman Hinkle stated that if the section entitled Sales, the “Exhibit A” didn’t mention sales. City Davis noted that “Sales” was part of the title of the Section “Sales, Leases, Subleases”.

**Councilwoman Hepfer motioned to approve Ordinance 2016-716, Article V, Section 5.07 on the first reading, by roll call vote. Seconded by Councilman Hinkle. Roll call vote was as follows: Councilwoman Bega, yes; Councilwoman Hepfer, yes; Councilman Hinkle, yes; Councilman McBride, yes; President Ryan, yes. The motion carried.**

Ordinance 2016-717; Article II, Section 2.09; Vacancies, Filling Vacancies, addresses the attendance at Regular Council Meetings and limits the number of regular Council Meeting absences to not more than eight (8) missed meetings “per calendar year”, or the seat shall become vacant. The Charter currently addresses absences of four (4) consecutive regular meetings, without being excused, which will remain in the Code.

Councilwoman Hepfer questioned is one was out due to injury/surgery, you couldn’t be out more than 8 meetings?

City Manager spoke to it removing the consecutiveness of the absences.

Councilman Ryan clarified that medically excused meetings would be okay?

Councilman McBride stated that there could be a very legitimate reason for one to be out, and didn’t think that a long term veteran of City Council should be booted off after 8 absences. He was not in favor at this time and need to massage it a little and bring it back.

**Councilwoman Bega motioned to have City Clerk Davis read Ordinance 2016 -717 by title only. The motion failed for lack of second.**

Ordinance 2016-718; Article V, Section 5.22; Purchase of Real Property amendment provides the criteria that the City Council shall obtain at least one Governor approved or State Certified approved Appraisal for the purchase of Real Property when the purchase price exceeds \$200,000. This action was previously passed by Council and place in the Code of Ordinance in 2014; however to avoid confusion, it was discussed at the time and recommended by Attorney Haag that it be placed in the Charter with other sections dealing with real property.

**Councilwoman Hepfer motioned to have City Clerk Davis read Ordinance 2016 - 718 by title only. Seconded by Councilman McBride. The motion carried.**

#### ORDINANCE NO. 2016- 718

AN ORDINANCE OF THE CITY OF INVERNESS, FLORIDA, PROVIDING FOR AMENDMENT TO THE CITY CHARTER; PROVIDING FOR AMENDMENT TO **ARTICLE V, GENERAL PROVISIONS; INSERTING SECTION 5.22 PURCHASE OF REAL PROPERTY a); PROVIDING FOR A REFERENDUM AS TO AMENDMENTS TO THE CHARTER;** PROVIDING FOR REPEAL OF INCONSISTENT ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION INTO THE CODE OF ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

Councilwoman Bega had questions as to the difference in the previous action in Section 5.22, which had to do with Leasing, to Section 5.07, which deals with Purchase of Real Property, and it was explained that they do not in any way conflict. She questioned the verbiage stating “the amounts between \$50,000 but not in excess of \$200K, the City Manager will obtain a cost market analysis prior to presenting the contract to City Council”, and anything over the \$200,000 will be an appraisal”. She questioned Attorney Haag if it should say anywhere that it should be by a third party or someone who is not a party to the contract (such as community offices, if it is dealing with real estate office) that none of them are giving a market analysis?

Attorney Haag stated that it was understood that you wouldn’t have someone involved in the transaction doing the appraisal. Councilwoman Bega stated that an appraiser couldn’t do that by law. City Manager stated that it is understood in our area of government, and our intent was to make sure there was more objectivity and less subjectivity in causing these appraisals to kick in. Attorney Haag stated that we could insert the word “independent” between the words “a” and “cost”.

**Councilwoman Hepfer motioned to approve Ordinance 2016-718, with the changes made to Article V, Section 5.22 on the first reading, by roll call vote, . Seconded by Councilman Bega. Roll call vote was as follows: Councilwoman Bega, yes; Councilwoman Hepfer, yes; Councilman Hinkle, yes; Councilman McBride, yes; President Ryan, yes. The motion carried.**

**10)c) Board Appointments** – City Manager addressed applications received for membership to the Code Enforcement Board. Based on the merits of the submittals, both Robert Morris, and Debra Hill meet the terms and conditions to qualify for appointment, and are presented for Council action. **Councilwoman Hepfer motioned to appoint Robert Morris and Debra Hill to the City of Inverness Code Enforcement Board. Seconded by Councilman Hinkle . The motion carried unanimously.**

**10)d) County Flow Control Lawsuit: Goodfellas v. Citrus County** - City Manager advised that this item was informational only, which deals with legal proceedings regarding Solid Waste Collection and Hauling/Disposal as it takes place in Citrus County. The people notified by this order involved a representative of the School System. We have not been petitioned by the School System for them to depart the Franchise Agreement with the City. It seems that they will proceed in that direction and will be able to get services at a lower cost. He noted that he will speak with the School Board to see what we might be able to do to keep the Franchise as a whole in the City, intact. The school system has a large footprint in the city and this will impact our revenue negatively.

**10)e) Suncoast Parkway II Resolution to Support (verbal)** City Manager DiGiovanni advised that we had been contacted by a representative who seeks City support from all local governments of Citrus County regarding Suncoast II & III. Suncoast III is being spoken to as a reliever to I-75, and Suncoast II is currently on the drawing board. He questioned if Council wishes to pass a Resolution in support of Suncoast III. He stated that what we have done in City Government, is not act emotionally and follow a high level of study and respect to facts with projects. There are complexities and beyond with these road projects and many studies yet to be commissioned or finalized and it imparted that we are members of the Hernando/Citrus MPO and they are the voice with DOT and works to represent the interest of our communities. This is

a road project and he feels being respectful of the project and the facts need to be considered and allow the process to unfold.

Councilman McBride stated that he was a voice for the City of Inverness at MPO this afternoon and he explained the need to give relief to I-75. There are plans being made to six lane and eventual 8 lane this road, which would mitigate I-75, but not resolve the matter. Having said that there is still much to do and they are still conducting I-75 relief task force meetings until September. He highly endorses that we wait until all information is gathered.

Councilman Hinkle stated that our environment is important, and we need to be look closely where we put new roads. There is not enough information to do a resolution at this point.

Councilwoman Hepfer questioned why the sudden push on this, as we have been waiting since 1997 for Hwy 41 improvements. There is too much of a push to do this and I cannot support this.

Councilman McBride stated that we need to keep our focus on 41 N and that is the big project for us.

Councilwoman Bega stated that Suncoast Parkway II has been in progress for many years and understand they have the funds to move forward. Not sure if maps have been updated, and 41 is an important road, but don't think we can lose site of the other avenues that need fixing.

Attorney Haag stated that over the next several months, DOT is going to be filing many lawsuits acquiring the right of way from 98 to State Road 44 by eminent domain and they hope within the next two years to start construction once all is acquired. Nothing has been appropriated to go past St Rd 44.

Councilman Ryan stated that relief is needed and eventually it will impact the environment, and will look at when they come up with a plan.

The consensus is to wait on the resolution.

City Manager DiGiovanni additionally reported on the following:

- Thursday, April 21 will be a workshop on City Cemetery and it is important to take this step to be familiar and aware of the direction of the cemetery.
- Met with Andy Houston of Crystal River City Council on how County government tax structure and the municipalities regarding the Sheriff Department's budget. The cities are going to work collectively to compose a mild presentation for County government. This has been addressed in other communities and Andy is familiar as he is from Pinellas Co.
- We are working on making the City of Inverness a Bicycle Friendly Designated Community, and working on a "Bike to Work Day". We are on the right track with part of the government taking the lead to make it fun and friendly. Also working on the sharrows on the road, the signage, etc.
- May 5<sup>th</sup> will be the CIP presentation, and we are building many elements regarding this as it is time. We will be bringing forward the City on the Lake 2008 concept with a number of elements. The presentation will include the Depot property, parks, a Visitors Center, Whispering Pines Park, Soldier memorial, Community Center, Trail Head concept, etc. and will give clarity on how this can be pulled together.

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

Mayor Plaisted regrets he will not be at the CIP presentation as he will be away. He will be working and interviewing 17 graduating students who are looking for Rotary scholarships.

Councilwoman Bega reported that last Wednesday was a Tourist Development Council meeting and it was one of the most upbeat and progressive meeting ever. There was a presentation by EVOK, the new marketing firm, and held multiple presentations to various stakeholders throughout the County with the goal to work with people and cities involved. EVOK is anxious to know about Inverness night life.

Councilman McBride attended the Citrus County Council meeting and spoke of many aspects of Inverness.

President Ryan spoke of the Budget Workshop Overview, Taste of Inverness, and the Habitat for Humanity dedication. He spoke of the Joint Government meeting and to let him know if anyone had anything to be brought up.

**CITIZENS NOT ON AGENDA**

Karen Esty, Inverness followed up regarding sidewalks on Independence Highway through the MPO. The MPO will be working on City Manager's recommendation of a bike path instead of sidewalks. She spoke to the County impact fee and they are still suspended for new development in the School, but the reinstated concurrency for School.

Meet adjourned at 7:08pm.

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

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

April 21<sup>st</sup>, 2016  
5:30 PM

The City Council of the City of Inverness met on the above date in **Workshop Session on Oak Ridge Cemetery Expansion**, at 212 W. Main Street with the following members present:

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

Also present were City Manager DiGiovanni, Asst. City Manager Williams, Deputy Clerk Jackson, and Clerk Davis.

The meeting was called for by the following Notice to all council, mayor, media, as well as publicly posted.

**NOTICE**

DATE: April 12<sup>th</sup>, 2016

PLEASE BE ADVISED, THE CITY COUNCIL OF THE CITY OF INVERNESS, FLORIDA, WILL MEET IN A WORKSHOP SESSION ON **THURSDAY, APRIL 21<sup>ST</sup>, 2016, @ 5:30PM** AT THE 212 W. MAIN STREET, INVERNESS, FLORIDA FOR THE PURPOSE OF DISCUSSING:

**“OAK RIDGE CEMETERY EXPANSION”**

/s/ David Ryan  
President of City Council

City Manager DiGiovanni addressed Council regarding the Oak Ridge Cemetery and highlighted historical information. He stated the last workshop regarding the cemetery was approximately 12 years ago. The cemetery has not been ignored but there have been many large projects that came before it, for instance the IGC building, Valerie Theatre, road and park improvements, and events. City Manager noted it was in the early 1980s when the city took possession of the cemetery, perpetual care fund, and some inventory files. City staff is not accustomed to dealing with cemetery issues; however, the operation and sales of the cemetery must come back to city control for it to be successful moving forward. Around 1995 the perpetual care fund became more healthy and we looked at steps to increase the sale of the lots, etc. He stated the current budget is \$41,000 for the cemetery with sales of approximately \$5,500 per year. The inventory of spaces in the cemetery is roughly 4400 with around 142 remaining spaces available for traditional burial sale. So far this year there have been 6 sales and 9 burials.

In 1988, the National Cemetery opened in Bushnell at 52 acres in size, and now has 129,000 burials to date. The National Cemetery has changed the complexity of other

cemeteries like Oak Ridge, and affected the number of interments in local cemeteries. From 1981 until present day society has also changed regarding burials and cemeteries. We face an unsustainable situation and must confront the problem. The market has shifted along with cultural beliefs, needs, expectations, and acceptance. The bottom line is if nothing is done with the Oak Ridge Cemetery there will be a fiscal collapse in about 10 years. We need to look at goals and needs and challenges, and fix what isn't working and change everything else by retooling the approach to marketing, sales, layout, operations and management. This will also involve the review and realignment of ordinance language and policies.

City Manager DiGiovanni then introduced Bruce Jordan who is a professional in this field with over 22 years experience. Mr. Jordan worked in the legislative and executive branches of Florida government as a legislative aide and special assistant to the Governor in the executive office of the external affairs. He also has served as executive director and lobbyist for the Florida funeral and cemetery association. He was instrumental in sun-setting antiquated Florida statutes dealing with the funeral and cemetery industry and helped compose and pass a complete new chapter of laws and rules. Mr. Jordan has businesses in the human and pet sectors of the interment industry and has the only pet funeral home with the crematory in this area. He is certified in human and pet loss grief support.

Mr. Jordan began the presentation with what a cemetery is about. He presented many slides including conceptual plans of the new Southeast addition and various photos of options with columbariums, estate lots, etc. He spoke of how this will not be in competition with local funeral homes but will aid them by providing more options than what we have now. There were photos of spaces with issues now that can be found in the Oak Ridge Cemetery now and displayed photos of the various options available. He spoke of the need for constant oversight and communication for the cemetery regarding maintenance, interments, inurnments, etc. He noted there will be changes to the rules and regulations regarding the cemetery. Bruce compared the number of full body burials in a typical lot to how many cremations a columbarium would hold in the same amount of space. He spoke of the liability involved regarding cemetery ownership. He spoke of the necessity to keep the community's trust in the Oak Ridge Cemetery. He highlighted some of the changes that need to be made in the rules and regulations. He spoke of how the cremation rate keeps rising and how we need to meet that demand regarding human and pet remains. He referenced the new expansion area, the phosphate "pit", and the various aspects of the 3.91 acres. Bruce presented various photos of other cemeteries and the options they have used.

Council members questioned if there has been any incidents of vandalism, ownership of the property, etc.

Councilman McBride questioned the cost of a spot in the columbarium compared to a burial right in Oak Ridge today.

City Manager DiGiovanni explained to Council that the matter of cost is a long way down the road. This workshop is to present Council some of the options that can be incorporated into our cemetery to keep it relevant for future use.

Mr. Jordan spoke to the shift to cremation and the portability, affordability, and other aspects of the form of disposition of a loved one.

City Manager concluded the presentation by noting the long process to achieve what needs to be done. The reality is the times, society, and expectations have changed. Now the cemetery needs to change to keep up with today, and the cemetery brings a complexity that government finds unusual. We need to look at the new section and manage it in a way that it brings in sufficient revenues to maintain the entire cemetery.

Councilman Hinkle questioned about constructing columbariums or adding cremation benches in the older sections, with Bruce stating there are so many issues in the older sections. Councilman stated he likes the idea of the expansion.

Councilwoman Hepfer stated she is excited about the changes in the future of the cemetery and loves the idea.

Councilman McBride noted he liked everything that he has seen and heard but wonders about the future demands, with Bruce stating at this time the funeral homes can only sell what we have to offer, which is limited.

Council President Ryan stated Council is being asked to imagine what this could look like, with City Manager agreeing.

The workshop adjourned at 6:53pm

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

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

## Agenda Memorandum – *City of Inverness*

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**DATE:** April 29<sup>th</sup>, 2016  
**ISSUE:** Authorization for Proclamation Issuance  
“National Peace Officers Memorial Day”  
**FROM:** City Clerk Davis  
**CC:** City Manager  
**ATTACHED:** Draft Proclamation

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The attached request is for the Inverness City Council to consider and authorize issuance of a Proclamation in recognizing the,

**“National Peace Officers Memorial Day”**

*Recommended Action:*

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



Deborah Davis, City Clerk

*PROCLAMATION*

**DRAFT**

**WHEREAS**, National Peace Officers memorial Day is a day to honor the service and sacrifice of those Law Enforcement officers killed in the line of duty while protecting our City, State, and Nation; and

**WHEREAS**, the City of Inverness, Florida wishes to dedicate May 15<sup>th</sup>, 2016 to the members of Law Enforcement in the City of Inverness, Florida and the National Association of Retired Law Enforcement Officers; and

**WHEREAS**, since the first recorded death in 1791, almost 20,000 Law Enforcement Officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and

**WHEREAS**, seven new names of fallen heroes have been added to the State Law Enforcement Officers Memorial in Tallahassee, Florida this year, including 105 officers killed in 2013 and 2014 in the United States and their names were placed on the National Officer Memorial in Washington D.C. during National Peace Officer Week during the month of May; and

**WHEREAS**, May 15<sup>th</sup> is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families, and U.S. Flags should be flown at half-staff in the City of Inverness, Florida; and

**WHEREAS**, the National Association of Retired Law Enforcement Officers, Citrus County, Florida does actively work to honor and never forget its fallen heroes and brethren; and

**THEREFORE, BE IT RESOLVED** that the Mayor and Council of the City of Inverness, Florida hereby designates May 15<sup>th</sup>, 2016 as

***“NATIONAL PEACE OFFICER MEMORIAL DAY”***

in the City of Inverness, Florida and publicly salutes the Service and Law Enforcement Officers in our Community, Nation, and the National Association of Retired Law Enforcement Officers.

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

ATTEST:

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

## Agenda Memorandum – *City of Inverness*

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**DATE:** April 29<sup>th</sup>, 2016  
**ISSUE:** Board Re-Appointment – ICRA – Diana Fender  
**FROM:** City Manager  
**CC:** City Clerk  
**Attached:** Memorandum by Bruce Day

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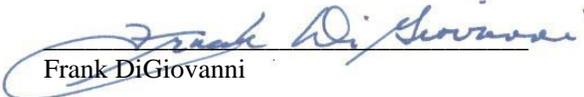
This is a reappointment of an existing member of the ICRA Board.

By reference to the attached, City Council is asked to re-appoint Diana Fender to the Community Redevelopment Agency (ICRA). Her attendance to meetings is very good and Ms. Fender's experience and institutional knowledge; plus her background in banking and community involvement, provides a benefit to the community.

***Recommended action***

Council is asked to motion, second and vote to re-appoint Diana Fender to the Community Redevelopment Agency (ICRA) for an additional term.

Thanking you for your attention in this matter.

  
Frank DiGiovanni

## **M E M O R A N D U M**

**TO:** Frank DiGiovanni, City Manager  
**FROM:** Bruce Day, Community Development Director  
**DATE:** April 26, 2016  
**RE:** **Reappointment to the ICRA - Diana Fender**

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### **REAPPOINTMENT**

Ms. Diana Fender has reaffirmed her commitment to board membership on the Inverness Community Redevelopment Agency. Staff's intent is for her to continue to serve as a member in good standing. Ms. Fender is familiar with the role and function of the ICRA and she has missed few meetings during her term.

Resulting from her contribution in guiding the ICRA through its 2015 expansion, Ms. Fender's experience and institutional knowledge is of lasting value to the City. Ms. Fender's background in banking, business engagement, and community involvement provide the necessary talents, abilities and qualifications for continuing benefit.

Numerous ICRA projects are on the forefront as described by the City's community redevelopment plan and capital improvements plan. The ICRA membership that initiated the projects will provide the most efficient path to implementation.

### **RECOMMENDATION:**

It is the recommendation by the Community Development Department that Ms. Diana Fender be reappointed to the Inverness Community Redevelopment Agency

## Agenda Memorandum – *City of Inverness*

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**DATE:** April 29, 2016  
**ISSUE:** Fire Department Education/Training Grant  
**FROM:** City Manager  
**CC:** City Clerk, Finance Director, Fire Chief  
**ATTACHED:** Grant Information  
Item Illustration & Description

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Reference is made to attachments.

Funding is available through a Federal program to promote fire safety. Grant funds may be used to purchase items to effectively enhance instructional training by City Fire Personnel when they visit local schools, students of any venue, members of homeowner associations in the City, and the general public. In addition, these items will be used to promote the qualities and service program benefits of being part of the City at events and beyond.

Total Grant submittal will be \$116,076 that carries a local (city) commitment of 5% or \$5804. This is a very favorable grant ratio. It is important to note that the current Fire Department Budget does not have funds to meet the local obligation. We do not expect an award to be announced before October 1, 2016, which will place this into next fiscal cycle, but if awarded before, we can always commit Council Contingency funds that are available with your approval.

***Recommended Action –***

**Motion, second and vote to support submittal of the Fire Prevention and Safety Grant as described.**

  
Frank DiGiovanni

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

## Request Details

To review other sections of your application, select the appropriate section from the pull-down menu above and then press the Go button. You may [edit this application](#) if you want to correct a mistake. **After you have reviewed all the sections and are satisfied with the information, please click on the Submit Application link on the left to complete your submission.**

**Note: Fields marked with an \* is required.**

Fire Prevention and Safety								
General Education/Awareness Project							Action	
General Education/Awareness - Capabilities Information							<a href="#">View Details</a>	
Project							Action	
General Education/Awareness-Public Education							<a href="#">View Details</a>	
In the space provided below, please provide a brief synopsis of the proposed project and then identify the specific goals and objectives of your project.								
The City of Inverness, Florida respectfully requests to improve its Fire Prevention Program. We are applying for funding in three key activity areas which will enable us to expand our fire prevention efforts and to be more effective reaching our target groups within the general population of Inverness, the immediate surrounding unincorporated areas and the City visitors. We propose to fund the cost of 114,000 with the 102,000 of federal funds and our match of 11,000. Our matching funds will come from community donations and general fund tax dollars.								
Item	Number of units for first 12 months	Cost per unit for first 12 months	Total Cost in first 12 months	Number of units for second 12 months	Cost per unit for second 12 months	Total Cost in second 12 months	Total Cost	Action
1. Fire prevention and safety prop	1	\$ 12,000	\$ 12,000	0	\$ 0	\$ 0	\$ 12,000	<a href="#">View Details</a>
2. Fire prevention materials	2000	\$ 1	\$ 2,000	2000	\$ 1	\$ 2,000	\$ 4,000	<a href="#">View Details</a>
3. Fire safety House	1	\$ 52,900	\$ 52,900	0	\$ 0	\$ 0	\$ 52,900	<a href="#">View Details</a>
4. Fire Extinguisher trainer	1	\$ 9,000	\$ 9,000	0	\$ 0	\$ 0	\$ 9,000	<a href="#">View Details</a>
5. shipping costs	1	\$ 1,400	\$ 1,400	0	\$ 0	\$ 0	\$ 1,400	<a href="#">View Details</a>
6. Shipping cost for FP robot	1	\$ 300	\$ 300	0	\$ 0	\$ 0	\$ 300	<a href="#">View Details</a>
7. Smoke detectors	900	\$ 15	\$ 13,500	0	\$ 0	\$ 0	\$ 13,500	<a href="#">View Details</a>
8. Hearing impaired smoke detector	100	\$ 150	\$ 15,000	0	\$ 0	\$ 0	\$ 15,000	<a href="#">View Details</a>
9. Fire prevention charactor costume	1	\$ 5,000	\$ 5,000	0	\$ 0	\$ 0	\$ 5,000	<a href="#">View Details</a>
10. Employ wages	120	\$ 10	\$ 1,200	0	\$ 0	\$ 0	\$ 1,200	<a href="#">View Details</a>
11. employee benenefits	120	\$ 4	\$ 480	0	\$ 0	\$ 0	\$ 480	<a href="#">View Details</a>
12. Back fill for employee	144	\$ 9	\$ 1,296	0	\$ 0	\$ 0	\$ 1,296	<a href="#">View Details</a>
<b>Total</b>			\$ 114,076			\$ 2,000	\$ 116,076	



Fire Extinguisher Demonstration & Practice



A robotic educational aid for children that has proven to be most effective. The figurine moves and “mouths” the spoken words of the instructor. A child’s attention span is captivated by the friendly robot and one’s retention of information is greatly improved.



The interior replicates sections of a normal house, and is designed to show what happens when a fire starts. Situational examples may be created to improve an understanding of “real-time” elements during a mishap or fire. One feature even allows the interior cabin to be filled with smoke to simulate conditions and for instructors to explain the best manner to remove themselves from danger or to take ‘cover’ until help arrives.

The “house” is used for students and adult instruction and a widely used amenity by Fire Departments.

## Fire Prevention & Safety Grants

This section contains eligible category information, grant awards, success stories, and program contacts. The information is for fire departments and eligible organizations interested in reducing death and injuries due to fire related hazards.

[> Expand All Sections](#)

### [▼ Overview](#)

The Fire Prevention and Safety (FP&S) Grants are part of the Assistance to Firefighters Grants (AFG) and support projects that enhance the safety of the public and firefighters from fire and related hazards. The primary goal is to reduce injury and prevent death among high-risk populations. In 2005, Congress reauthorized funding for FP&S and expanded the eligible uses of funds to include Firefighter Safety Research and Development.

[> FP&S Program Update](#)

[> System for Award Management \(SAM\) Registration is Required to Apply or Receive a Grant Award](#)

[> FP&S Research and Development \(R&D\) Grant Section Now Available](#)

[> Fire Prevention & Safety Program Videos](#)

[> FP&S Success Stories](#)

**Applicant Information**

* Organization Name	City of Inverness										
* Are you a Fire Department?	Yes										
* Type of Applicant	Fire Department										
If other, please enter the type of Applicant											
What kind of Fire Department do you represent?	Combination (Majority Volunteer)										
If you answered combination, above, what is the percentage of career members in your organization?	0.25										
* Are you a non-fire based EMS?	No										
* Type of community served?	Suburban										
<b>SAM.gov (System For Award Management)</b>											
* What is the legal name of your Entity as it appears in SAM.gov? Note: This information must match your <a href="#">SAM.gov</a> profile if your organization is using the DUNS number of your Jurisdiction.	City of Inverness										
* What is the legal business address of your Entity as it appears in <a href="#">SAM.gov</a> ? Note: This information must match your <a href="#">SAM.gov</a> profile if your organization is using the DUNS number of your Jurisdiction.											
<table border="1"> <tr> <td>* Mailing Address 1</td> <td>212 West Main Street</td> </tr> <tr> <td>Mailing Address 2</td> <td></td> </tr> <tr> <td>* City</td> <td>Inverness</td> </tr> <tr> <td>* State</td> <td>Florida</td> </tr> <tr> <td>* Zip</td> <td>34450 - 4855 <a href="#">Need help for ZIP+4?</a></td> </tr> </table>		* Mailing Address 1	212 West Main Street	Mailing Address 2		* City	Inverness	* State	Florida	* Zip	34450 - 4855 <a href="#">Need help for ZIP+4?</a>
* Mailing Address 1	212 West Main Street										
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* State	Florida										
* Zip	34450 - 4855 <a href="#">Need help for ZIP+4?</a>										
* <a href="#">Employer Identification Number</a> (i.e. 12-3456789) Note: This information must match your <a href="#">SAM.gov</a> profile.	59-6000342										
* Is your organization using the DUNS number of your Jurisdiction?	Yes										
* I certify that my organization is authorized to use the DUNS number of my Jurisdiction provided in this application. (Required if you select Yes above)	<input checked="" type="checkbox"/>										
* What is your 9 digit <a href="#">DUNS number</a> ?	093857340 (call 1-866-705-5711 to get a DUNS number)										
If you were issued a 4 digit number (DUNS plus 4) by your Jurisdiction in addition to your 9 digit number please enter it here. Note: This is only required if you are using your Jurisdiction's DUNS number and have a separate bank account from your Jurisdiction. Leave the field blank if you are using your Jurisdiction's bank account or have your own <a href="#">DUNS number</a> and bank account separate from your Jurisdiction.											

<p>* Is your <a href="#">DUNS Number</a> registered in <a href="#">SAM.gov</a> (System for Award Management previously CCR.gov)?</p>	<p>Yes</p>
<p>* I certify that my organization/entity is registered and active at <a href="#">SAM.gov</a> and registration will be renewed annually in compliance with Federal regulations. I acknowledge that the information submitted in this application is accurate, current and consistent with my organization's/entity's <a href="#">SAM.gov</a> record.</p>	<p><input checked="" type="checkbox"/></p>
<p>* Please describe your organization and/or community that you serve</p>	<p>Our city, Inverness, is a small community in central Florida located about 70 miles northwest of Orlando and 65 miles north of Tampa. It is located along a chain of Lakes that flow into the Withlacoochee River. Local legend attributes Inverness's name from a Scotsman that thought the area looked like the headlands and lochs of Inverness in Scotland. "Inver" is a Gaelic word meaning "mouth of the river". The City is the County Seat of Citrus County with a permanent population of just over 7,000 and an average daily population of close to 50,000, especially during the winter months when we receive a large number of visitors from states in the northeast. We are a low density residential community with a retirement and service -based economy. Our small city supports an award- winning downtown that has over 12 historically significant buildings dating from the time the City was incorporated in 1917. The downtown supports numerous active businesses that provide goods and services to residents and tourists who visit the City's parks and recreation trails. The wide variation in the City's population as the seasons change presents a challenge to our fire department. In the spring and summer months, when the City has few visitors from northern states, there are fewer fire rescue situations. But, in the fall and winter, when the population swells, we suddenly become a fire department that is tasked with protecting the lives and property of a much larger city. In addition, we have several multi-story buildings in our city that serve as permanent residences to the elderly. Many of these elderly residents are frail and require around the clock attention from their caregivers. It is a great challenge to have our firefighters well-trained and equipped to handle this predictable, yet unique burden of providing adequate, crucial protection throughout the year. As a small community with a significant number of retirees that live on fixed incomes, there is a very limited ability to increase local taxes to fund our essential fire department needs. Historically, our fire protection services have been provided by Citrus County. For the past 40 years we participated in a countywide fire service funded through a special tax district. This arrangement changed three years ago when the Citrus County Sheriff's Department began providing fire protection services, via agreement with county government, and defunded Inverness's special tax</p>

	<p>district and implemented both a Municipal Services Taxing District Unit (MSTU) and a Municipal Services Benefits Unit (MSBU). Unfortunately, this arrangement has not been satisfactory to us because of its high cost. So in 2015, Inverness opted out of participating in the County's newly formed MSTU and MSBU, and started its own fire department. The goal of this new arrangement is to maintain a high level of fire protection services, while lowering costs to the City's business interests and residents. Our new "fire department" consists of one fire chief, three full-time paid fire fighters, five part-time paid fire fighters, and eleven volunteer firefighters. Our inventory of buildings and equipment includes one fire station that was vacated by the County's fire department, two aging reserve firefighting service vehicles, The lack of proper gear and equipment is a significant problem that must be addressed to ensure the safety of our firefighters and citizens. It is our goal to properly develop, equip, and staff our new fire department so that firefighters are provided with the highest level of safety and protection currently available to protect the permanent and seasonal residents of this small, authentic, historic Florida town. We are hopeful that funding can help us achieve this goal.</p>
* What is the permanent resident population of your Primary/First-Due Response Area or jurisdiction served?	7420
* Do you currently report to the National Fire Incident Reporting System (NFIRS)? Note: You will be required to report to NFIRS for the entire period of the grant.	Yes
If you answered "Yes" above, please enter your FDIN/FDID	47011
Headquarters or Main Station Physical Address	
* Physical Address 1	105 S. Apopka
Physical Address 2	
* City	Inverness
* State	Florida
* Zip	34452 - 4855
* Mailing Address 1	212 West Main St.
Mailing Address 2	
* City	Inverness
* State	Florida
* Zip	34452 - 4855
Bank Account information	
* The bank account being used is: (Please select one from right)	Maintained by my Jurisdiction
Note: The following banking information must match your <a href="http://SAM.gov">SAM.gov</a> profile.	
* Type of bank account	Checking
* Bank routing number - 9 digit number on the bottom left hand corner of your check	265270413

*Your account number	5371000296
Applicant Budget	
* What is your department's operating budget (i.e., personnel, maintenance of apparatus, equipment, and facilities; utility costs; purchasing expendable items, etc.) for the current (at time of application) fiscal year and for the previous three <b>fiscal</b> years? Please indicate in the text box next to each of the budget figures what <b>fiscal</b> year that amount pertains to.	2016 Budget: 250000 Fiscal Year: 2015 Budget: 250000 Fiscal Year: 2014 Budget: 250000 Fiscal Year: 2013
* Financial Need: Why are you unable to fund this project without Federal assistance? How are the critical functions of your organization affected without this funding? Please provide the details of your current operating budget. Include information on efforts to obtain funding elsewhere and how similar projects have been funded in the past.	
<p>The firefighting and rescue operations of the City of Inverness Fire Department are funded solely by municipal tax revenues. Inverness Fire Department must compete for limited funds with other municipal departments to maintain its operational capabilities. Non-operational activities, such as fire prevention and community service activities are not funded through the City Budget. As a result, our fire prevention efforts, although consistently well received, depend entirely on community donations and our fund raising efforts. Our dependence on donated revenues has limited our ability to provide the comprehensive fire education program we need to reach all our target groups, and our limited resources have reduced the frequency of our educational efforts.</p>	
Additional Information	
* This fiscal year, are you receiving Federal funding from any other grant program for the same purpose for which you are applying for this grant?	No
* Is the applicant <u>delinquent on any federal debt</u> ?	No
* This fiscal year, are you receiving Federal funding from any other grant program regardless of purpose?	No
* If awarded, will your organization expend more than \$750,000 in Federal funds during your organization's fiscal year? If "Yes", your organization will be required to undergo an A-133 audit. Reasonable costs incurred for an A-133 audit are an eligible expenditure and should be included in the applicant's proposed budget. Please enter audit costs only once under any "Additional Funding" in the "Request Details" section of the application.	No
If you answered "Yes" to any of the additional questions above, please provide an explanation in the space provided below:	

## Agenda Memorandum – *City of Inverness*

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**DATE:** April 29, 2016  
**ISSUE:** Mill Avenue Demolition Projects  
**FROM:** City Manager  
**CC:** N/A  
**ATTACHED:** Aerial Map of Area

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This is distributed for informational purposes. No formal action by City Council is requested or necessary.

Several buildings on Mill Avenue have been removed by the relocation of Citrus United Basket (CUB), and one remains that will be demolished shortly.

The former Rembert House will be demolished once all items have been removed from the interior. We expect work to commence and complete during the month of June 2016.

This action is part of improving the removal of blight from the urban core, and to make way for further public investment that will support the emerging City on the Lakes Vision.

***Recommended Action*** –  
None

  
Frank DiGiovanni

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

Google Maps



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