

**AGENDA FOR REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF
INVERNESS, FLORIDA, VALERIE THEATRE, 207 COURTHOUSE SQUARE
November 1, 2016 - 5:30 PM**

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.

ENCLOSURES*

- 1) INVOCATION, PLEDGE OF ALLEGIANCE AND ROLL CALL**

- 2) PLEASE SILENCE ELECTRONIC DEVICES**

- 3) ACCEPTANCE OF AGENDA**

- 4) PUBLIC HEARINGS**
 - 4 - 10 a) Voluntary Contractor Registration - Ordinance* (2nd Reading)

- 5) OPEN PUBLIC MEETING**

The public is invited to express opinion on any item for this meeting or pending action at a future meeting of City Council.

- 6) PRE-SCHEDULED PUBLIC APPEARANCES**

- 7) MAYOR'S LOCAL ACHIEVEMENT AWARDS**
 - a) Proclamation Presentation - National American Indian Heritage Month

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8) CITY ATTORNEY REPORT

9) CONSENT AGENDA

11 - 12 a) Bill Listing *

Recommendation - Approval

13 - 18 b) Council Minutes - 10/18/16 *

Recommendation - Approval

19 c) AARC Board Reappointment - Kathy Thrumston*

Recommendation - Approval

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

20 - 24 a) Christmas Parade - FDOT Permit*

25 - 45 b) Bank of America Purchasing Card Renewal Contract*

46 - 48 c) Local Leadership Summit*

49 - 52 d) Fire Department Grant - Informational Only*

e) Other

11) COUNCIL/MAYOR SUBJECTS

12) NON-SCHEDULED PUBLIC COMMENT

13) ADJOURNMENT

a)

DATES TO REMEMBER

**AGENDA FOR REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF
INVERNESS, FLORIDA, VALERIE THEATRE, 207 COURTHOUSE SQUARE
November 1, 2016 - 5:30 PM**

The 45th Festival of the Arts Weekend

Saturday, November 5 & Sunday, November 6, 2016 from 9:30am -
4:30pm
Courthouse Square

Veterans Day Parade

Friday, November 11, 2016 at 10:00am
Downtown Inverness

Farm City Festival

Saturday, November 12, 2016 from 9:00am - 2:00pm
Liberty Park

Inverness City Council Regular Meeting

Tuesday, November 15, 2016 at 5:30pm
Inverness Government Center

Agenda Memorandum – *City of Inverness*

DATE: November 1, 2016
ISSUE: Voluntary Contractor Registration Program - Code of Ordinances Chapter 12
“Licenses, Business Taxes and Miscellaneous Business Regulations”
FROM: City Manager (Prepared by Bruce Day)
CC: City Clerk
Attached: Ordinance No. 2016- 722

Effective July 1, 2016, by action of the Florida Legislature, the City of Inverness Building Division eliminated the contractor registration program for contractors located outside the City. New 2016 state legislation (HB535) prohibits cities and counties from requiring a registration fee associated with providing proof of licensure as a contractor, recording a contractor license, or providing or recording evidence of workers' compensation insurance covered by a contractor. Registration for contractors, located in Inverness, is achieved through the business tax receipt program at no additional charge.

The contractor registration program will maintain a database of permit documentation for contractors, and will also serve our citizens by documenting licensure and insurance regarding companies that work on homes and businesses in the City. Residents often call the City to check if a potential contractor is registered. After stopping the program, numerous contractors expressed interest that they would gladly pay a fee in order to expedite the permit process and reduce their paperwork load.

Last year the mandatory program took in approximately \$8,000. We do not expect to equal that number, but wish to have the service available for those who voluntarily want it.

The Ordinance for consideration will structure the program to be fully voluntary, and is ready for adoption by City Council.

Recommended Action:

1. Motion and Second to read the Ordinance by title only
 - a. Clerk reads title
2. Open the Public Hearing
 - a. Those for; those Against
3. If the desire is to proceed, motion and second to adopt the Ordinance on second reading by roll-call


Frank DiGiovanni

ORDINANCE NO. 2016-722

AN ORDINANCE OF THE CITY OF INVERNESS, FLORIDA, AMENDING CHAPTER 12 OF THE CODE OF ORDINANCES, ENTITLED "LICENSES, BUSINESS TAXES AND MISCELLANEOUS BUSINESS REGULATIONS", BY AMENDING SECTION, 12-1, ESTABLISHING A VOLUNTARY CONTRACTOR REGISTRATION PROGRAM; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR MODIFICATION AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City Council has determined that creation of a voluntary contractor registration program would contribute to a more organized and efficient building permit program for the City.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Inverness, Florida, this ____ day of _____, 2016, as follows:

Section 1. AMENDMENTS TO CHAPTER 12, ARTICLE I

Section 12-1 is hereby adopted as more particularly set forth in Exhibit A which is attached hereby and made a part hereof.

Section 2. SEVERABILITY

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

Section 3. INCLUSION IN THE CODE OF ORDINANCES

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

Section 4. MODIFICATION

It is the intent of the Inverness City Council that the provisions of this Ordinance may be modified as a result of considerations that may arise during public hearings. Such modifications shall be incorporated into the final version of the Ordinance adopted by the Council and filed by the Clerk.

Section 5. 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 18th day of OCTOBER, 2016.

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

CITY OF INVERNESS, FLORIDA

By: _____
DAVID RYAN, President

ROBERT PLAISTED, Mayor

ATTEST:

SUSAN JACKSON, Interim City Clerk

Approved as to form and content:

LARRY M. HAAG, City Attorney

EXHIBIT A
TO ORDINANCE _____

Chapter 12 - LICENSES, BUSINESS TAXES AND MISCELLANEOUS BUSINESS REGULATIONS

ARTICLE I. - IN GENERAL

Sec. 12-1. - Out-of-town businesses transacting within the city.

Any person or business entity who does not maintain a permanent business or branch office within the City of Inverness, but who desires to transact business or engage in any occupation or profession hereinafter named within the city, shall, on the form provided, register with the city manager of the City of Inverness, or ~~his~~ designated representative.

Those businesses, professions and occupations required to be licensed by the Florida Department of Professional Regulation or any business entity applying for City issued permits shall submit a copy of their current Florida state license. Applicants for registration may also be required to submit proof of insurance and a copy of the license of that municipality or governmental subdivision in which a permanent business location is maintained. Such registration shall be accomplished prior to commencement of any business, profession or occupation within the city and ~~may~~ shall be subject to a voluntary registration fee ~~of twenty dollars (\$20.00), and~~ Such registration shall be valid from date of issuance to the next succeeding October first.

Contractors or other businesses that anticipate repeated application for City issued permits may voluntarily elect to pay a yearly information maintenance fee to keep business documentation on file in City records. City staff shall administer a program whereby the voluntary information maintenance fee is renewed in advance to be made effective on a fiscal year term basis. The annual voluntary information maintenance fee shall be that adopted by City Council.

All commercially licensed vehicles used for a business purpose requiring a license under this section shall have the name, address, phone number and state registration number (if applicable) displayed on the door of the driver's side of the vehicle. These numbers and/or letters shall be a minimum of two (2) inches in height.

PUBLIC NOTICE OF PROPOSED ENACTMENT

NOTICE is hereby given by the City Council of the City of Inverness, Florida that pursuant to Chapter 166.041 of the laws of Florida a Public Notice be given by the City Council of the City of Inverness that an ordinance entitled:

ORDINANCE NO. 2016 - 722

AN ORDINANCE OF THE CITY OF INVERNESS, FLORIDA, AN ORDINANCE OF THE CITY OF INVERNESS, FLORIDA, AMENDING CHAPTER 12 OF THE CODE OF ORDINANCES, ENTITLED "LICENSES, BUSINESS TAXES AND MISCELLANEOUS BUSINESS REGULATIONS", BY AMENDING SECTION, 12-1, ESTABLISHING A VOLUNTARY CONTRACTOR REGISTRATION PROGRAM; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR MODIFICATION AND, PROVIDING FOR AN EFFECTIVE DATE.

will be considered for final reading and adoption by the City Council. All interested parties may appear at the meeting and be heard with respect to the proposed Ordinances at 5:30 PM, November 1, 2016.

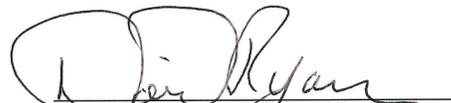
Copy of the proposed ordinance will be on file with and available for inspection by the public in the office of the City Clerk in the City Hall, 212 W. Main Street, Inverness, Florida, between the hours of 8:30 AM and 4:00 PM, Monday through Friday of each week.

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

This Notice is issued under my hand as the President of the City Council of the City of Inverness this 18th day of October, 2016.

Attest:


Interim City Clerk


President of City Council

Publish one time in the Citrus County Chronicle - Friday, October 21, 2016

Misc. Notices

Misc. Notices

Misc. Notices

8010-1021 FCRN
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Be advised that if any person or persons may wish to appeal a decision of the City Council of the City of Inverness, Florida, made at this meeting, a record of the proceedings will be needed by such person or persons and a verbatim record may be needed.

This Notice is issued under my hand as the President of the City Council of the City of Inverness this 18th day of October, 2016.

Attest: /s/ Susan Jackson /s/ David Ryan
Interim City Clerk President of City Council

Published one time in the Citrus County Chronicle - Friday, October 21, 2016

Oct. 21, 2016

CITY COUNCIL APPROVAL
DATE: 10/18/16

Agenda Memorandum – *City of Inverness*

DATE: October 18, 2016
ISSUE: City Code of Ordinances Chapter 12: Voluntary Contractor Registration Program
“Licenses, Business Taxes and Miscellaneous Business Regulations”
FROM: City Manager (Prepared by Bruce Day)
CC: City Clerk
Attached: Ordinance No. 2016- 722

Effective July 1, 2016, the City of Inverness Building Division eliminated the contractor registration program for contractors located outside the City. New 2016 state legislation (HB535) prohibits cities and counties from requiring a registration fee associated with providing proof of licensure as a contractor, recording a contractor license, or providing or recording evidence of workers' compensation insurance covered by a contractor. Registration for contractors, located in Inverness, is achieved through the business tax receipt program at no additional charge.

The contractor registration program will maintain a database of permit documentation for contractors, and will also serve our citizens by documenting licensure and insurance regarding companies that work on homes and businesses in the City. Residents often call the City to check if a potential contractor is registered. After stopping the program, we received comments from numerous contractors, expressing that they would gladly pay a fee in order to expedite the permit process and reduce their paperwork load. Last year the mandatory program took in approximately \$8,000. We do not expect to equal that number, but wish to have the service available for those who voluntarily want it.

The Ordinance for consideration will structure the program to be fully voluntary, and is ready for the 1st reading by City Council.

Recommended Action:

1. Motion, Second and Vote to read the Ordinance by title only
2. Clerk reads title
3. Deliberate, and if the desire is to proceed, motion and second to adopt the Ordinance on the first reading by roll-call

(If adopted on the 1st reading, a Public Hearing and second reading will be scheduled for the next meeting.)


Frank DiGiovanni



10/27/2016 09:05
siddings

CITY OF INVERNESS
CASH REQUIREMENTS REPORT

P 1
apcshreq

VENDOR DOCUMENT	INVOICE	VOUCHER	DESCRIPTION	DUE DATE	DUE 10/31/16
			TOTALS FOR ABSOLUTE AQUA SPORTS		2,000.00
			TOTALS FOR ACE HARDWARE CO OF INV INC		51.93
			TOTALS FOR AT & T MOBILITY NATIONAL ACCOUNTS LLC		648.57
			TOTALS FOR BOOMTOWN MEDIA, INC.		731.50
			TOTALS FOR TIME WARNER CABLE		497.52
			TOTALS FOR CDW GOVERNMENT		5,247.43
			TOTALS FOR CENTRAL FLORIDA GAS CO.		30.11
			TOTALS FOR CITRUS COUNTY CHRONICLE		509.34
			TOTALS FOR CITY TIRE OF INVERNESS		202.25
			TOTALS FOR KIMBERLY LEE COMMON		280.00
			TOTALS FOR DALE HENRY CREATIONS, INC.		1,200.00
			TOTALS FOR SHEILA DENSMORE		113.03
			TOTALS FOR DEPT OF BUSINESS & PROF REGULATION		980.01
			TOTALS FOR DUKE ENERGY		7,809.58
			TOTALS FOR PHILIP G. ESPOSITO		1,400.00
			TOTALS FOR FLORIDA CITY AND COUNTY MANAGEMENT		558.00
			TOTALS FOR FRISS, ROBERT KING		2,400.00
			TOTALS FOR GORMAN COMPANY		41.56
			TOTALS FOR MAILFINANCE INC		292.00
			TOTALS FOR HAWKINS, INC.		168.00
			TOTALS FOR A.C.M.S., INC		5,944.07
			TOTALS FOR INTEGRATED SYSTEMS OF FLORIDA INC		130.50
			TOTALS FOR KAY ENTERPRISES		1,521.10
			TOTALS FOR MACKLER GRAPHICS, INC.		305.00
			TOTALS FOR MANN-ICURE LAWN SERVICE AND LANDSCAPING		1,425.00
			TOTALS FOR RUBIN, RICHARD		500.00



10/27/2016 09:05
siddings

CITY OF INVERNESS
CASH REQUIREMENTS REPORT

P 2
apcshreq

VENDOR DOCUMENT	INVOICE	VOUCHER	DESCRIPTION	DUE DATE	DUE 10/31/16
			TOTALS FOR DANIEL M. MCGUINNESS		3,000.00
			TOTALS FOR MIGHTY MONGO INC		1,500.00
			TOTALS FOR OFFICE DEPOT INC		475.17
			TOTALS FOR PYROTECH FIREWORKS, LLC		4,000.00
			TOTALS FOR SAND/LAND OF FL ENTERPRISE INC		400.00
			TOTALS FOR SCHINDLER ELEVATOR CORPORATION		693.96
			TOTALS FOR SITEONE LANDSCAPE SUPPLY, LLC		1,074.15
			TOTALS FOR SS SOLUTIONS, LLC.		4,567.32
			TOTALS FOR SUMTER ELECTRIC COOPERATIVE INC		256.85
			TOTALS FOR SUNBELT RENTALS INC		587.00
			TOTALS FOR DIRECT RESPONSE COMMUNICATIONS INC		625.00
			TOTALS FOR TRI-CO COMMUNICATIONS, INC.		360.00
			TOTALS FOR UNIFIRST CORPORATION		108.51
			TOTALS FOR VERTEKS CONSULTING, INC		1,099.75
			TOTALS FOR WASTE MANAGEMENT OF CENTRAL FL		73,108.27
			TOTALS FOR WOODARD & CURRAN, INC		131,979.74
			TOTALS FOR WRIGHT EXPRESS		205.65
			REPORT TOTALS		259,027.87

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

October 18, 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 – *not present*
Councilwoman Bega
Councilman Hinkle
Mayor Plaisted

Also present were City Manager DiGiovanni, City Attorney Haag, Asst. City Manager Williams, Finance Director Chiodo, Community Development Director Day, and Interim City Clerk Jackson.

The Invocation was given by Councilman McBride 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 Hinkle. The motioned carried.

PUBLIC HEARINGS

4)a) Carry Forward Budget Funds - Resolution* with City Manager noting this is an annual exercise to amend the 2016/17 Budget and move existing unspent funds from one calendar fiscal cycle to the next without creating new spending or demands. All funds have been earmarked for specific purposes in prior year allocation. Sum total amount of all funds represents \$3,820,546 inclusive of Capital Projects, Utility, Cemetery and Impact Fees.

Defined use of funds: Government Plaza-\$95,490; Data Preservation-\$42,610; Sign Wayfinding-\$57,495; Security Cameras – IP-\$3,303; IGC Capital Maintenance-\$125,000; IGC Landscape Protection Plan-\$28,140; GIS System Development-\$15,000; Automation – Software-\$52,671; Data Backup System-\$15,000; PC Replacement Program-\$1,700; Computer Equipment-\$45,855; ICRA Storefront Façade Program-\$50,313; Downtown Kiosks-\$40,000; White Lake Industrial Plan-\$25,000; Medical Arts District Plan-\$17,500; Dampier Bldg. Refurbish/Demo-\$9,492; Visitor’s Center-\$31,000; CDBG Phase IV Streetscape-\$85,745; Street Pole Banners-\$10,000; Downtown Amenity Replacement-\$85,000; Speed Trailer Program-\$30,000; Storm Water Improvements-\$75,500; Zephyr Street Improvements-\$454,049; Bicycle Master Plan-\$25,000; Permanent/Portable Safety Items-\$35,047; Cooter Pond Theme Lighting-\$25,174; Cooter Pond Park Improvements-\$4,500; Mossy Oak Park Improvements-\$20,000; Solar Compacting Trash Cans-\$10,000; Wallace Brooks Park Playground-\$49,414; Valerie Theater Building-\$41,967.

Whispering Pines Park: Comfort Station Renovations-\$10,000; Playground/Fitness Trail-\$7,000.

Utility Fund: Water Modeling Analysis-\$81,100; Water Plant Chlorine Skid-\$25,000; Citrus Booster Control Center-\$77,324; Citrus Water Booster Pump-\$40,000; 581 MCC Upgrade Well #3-\$15,375; Water Plant Surge Protection-\$19,919; Wastewater Plant Permit Renew- \$18,900; Lift Station Lighting Installation-\$20,000; Utility Equipment Storage-\$50,000; Water Reclamation Wash Station-\$5,000; Master Lift Station-\$25,000; Lift Station Fencing-\$10,000; Lift Station Upgrade #24-\$26,190; Lift Station Three Phase Power-\$20,000; Sewer Plant Sidewalk-\$4,735; WWTP Fence and Security-\$15,000; Lift Station Pumps-\$15,328; Wastewater Infiltration Repair-\$30,000; Sewer Plant Surge Protection-\$48,119; Lift Station Safety Grates-\$10,000; Master Lift Station Generator-\$71,520; SCADA System-\$283,205; Lift Station Pump Units-\$15,000; Sewer Plant Equipment Upgrades-\$14,557; Sweetwater Pointe Water Project-\$337,631; Lift Station Rehabilitation-\$32,234; Fire Hydrant Maintenance-\$30,603; Water Line Extensions-\$60,000; Water Line Improvements-\$97,100; Utility Acquisition Project-\$41,442; Automated Meter Reading-\$81,465; Utility Lines – Highland Blvd-\$196,241; Sewer Line Replacements-\$89,005; Sewer Lateral Replacements-\$80,000.

Cemetery Fund: Cemetery Study.-\$83,950.

Impact Fee Fund: Zephyr Street Improvements-\$125,640.

Councilman McBride motioned to have the Clerk read Resolution 2016-21 by Title only. Seconded by Councilman Hinkle. The motion carried.

RESOLUTION 2016-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF INVERNESS, FLORIDA AMENDING THE ADOPTED BUDGET FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017, AMENDING THE, CAPITAL PROJECTS FUND, UTILITY FUND, CEMETERY FUND AND IMPACT FEE FUND REVENUES AND EXPENDITURES AND PROVIDING FOR AN EFFECTIVE DATE.

Councilman McBride motioned to adopt Resolution 2016-21 by roll-call vote. Seconded by Councilwoman Bega. Roll call vote was as follows: Councilwoman Bega, yes; Councilman Hinkle, yes; Councilman McBride, yes; President Ryan, yes. The motion carried.

OPEN PUBLIC MEETING

Bud Osborn questioned the status of the Zephyr Street project with City Manager DiGiovanni reporting storm water management is causing delays in the project should be complete within the next 2 to 4 weeks.

SCHEDULED APPEARANCES

None

MAYOR'S LOCAL ACHIEVEMENT AWARDS

7)a) Proclamation Presentation – “National Hospice/Palliative Care Month” - Mayor Plaisted presented the proclamation to Anna Neptune of Hospice of Citrus & the Nature Coast.

Proclamation Presentation – “Red Ribbon Week and National Bullying Prevention Month” - Mayor Plaisted presented both resolutions to Renea Teaster of the Anti-Drug Coalition of Citrus County. She spoke of the upcoming Unity Day Walk.

CITY ATTORNEY REPORT

None

CONSENT AGENDA

- a) Bill Listing*
 - Recommendation – Approval
- b) Council Minutes – 10/04/16*
 - Recommendation – Approval
- c) Proclamations –
 - The 45th Festival of the Arts Weekend*
 - National American Indian Heritage Month*
 - Recommendation – Approval

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

CITY MANAGER'S REPORT

10)a) Voluntary Contractor Registration – Ordinance (1st Reading)* was addressed with City Manager DiGiovanni explaining as of July 1, 2016, the City of Inverness Building Division eliminated the registration program for contractors located outside the City. State legislation (HB535) prohibits cities and counties from requiring a registration fee for providing proof of contractor licensure, recording a contractor license, or providing or recording evidence of workers' compensation insurance covered by a contractor. Registration for contractors, located in Inverness, is through the business tax receipt program at no additional charge. The contractor registration program will maintain a database of contractor permit documentation and will serve citizens by documenting licensure and insurance of companies working on homes and businesses in the City. A duly advertised public hearing will be scheduled for the next City Council meeting on November 1, 2016.

Councilwoman Bega motioned to have the Clerk read Ordinance 2016-722 by Title only. Seconded by Councilman McBride. The motion carried.

ORDINANCE 2016-722

AN ORDINANCE OF THE CITY OF INVERNESS, FLORIDA, AMENDING CHAPTER 12 OF THE CODE OF ORDINANCES, ENTITLED "LICENSES, BUSINESS TAXES AND MISCELLANEOUS BUSINESS REGULATIONS", BY AMENDING SECTION, 12-1, ESTABLISHING A VOLUNTARY CONTRACTOR REGISTRATION PROGRAM; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR MODIFICATION AND, PROVIDING FOR AN EFFECTIVE DATE.

Councilman Hinkle motioned to approve Ordinance 2016-722 on the 1st Reading by roll-call vote. Seconded by Councilwoman Bega. Roll call vote was as follows: Councilwoman Bega, yes; Councilman Hinkle, yes; Councilman McBride, yes; President Ryan, yes. The motion carried.

10)b) Fund Balance Designations – Resolution* noted the importance of maintaining adequate reserve fund balances. The Inverness community enjoys a constant stream of projects that are directly tangible to the financial stability that reserve funds provide.

With the start of each fiscal year, City Council designates available reserve fund balances to support specific elements of the community.

Fund Balance Designations

- Total General Fund: \$6,353,397
- Whispering Pines Park Fund: \$347,480
- Capital Improvement Projects Fund: \$1,432,356
- Utility Funds: \$4,912,802
- Cemetery Fund: \$550,645
- Transportation Impact Fees: \$525,645
- Road Improvement Fund: \$13,999
- Pension Assets: \$409,045
- ICRA Fund: \$60,156

Total City reserves, designations, and unreserved funds total \$14,605,525.

Councilman McBride motioned to have the Clerk read Resolution 2016-22 by Title only. Seconded by Councilman Hinkle. The motion carried.

RESOLUTION 2016-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF INVERNESS, FLORIDA ESTABLISHING FUND BALANCE RESERVE DESIGNATIONS FOR FISCAL YEAR 2017 AND PROVIDING FOR AN EFFECTIVE DATE.

Councilman Hinkle motioned to adopt Resolution 2016-22 by roll-call vote. Seconded by Councilman McBride. Roll call vote was as follows: Councilwoman Bega, yes; Councilman Hinkle, yes; Councilman McBride, yes; President Ryan, yes. The motion carried.

10)c) State Revolving Fund Loan* requested action provides no changes for the City, but the SRF program is moving its principle (cash) to other (fundable) programs. DEP wants to amend the SRF grant agreement that the City used to fund the Wastewater Treatment Plant and Recovery program. Outstanding debt principle has been reduced by some \$5,000,000 since 2009, and remains at \$9,279,278.14. The annual debt payment of \$104, 124 will continue until fully satisfied in July 2036.

Councilman McBride motioned to accept the modification loan agreement and authorize the Council President to execute the document. Seconded by Councilman Hinkle. The motion carried.

10)d) CRA Reimbursement Resolution* with City Manager stating that the mission and objective goal of the expanded Community Redevelopment Area (CRA) is to address deficiencies; plan and create improvement projects; invest, build and improve locations from blight into functional assets. The Capital Action Plan identified 16 major initiatives and was presented at a joint workshop on May 5, 2016. At its last meeting, the ICRA Board moved to secure Larson Consulting Services as Financial Advisor, and Akerman LLP as Bond Council, and adopted a Reimbursement Resolution to enable the recapturing of expenditures made prior to bond/loan proceeds becoming available. The Resolution allows for certain current and future expenditures to be reimbursed by bond proceeds once they become available and codifies that such reimbursements are tax exempt. This action by ICRA did not authorize or commit the City to the issuance of

bonds, but did authorize the CRA and City Finance and Project Team to proceed with the next steps of bond issuance and validation. An anticipated \$16.5 Million in debt proceeds is to fund designated projects, and not to exceed the life of the CRA.

10)e) Financial Consultant Presentation* by Jeff Larson was regarding financial diligence, steps moving forward, and discussion on the support and role of general government in the process. The importance of debt service is to jump start development of the City's Capital Action Plan. Tax Increment Financing will be a source of funding to support defined debt, and Mr. Larson explained the responsibility and involvement of City Council to back the repayment program. Councilwoman Bega questioned the type of bond with Mr. Larson confirming that it would be tax exempt municipal bonds. Councilman McBride asked about the total amount being referenced with Mr. Larson stating that a definite number has yet to be determined. President Ryan questioned the tax increment funding and shortfall being covered by reserves with Mr. Larson agreeing that would be the recommendation. City Manager DiGiovanni referenced various points of the presentation and the future of the Capital Action Plan moving forward for the positive, productive benefit of the entire community. Mr. Larson spoke of the selling of the bonds and the advantages of the financial stability of the City. Councilman Hinkle agreed with protecting the City financially. He referenced the 2008 City on the Lakes concept and the link to the Capital Action Plan.

10)f) Valerie Theatre Operations Agreement* was addressed with City Manager noting The Valerie Theatre facility is owned and funded by the City of Inverness. Programming, events and sponsorship program is being developed and administered by the Valerie Theatre Cultural Center 501c-3 Board. This action by City Council will not be final regarding this agreement. The City Attorney reviewed this and his comments have been incorporated as part of the language.

Councilman Hinkle motioned to accept the documents as composed and authorize it be sent to the Valerie Theatre Cultural Center Board, and for the Council President to sign following final action by the VTCC Board. Seconded by Councilman McBride. The motion carried.

10)g) Medical Marijuana* information was provided with City Manager noting an attempt in October 2014 for City Council to discuss possible regulations, location designations (land use regulations) and in general what you would like to have Ordinance language accomplish, did not go very well. The matter of Medical Marijuana will be voted on during the upcoming Election, requiring a 60% margin of approval that appears will happen. Various locations were discussed including current pharmacies, stores, etc. Councilmembers agreed that more information is needed before decisions regarding the aspects of dispensing of medical marijuana. Mayor Plaisted spoke of being in Colorado recently and an overabundance of stores specializing in distribution. Councilman McBride questioned the scope of authority and the possibility of not have dispensing within the City limits, with City Manager DiGiovanni stating if it is a legalized product it would be hard to prohibit. Councilwoman Bega does not agree with this being in the Constitution but realizes the benefits to people that truly need this for medical purposes. There needs to be more information and discussion, possibly during a workshop. Councilman Hinkle spoke of the addictive medications now and knows there are many

people in need of using medical marijuana. Council President Ryan spoke of PTSD and other needs for this product, with reservations regarding dispensaries.

10)h) November 1, 2016 Council Meeting Venue Change – Valerie Theatre with City Manager reminding all that the next Council meeting will be at the Valerie Theatre.

City Manager DiGiovanni additionally reported on the following:

- Recent Rails to Trails bike ride might possibly change the day to Saturday and spoke of the items handed out to the riders with Visit Crystal River advertised.
- Andy Houston will be at the November 15 Council meeting to discuss the inequity of Sheriff Services funding.
- CCSO Code Red system now includes notification of all City residents.
- Lightning Protection System for the water system has been installed.
- Digital water meter change will be completed in Rosemont Rolling Green.

Council President Ryan addressed the need to move forward regarding the City Clerk position and suggested he meet with Interim Clerk Jackson to discuss expectations and a working agreement for the Council to vote on. A meeting will be scheduled and results possible brought to the next Council meeting.

COUNCIL/MAYOR SUBJECTS

Mayor Plaisted spoke to the digital water meter reading and lightning protection. Looking forward to Friday Night Thunder and Cooter Festival.

Councilwoman Bega spoke of an internationally known fishing show to be filmed in Citrus County with Peter Miller. She does not recall the Rails to Trails coming to the TDC for funds for the bike ride. Spoke of excitement about the Capital Action Plan.

Councilman Hinkle agreed with the excitement about the future and the events happening. He spoke of grant funding and making things happen.

Councilman McBride requested a follow up on the advertising on Rails to Trails items.

President Ryan spoke to an upcoming intergovernmental meeting and points of discussion with the BOCC. He spoke of students getting involved in local government.

CITIZENS NOT ON AGENDA

None

Meeting adjourned at 7:21pm.

Interim City Clerk

Council President

Agenda Memorandum – *City of Inverness*

DATE: October 26, 2016
ISSUE: Reappoint Member to AARC
FROM: City Manager (Prepared by Bruce Day)
CC: City Clerk

Ms. Kathy Thrumston, a business owner in the City, has expressed interest to continue to serve in a volunteer capacity as a member of the Aesthetics and Architectural Review Committee (AARC.)

As an interior designer Ms. Thrumston brings a valuable level of expertise to the AARC membership. Her ability to frame design concepts into words aids board discussion. As an owner of an historic structure she has 1st hand experience with the maintenance and upkeep that is a part of historic preservation. Her experience, credibility and judgment are a resource to the City.

Recommended action -

If the board reappointment is desired, please motion, second and vote to reappoint Kathy Thrumston as a volunteer member to the Aesthetic and Architectural Review Committee to another four-year term.

Thanking you in advance for your attention to this matter.



Frank DiGiovanni

Agenda Memorandum – *City of Inverness*

DATE: October 28, 2016
ISSUE: Christmas/Holiday Season Parade Permit
FROM: City Manager
CC: Susan Jackson, Michele Tewell, Scott McCullough
ATTACHED: Citrus County Chamber Correspondence
FDOT Road Closure Permit Application

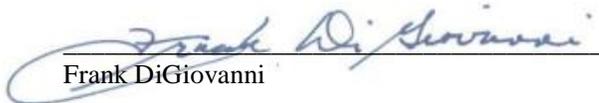
Reference is made to attachments.

Plans are mostly final for the upcoming Christmas Parade in downtown Inverness that will take place Saturday, December 10th, 2016, commencing at noon. Staging will be at Citrus High School as normally done.

Road closure of a State Highway requires a permit by FDOT, to include meeting minutes of a City Council meeting to confirm your knowledge and support of the closure and activity. Permit documents will be signed by the Sheriff and City Manager. FDOT is strict with this procedure and we will process paperwork following the action of City Council.

Recommended Action –

Motion, second and vote to acknowledge and support that FDOT highways 41/44 will be temporarily closed to accommodate the annual Christmas Parade on Saturday, December 10, 2016, from approximately 11:30am until 2:00pm.


Frank DiGiovanni

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



Oct 11, 2016

City of Inverness
Frank DiGiovanni, City Manager
212 W. Main Street
Inverness, FL 34450

Dear Frank,

Please find enclosed the road closure permit for the Inverness Christmas Parade on December 10, 2016. At your convenience, please sign where indicated and then forward to the Sheriff to have them sign. Upon completion of that, we request that the Citrus County Chamber be notified to pick up the documents.

If you have any questions, please do not hesitate to contact me! Thank you for attention in this matter.

Sincerely,

Kathleen Grady-Weil
Special Events Coordinator
Citrus County Chamber of Commerce

915 N. Suncoast Blvd., Crystal River, FL 34429 · 352-795-3149 · fax 352-795-1921 CitrusCountyChamber.com

TEMPORARY CLOSING OF STATE ROAD PERMIT

Date: 10/11/16

Permit No. _____

Governmental Entity

Approving Local Government <u>City of Inverness</u>	Contact Person <u>Frank DiGiovanni</u>
Address <u>212 W. Main Street, Inverness, FL 34450</u>	
Telephone <u>352-726-2611</u>	Email <u>administration@inverness-fl.gov</u>

Organization Requesting Special Event

Name of Organization <u>Citrus County Chamber of Commerce</u>	Contact Person <u>Kathleen Grady-Weil</u>
Address <u>915 N Suncoast Blvd., Crystal River, FL 34429</u>	
Telephone <u>352-795-3149</u>	Email <u>kathleen@citruscountychamber.com</u>

Description of Special Event

Event Title <u>Inverness Christmas Parade</u>	Date of Event <u>December 10th, 2016</u>
Start Time <u>12:00pm</u>	End Time <u>2:30pm</u>
Event Route (attach map) <u>SR-44, from County Bus Terminal, proceeding east to Highland Blvd.</u>	
<u>SR44 from MP 16.502 R to MP 17.626 R</u>	
Detour Route (attach map) <u>Traffic from US41 North and SR44 West will be detoured onto Montgomery Ave to the Highland Blvd Area to the intersection of US41 South and SR44 East (SR44 from MP 16.502 R to MP 17.626 R)</u>	

Law Enforcement Agency Responsible for Traffic Control

Name of Agency <u>Citrus County Sheriff's Department</u>
--

US Coast Guard Approval for Controlling Movable Bridge

Not Applicable <input checked="" type="checkbox"/>
Copy of USCG Approval Letter Attached <input type="checkbox"/>
Bridge Location _____

The Permittee will assume all risk of and indemnify, defend and save harmless the State of Florida and the FDOT from and against any and all loss, damage, cost or expense arising in any manner on account of the exercise of this event.

The Permittee shall be responsible to maintain the portion of the state road it occupies for the duration of this event, free of litter and providing a safe environment to the public.

Signatures of Authorization

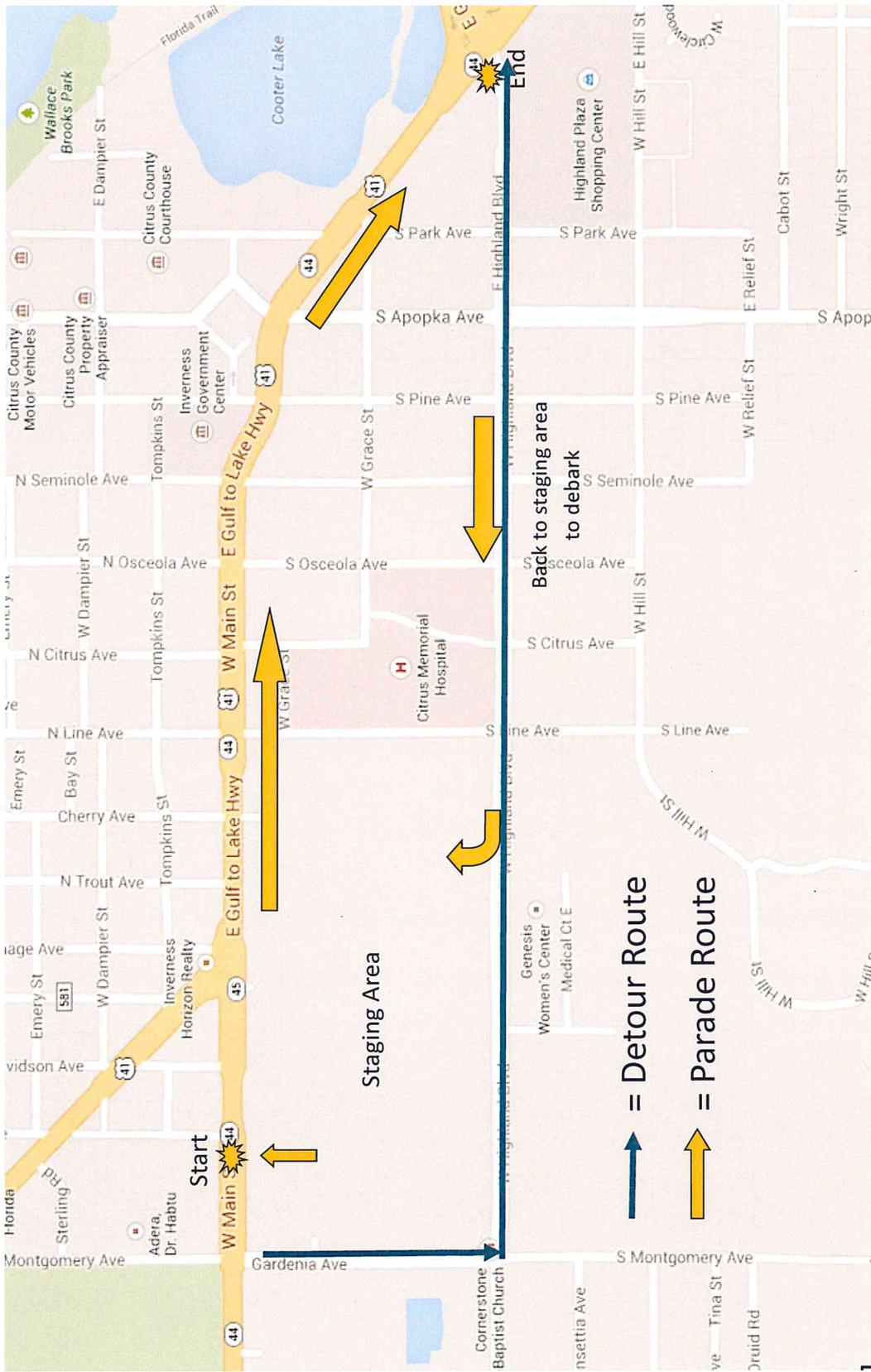
Event Coordinator <u>Kathleen Grady-Weil, Special Events Coordinator</u>	Signature <u><i>Kathleen M. Grady-Weil</i></u>	Date <u>10/11/2016</u>
Law Enforcement Name/Title <u>Jeffrey J. Dawsey, Sheriff</u>	Signature _____	Date _____
Government Official Name/Title <u>Frank DiGiovanni, City Manager</u>	Signature _____	Date _____

FDOT Special Conditions

_____ _____ _____

FDOT Authorization

Name/Title _____	Signature _____	Date _____
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2016 Inverness Christmas Parade Route

Inverness Christmas Parade
Traffic Officers

<u># of Officers</u>	<u>Location</u>
2	SR 44 West & Montgomery St.
1	SR 44 West & North Ella St.
1	US 41 North and Montgomery Ave.
1	SR 44 West & US 41 North
1	SR 44 West (Main) & Trout Ave.
1	Main St. & Cherry Ave.
1	Main St. & Line Ave.
1	Main St. & Citrus Ave.
1	Main St. & Osceola Ave.
1	Main St. & Seminole Ave.
1	Main St. & Pine Ave.
1	Main St. & Apopka Ave.
1	Main St. & Park Ave.
2	SR 44 East/ 41 South & Highland Ave
3	SR 41 South at Hill St.
1	Highland Blvd & S. Apopka Ave.
1	Highland Blvd & S. Line Ave
1	Highland Blvd & Entrance to Staging Area

Agenda Memorandum – *City of Inverness*

DATE: October 28, 2016
ISSUE: Bank Service Agreement Renewal – Purchase Card Program
FROM: City Manager
CC: Sheri Chiodo
ATTACHED: Memo by Sheri Chiodo
Bank of America Services Agreement for Purchase Cards

Reference is made to attachments.

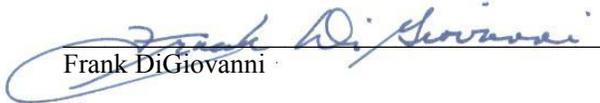
By authority of Florida Legislative State Contract, in September 2011, we entered into an Agreement with Bank of America for purchasing card program services. This is a single source arrangement that may be renewed in a five-year period that is being brought forward, with expiration date of January 5, 2021, (five years from the date of the State executing the documents).

Under this arrangement, Bank of America will continue providing Visa purchasing cards for authorized city employees, and additionally will furnish desktop software, training and technical support at no added cost.

Recommended Action –

Please motion, second and vote to renew the purchasing card program contract with the Bank of America Corporation, utilizing the State of Florida Purchasing Card Services Contract No. 973-120-97-1, and authorize the Council President to execute all documents to complete this transaction.

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


Frank DiGiovanni

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



FINANCE DEPARTMENT

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

Memorandum

To: Frank DiGiovanni, City Manager

From: Sheri Chiodo, Director of Finance

CC: Susan Jackson, Acting City Clerk

Paula Carnevale, Assistant Finance Director

Date: October 25, 2016

Reference: Contract for Services with Bank of America Corporation for purchasing card services.

The City of Inverness City Council contracted with the Bank of America for Purchasing Card Services by selecting the State Contract service #973-120-97 on September 6, 2011. The State of Florida issued a single source purchase to contract with the Bank of America Purchasing Card services on July 7, 1997 and has renewed said contract through January 5, 2016. The contract provides for local governments to participate to obtain purchasing card services.

It is time for the City to renew its contract with the State of Florida with an expiring date of January 5, 2021 (five years from the date of State signing).

Bank of America will continue to provide Visa purchasing cards for authorized employees, desktop software, training and technical support at no cost to the City. Additionally the City will be allowed to participate in the shared savings which will provide a rebate as identified in the table below:

Less than \$1 million in Net Purchase Volume	No Rebate
\$1,000,000 - \$3,499,999	110 basis points
\$3,500,000 - \$9,999,999	140 basis points
\$10,000,000 and greater	160 basis points

The City has had net purchase volume of less than \$1,000,000 annually; therefore, not qualifying for a rebate since inception of the program. With the development of the new purchasing policies this fiscal year, staff will be recommending mandatory/preferred vendor payments by credit cards for contracted vendors to facilitate the increased usage of the program.

Recommended Council Action:

Council motion and vote to renew the purchasing card program contract with the Bank of America Corporation utilizing the State of Florida Purchasing Card Services Contract No. 973-120-97-1 and authorize the Council President to execute all documents necessary to complete this transaction.

Exhibit F

**State of Florida Purchasing Card Program
Eligible User Agreement**

In accordance with State Term Contract No. 84121500-15-01

The State of Florida Department of Management Services (“Department” or “DMS”) has agreed that State Agencies and local government entities in the State of Florida (each an “Eligible User”) may utilize the purchasing card program of the State of Florida (“Purchasing Card Program”) as the basis for establishing a purchasing card program with an Eligible User.

This Eligible User Agreement (the “Agreement”) is entered into by City of Inverness (the “Eligible User”) and Bank of America (the “Contractor”) as of the date last signed by the parties (the “Effective Date”). By signing this Agreement, the Eligible User requests, and the Contractor agrees to provide to the Eligible User, the corporate purchasing card services set forth in State Term Contract number 84121500-15-01. Incorporated documents do not negate the provision of the Contract. Any product, service or maintenance provisions that do not comply with Florida law or require an Eligible User to indemnify the Contractor are invalid. The Eligible User and the Contractor agree as follows:

- A. All defined terms in the Contract apply to this Eligible User Agreement.
- B. By signing this Eligible User Agreement, the Eligible User and the Contractor agree to be bound by the terms of this Eligible User Agreement and the Contract in the performance of their obligations. By signing below, the Eligible User represents that a copy of the Contract has been provided or made available to it.
- C. With regard to Eligible User participation, the following applies:

1. Eligible User Warranties.

The Eligible User represents and warrants to the Contractor that:

- 1.1 it is an Eligible User, as defined under the Contract;
- 1.2 it is contracting for purchasing card services with the Contractor, and its performance of its obligations under this Agreement and the Contract will not violate any law, regulation, judgment, decree or order applicable to it; and
- 1.3 it desires to utilize the Purchasing Card Program (“Program”) of the Department as the basis for establishing a purchasing card program.

The Eligible User acknowledges and agrees that, notwithstanding anything to the contrary in the Contract, the Contractor will provide the Department and DFS with access to the following information: (i) Eligible User’s name and agreement to the provisions of the Contract and the Agreement; (ii) data related to the Eligible User’s Cardholder Transactions and use of the purchasing card program; and (iii) amount of rebate paid by the Contractor to the Eligible User under the Program.

Exhibit F

2. Contractor's Obligations.

2.1 Card Accounts. The Contractor will open Card Accounts, upon the Eligible User's request, which Cardholders may use to conduct Transactions for the Eligible User's business. All Transactions made on a Card Account are considered authorized by the Eligible User unless the Contractor receives, and has had a reasonable period of time to act upon, written notice from the Eligible User that the Cardholder is no longer authorized to use the Card or the Card Account.

At the Eligible User's request, the Contractor may also establish a Cardless Account. If an OEU so requests, the Contractor will provide to the Cardholder, at the address the OEU specifies, a Billing Statement reflecting the Cardholder's use of the relevant Card Account.

2.2 External Fraud. The Contractor will assume the financial liability for all external fraud if the Eligible User or Cardholder has not authorized or participated in the specific Transaction. If there is internal fraud or collusion, the Contractor will deliver misuse insurance provided by the card network to help the Eligible User with recovery from card networks.

3. Eligible User's Obligations.

3.1 The Eligible User shall use each Card Account solely for business purposes, and shall pay according to section 13, Exhibit C, Special Contract Conditions, for each Transaction, regardless of its purpose or whether the Eligible User signed a sales draft or received a receipt.

3.2 The Eligible User represents and warrants to the Contractor that each Cardholder is a current employee, or for OEU's, an employee or agent of the OEU. If a Cardholder ceases to be the Eligible User's employee or agent, the Eligible User must provide notice as soon as practicable and destroy or return to the Contractor as soon as practicable the Card allocated to that Cardholder.

3.3 The Eligible User will promptly furnish such financial and other information as the Contractor requests for the purpose of reviewing the Eligible User's ability to perform the Eligible User's obligations to the Contractor. Notwithstanding the foregoing, the financial information for State Agencies is located at:

http://www.myfloridacfo.com/aadir/statewide_financial_reporting/index.htm. The Eligible User represents and warrants that all information about the Eligible User, its employees, and agents is accurate and sufficiently complete to give the Contractor accurate knowledge of the Eligible User's financial condition.

3.4 The Eligible User and each Cardholder will check to ensure that the information on each new Card is correct, and the Eligible User will contact the Contractor if there is an error.

3.5 The Statewide Purchasing Card Administrator or OEU Eligible User must give Contractor prompt written notice of any addition, deletion or change of its Purchasing Card Administrator.

Exhibit F

3.6 The Eligible User is responsible for maintaining the security of its data outside the Contractor's or Contractor's vendors' systems. The Contractor is responsible for maintaining the security of the Eligible User's data on the Contractor's or Contractor's vendors' systems.

3.7 Compliance with Law. The Eligible User must comply, and ensure that its Cardholders and Transactions comply with all laws to which the Eligible User, the Cardholder or the Transaction may be subject, including all AML/Sanctions Laws. The Eligible User must provide all notifications or information necessary to allow the Contractor to comply with obligations under any AML/Sanctions Laws, including (if necessary) providing any information required to establish and verify the identity and background of any Cardholder. The Eligible User represents and warrants to the Contractor that the performance of its obligations will not violate any law or facilitate illegal transactions.

3.8 OFAC Covenant. The Eligible User covenants that it will not use or permit any Cardholder to use, any Card, Cardless Account, Cash Advance or Convenience Check to transact, lend, contribute, or otherwise make available funds to any Subsidiary, joint venture partner or other individual or entity ("Person"), to fund any disallowed activities of or business with any Person, in Cuba, Iran, North Korea, Sudan, Syria, or in any country or territory, that, at the time of such funding, is the subject of any Sanctions, or in any other manner that will result in a violation by any person (including any person participating in the transaction, whether as advisor, investor or otherwise) of Sanctions.

3.9 Credit Limit. The Contractor will establish one total credit limit for all Card Accounts issued to the Eligible User and all of its Cardholders. The Eligible User shall determine an individual credit limit for each Cardholder Account which is part of any of its Card Accounts issued to the Eligible User and all of its Cardholders. The individual credit limits for each Cardholder Account, when aggregated, may exceed the total credit limit for all Card Accounts issued to the Eligible User and all of its Cardholders. However, this will not increase the total credit limit. Upon the Eligible User's request and if approved by the Contractor, the Contractor may increase the total credit limit or any individual limit. The Contractor may decrease the total credit limit or any individual limit in its reasonable discretion with notification to the Eligible User as soon as practicable, but in no event later than the same date as the decrease.

3.10 Transactions Exceeding the Credit Limit. The Eligible User agrees not to incur obligations which would cause the total credit limit for all Card Accounts to be exceeded. The Contractor will make available online tools and standard reporting to monitor cardholder activity. If the Eligible User exceeds the total credit limit for all Card Accounts, the Contractor may refuse any Transactions on all Card Accounts. The Contractor also may require the entire balance owing on the most recent Billing Statement to be immediately due and payable before further use of Card Accounts. If the Eligible User's individual Card limit is exceeded and that individual Cardholder Account is individually billed, the Contractor may (i) refuse any Transactions applicable to that Cardholder Account until a payment is made to reduce the balance below the individual Cardholder's credit limit or until the Eligible User increases that Cardholder's credit limit; and (ii) charge the Eligible User a fee as set in the Schedule of Charges in Exhibit H.

Exhibit F

3.11 Currency Conversion. If an Eligible User or its Cardholders make a Transaction in currency other than U.S. dollars, Visa or MasterCard will convert the charge or credit into a U.S. dollar amount. The conversion rate on the processing date may differ from the rate on the date of your Transaction. The exchange rate used by Visa will either be (i) a rate selected by Visa from a range of rates available in wholesale currency markets for the applicable central processing date, which rate may differ from the rate Visa receives, or (ii) the government-mandated rate in effect for the central processing date. MasterCard will use an exchange rate of either (i) a wholesale market rate or (ii) a government-mandated rate.

3.12 International Transaction Fee. The Contractor may add a fee to the U.S. dollar amount of any Transaction that is made in a foreign currency (the "International Transaction Fee"). The International Transaction Fee is set in the Schedule of Charges in Exhibits G and H.

4. Disputes with Merchants and Suppliers.

4.1 Disputes with Merchants and Suppliers. The Contractor will have no liability for goods or services purchased with, or for a Merchant's or Supplier's failure to honor purchases made with a Card Account. If the Eligible User has any questions, problems or disputes concerning the quality of any goods or services purchased using a Card Account or Card, a purchase price discrepancy, warranty or other performance issues or any other purchase matter, the Eligible User must contact the Merchant or Supplier directly. The Eligible User may not rely on any claim or dispute concerning the purchase of goods or services using a Card Account or Card as a reason to avoid the Eligible User's payment obligations under the Contract. Notwithstanding the foregoing, when the Contractor processes any request for a Transaction refund through a card network on the Eligible User's behalf, which for the avoidance of doubt shall be processed in accordance with the operating rules and regulations of such card network, the Eligible User agrees that, in a dispute with a Merchant or Supplier, the Contractor will be subrogated to the Eligible User's rights and each Cardholder's rights against the Merchant or Supplier and the Eligible User will assign (and cause the Cardholder to assign) to the Contractor the right to assert a billing error against the Merchant or Supplier. The Eligible User will, and will cause the Cardholder to, do whatever is necessary to enable the Contractor to exercise those rights. The Contractor may reverse from any Card Account any Transactions relating to the dispute.

4.2 Authorization for Transactions. A Merchant or Supplier may seek prior authorization from the Contractor before completing a Transaction. If the Eligible User advises the Contractor in writing that the Eligible User desires to restrict Transactions to Merchants falling within certain categories the Contractor designates, to the extent consistent with the Statement of Work and the Contract, the Contractor will take reasonable steps to prevent authorization of Transactions from other types of Merchants. The Contractor, however, will not be liable to the Eligible User if Merchants or suppliers nonetheless accept a Card for other types of Transactions, or if authorization for a Transaction is not given. The Contractor may also refrain from authorizing a Transaction for any reason in the Contractor's reasonable discretion.

4.3 Forms of Consent. If a Transaction is made using a Card or a Card Account number, the Eligible User needs to consent to the Transaction (whether by a Cardholder giving consent or

Exhibit F

otherwise) so that the Contractor can make sure that it is genuine. A Transaction can be consented to by:

- i. using a Card with the relevant card PIN or a signature;
- ii. using the account number and other details requested;
- iii. presenting a Card to the supplier's terminal if the Transaction is made using contactless technology; or
- iv. such other means as the Department and the Contractor may from time to time agree.

The Contractor may deem Transactions which have not been consented to in one of the above manners to be unauthorized and the Contractor may decline to process such Transactions. This is in addition to any other rights the Contractor has to decline Transactions according to Eligible User Agreement Sections 4, 5.1, or 5.2 (disputes, authorizations and Unauthorized Use).

5. Lost or Stolen Cards; Unauthorized Use.

5.1 Authorization Denials. The Contractor may refrain from authorizing any Transaction:

- i. if the Contractor suspects that the Transaction is or might be fraudulent or unlawful or for the purpose of any fraudulent or unlawful activity;
- ii. if the Contractor suspects that the Transaction constitutes or might constitute Unauthorized Use as defined in Section (3)(yyy), Exhibit A, Definitions; or
- iii. if to authorize that Transaction would cause the Contractor to breach any law (including any AML/Sanctions Laws by which the Contractor must abide).

5.2 Failure to Authorize. Subject to applicable law, the Contractor will not be liable to the Eligible User if the Contractor fails to authorize or declines any Transaction for any reason. If a Transaction is not authorized or declined, the Eligible User may seek, and the Contractor will provide, reasonable assistance in investigating and resolving the declined or unauthorized Transaction.

5.3 Reporting a Loss, Theft or Unauthorized Use; Assisting with Investigations. In the event of a possible loss or theft of a card, or Card Account or possible Unauthorized Use, the Eligible User will give the Contractor notice as provided in section 10.6, Exhibit D, Statement of Work, or using the Solution. The Eligible User agrees to give the Contractor this notice as soon as reasonable after discovery of the known or suspected loss or theft or Unauthorized Use. If notice is provided and the Eligible User assists the Contractor in investigating the loss, theft or possible Unauthorized Use, then the Eligible User will not be liable for Transactions resulting from Unauthorized Use. If the Contractor has issued fewer than ten Card Accounts to the Eligible User, the Eligible User's liability for Transactions by a person who does not have actual, implied or apparent authority to use the Card, or Card Account and whose use does not result in a direct or indirect benefit to the Eligible User, will not exceed \$50 on each Card.

6. License to Use the Eligible User's Marks.

Upon the Eligible User's request, the Contractor may place the Eligible User's trademark, trade name, service mark and/or designs ("Eligible User's Marks") on the Cards consistent with

Exhibit F

section 10, Exhibit D, Statement of Work. The Eligible User will provide the graphics to the Contractor in sufficient time to allow for review and approval by the Contractor and, if necessary, the respective card network. The Eligible User or the State, as applicable, grants to the Contractor a non-exclusive license to use, during the term of the service, Eligible User's Marks on the Cards.

7. Convenience Checks.

In the event the Contractor provides Convenience Checks with regard to an OEU Card Account, the Convenience Checks may not be used to make payment on the Card Account. The Contractor may pay a Convenience Check and post its amount to the Card Account regardless of any restriction on payment, including a Convenience Check that is post-dated, that states it is void after a certain date or that states a maximum or minimum amount for which it may be written. Once paid, Convenience Checks will not be returned to the OEU or the Cardholder.

If an OEU wishes to stop payment on a Convenience Check, it must call the Contractor at the customer service number shown on the Billing Statement and provide such information as the Contractor requests or is required under the relevant User Documentation. The Contractor will stop payment if the request is received on or before the Business Day on which the Contractor would otherwise pay the Convenience Check. The date on which the Contractor would pay a Convenience Check may be prior to the date it would post to the Card Account. A stop payment order will remain in effect for up to six months.

8. Cardless Accounts; Accounts not in Name of Individual.

The Contractor may establish a Cardless Account or establish a Card Account with a designation which is not an actual individual, including, without limitation, designation of a vehicle identification number, license number, department name or "Authorized Representative" on the Card Account if requested by the Eligible User. The Eligible User may provide the number associated with the Cardless Account to its Cardholders. The Eligible User agrees to be solely responsible for the use of any such Cardless Account or Card Account, including, without limitation, any Unauthorized Use. The Contractor will however assist the Eligible User with any disputed transaction as described in Section 4.

9. Statements and Payment.

Exhibit F

For Eligible Users see section 13, Exhibit C, Special Contract Conditions. For OEUs, see Sections 9.1 – 9.5.

9.1 Issue of statements. The Contractor will provide to the Card Administrator, or other person the OEU designates in writing, a Billing Statement which will identify each Transaction posted during the billing cycle and the date of the Transaction. The Billing Statement will also list any applicable fees and charges for a Service. If the OEU has requested a Card Account for travel and entertainment Transactions, the Contractor will provide, upon the OEU's request, an additional copy of the Billing Statement covering such use of the relevant Card Account to the appropriate Cardholder at the address which the OEU or the Cardholder provides to the Contractor. The OEU agrees that the Contractor may provide Billing Statements or make Billing Statements available by electronic means, including by way of electronic mail or a Website.

9.2 Review of statements. On the OEU's receipt of a Billing Statement, the OEU must review it and notify the Contractor by telephone (using the appropriate telephone number set out in the Billing Statement), electronic mail, or other method that may be agreed upon by the parties of any Transaction appearing on that statement which the OEU considers may have resulted from any Unauthorized Use. The OEU must give this notice as soon as practicable but in any event not later than 60 days after the OEU receives the Billing Statement. If the OEU opts to have individual statements sent to individual Cardholders, the OEU must ensure that each relevant Cardholder complies with the provisions of this Section 9.2. Subject to the requirements of any applicable laws, if the OEU does not (or if a relevant Cardholder does not) give the Contractor notice in accordance with this Section 9.2, the Contractor may not be liable to refund any amounts relating to that Transaction.

9.3 Payment of statement amount. The OEU will pay, or ensure that the relevant Cardholder pays on the OEU's behalf, to the Contractor the total amount shown as due on each Billing Statement on or before the Payment Due Date shown on the statement. If the Contractor does not receive payment in full by the specified due date, in addition to its other rights, the Contractor may assess a late fee and finance charge as set in the Schedule of Charges for the OEU in Exhibit H. The OEU has no right to defer any payment due on any Card Account. For the avoidance of doubt, if individual billing applies, the Contractor will collect from the OEU for any amount due which is not paid by a Cardholder.

9.4 Service fees. The OEU will pay the Contractor for a Service set in the Schedule of Charges in Exhibit H.

9.5 Account identification. If an OEU or any Cardholder makes any payment to the Contractor in connection with a Card Account, it must, or ensure that the Cardholder must, at the same time provide the Contractor with either the account number or the Card number. The Contractor shall not be liable for any delay in crediting any such payment or recording any Transaction, where this information is not provided to the Contractor in accordance with this Section 9.5.

10. Termination.

Exhibit F

10.1 All terminations are contingent on written notice. The following events may be the basis for termination for default:

10.1.1 If an Eligible User fails to pay when due undisputed charges totaling at least two months' charges under the Contract and fails to make such payment within fifteen (15) days after receipt of written notice of non-payment from the Contractor referencing this section, and stating that the Contractor intends to terminate the Eligible User Agreement for nonpayment, then the Contractor may terminate the Agreement as of the date specified by the Contractor in a separate written notice of termination. This notice is contingent on prior completion of a dispute resolution process between the parties.

10.1.2 If an Eligible User fails to comply with any material law or regulation controlling its operation, including AML or Sanctions Law, the Contractor has the right to file a notice of termination immediately, which notice shall specify the asserted non-compliance and attach supporting evidence.

10.1.3 If an Eligible User materially breaches any of the terms and conditions of this Agreement, and does not cure or commence a cure of the breach within 30 days of written notice, then the Contractor has the right to file an immediate notice of termination contingent on prior completion of a dispute resolution process between the parties.

10.2. If an Eligible User experiences a material adverse change in the Eligible User's financial condition and the Eligible User's ability to perform its obligations under the terms of the Eligible User Agreement are negatively impacted, then the Contractor may terminate the specific Eligible User Agreement after providing written notice referencing this section and stating that the Contractor intends to terminate the Eligible User Agreement as of a date specified in the notice of termination. This notice is contingent on prior completion of a dispute resolution process between the parties.

10.3 Upon any termination of an Eligible User Agreement, the Eligible User will immediately destroy, and will instruct all Cardholders to immediately destroy, all Cards. The Eligible User's responsibility to pay for all undisputed Transactions regarding each Card Account will continue until the Eligible User notifies the Contractor to close the Card Account or until the Eligible User pays for all Transactions entered into before the Contractor closes the Card Account to future use, whichever occurs later. The Contractor and the Eligible User shall settle all outstanding liabilities and all claims arising out of such termination. After termination, the Eligible User and all Cardholders will make no new Transactions on any Card Account. If, however, the Eligible User makes such Transactions, the Eligible User will be liable for each of them. These obligations will continue after a service the Eligible User is using has been terminated.

11. Receipts Imaging Service.

The OEU may elect to use the Contractor's receipts imaging service whereby the OEU will send copies of its transaction receipts, and the Contractor will electronically store those receipts (the "receipts imaging service"). It is the OEU's obligation to send the Contractor legible copies of transaction receipts. The OEU acknowledges and agrees that the Contractor will not review the transaction receipts and that the OEU is responsible for retaining the original receipts. The Contractor will not be liable for damages if the images are illegible or blank or for failure to

Exhibit F

provide copies by a given time or for failure to provide copies the Contractor is not reasonably able to provide. Images will be made available to the OEU by website at such times as may be set forth in the applicable User Documentation or as otherwise established by the Contractor. There is no charge for this service.

12. Notices.

Any notice required or permitted to be given under this Eligible User Agreement or the Contract from one party to the other will be in writing and will be given and deemed to have been given when actually received, if hand delivered, delivered by telephonic facsimile transmission equipment and confirmed by telephone, with and original mailed or hand-delivered thereafter or mailed by certified or registered mail with postage prepaid to the Party or their successor at the address specified as follows:

i. Eligible User: City of Inverness
 212 W. Main Street
 Inverness, FL 34450

ii. Contractor: Bank of America
 P.O. Box 28
 Norfolk, VA 23510

For overnight delivery send to:
Bank of America
Commercial Card: Floor 11
3 Commercial Place
Norfolk, VA 23510

Routine notices given by Contractor to the Eligible User, such as transaction details, changes in terms required by systems updates or payment card network changes and any reasonable notice required by the Contractor's licenses or schedules, may be delivered by electronic mail to the address provided by the Eligible User. Either party may change the address to which notices are to be delivered by giving to the other party not less than ten (10) Business Days prior written notice thereof.

13. Information Security/Data Protection.

Data Security requirements are described in section 7, Exhibit C, Special Contract Conditions. The following are policies of the Contractor:

13.1 Overall Data Security Regulations. As a financial institution, the Contractor is required to comply with the information security standards of, as applicable, the Gramm Leach Bliley Act and the regulations issued thereunder the Fair and Accurate Credit Transactions Act and the regulations issued thereunder; the Federal Financial Institutions Examination Council (FFIEC) criteria; the Interagency Guidance on Response Programs for Unauthorized Access to Customer Information and Customer Notice; the US Securities and Exchange Commission; FINRA; the NASD; and other federal statutory, national and international legal and regulatory requirements. The Contractor is evaluated regularly for compliance with these obligations by

Exhibit F

various US and international regulators, including, the US Office of the Comptroller of the Currency, as applicable.

13.2 Security and Confidentiality. The Contractor maintains an information security policy that: contains appropriate administrative, technical, and physical safeguards designed to protect against Information Security Events; conforms as required to the requirements of applicable data protection laws; and sets forth policies and procedures that are consistent with, to the extent applicable to the Services, PCI DSS standards, the card networks' rules and regulations; and Financial Services Industry Best Practices.

13.3 Organizational Security. All information is stored in the United States for programs in the United States and Canada.

13.4 Human Resources Security. The Contractor takes reasonable steps to ensure that its Workforce is aware of their obligations in the provision of the Services and applicable data protection laws, including that any unauthorized processing or disclosure of the Personal Data may lead to disciplinary action under their contract of employment or other contractual arrangements. Prior to receiving access to Personal Data, the Workforce and any Extended Workforce will receive appropriate security awareness training and recurring security awareness training at appropriate intervals. The access rights of the Contractor's Workforce with access to the Contractor's Information Processing System(s) or media containing Personal Data are removed upon termination of their employment, contract or agreement, or adjusted upon change of job function.

13.5 Physical and Environmental Security. Contractor protects all areas that contain Information Processing System(s) or media containing Personal Data by the use of security controls deemed appropriate by the Contractor.

13.6 Information Security Event Management. The Contractor maintains an incident response plan that addresses handling of Information Security Events. In accordance with such incident response plan, the Contractor will:

Provide Eligible User prompt, but in no event later than two (2) Business Days of becoming aware thereof, notice of any Information Security Event documented and verified by the Contractor as part of its standard incident response process that involves, or which the Contractor reasonably believes involves, the unauthorized access, use or disclosure of Eligible User's Personal Data.

Such notice shall, to the extent the Contractor is legally allowed, summarize in reasonable detail the Information Security Event and the corrective action taken or to be taken by the Contractor, if known at that time. The Contractor will promptly take all corrective action deemed necessary or appropriate by the Contractor at no additional charge to the Eligible User.

13.7 Security Assessments. The Contractor permits the Eligible User's representatives to perform one annual on-site or written assessment of the security controls used at the

Exhibit F

Contractor's data processing and business facilities. Also such assessment may be requested after an Information Security Event. Such assessments will be performed during regular business hours, at a date and time agreed to by both Parties, and will not require access to Information Processing System(s). Such assessments will be subject to the Contractor's security policies, procedures, and restrictions, including restrictions on access to data centers, the ability to perform hands-on testing, and copying of certain materials.

The Contractor scans internal and external facing Information Processing System(s) with applicable industry standard security vulnerability scanning software (including network, server, application and database scanning tools) at a minimum once per month and perform mitigations that the Contractor deems appropriate to address issues identified.

The Contractor performs a comprehensive application penetration test and security evaluation of all websites used to store, access, or process Personal Data prior to use and at least annually thereafter.

Exhibit F

IN WITNESS WHEREOF, the parties hereby execute this Eligible User Agreement as of the Effective Date.

City of Inverness

Bank of America, N.A.

Eligible User

Signature: _____

Signature: _____

Name: David Ryan

Name: Jeri Winkleblack

Title: Council President

Title: Vice President

Date: November 1, 2016

Date: _____

Schedule of Fees, Charges and Rebates

Other Eligible Users

Authorized initials: _____

Date: _____

EXHIBIT H

I. GENERAL PRODUCT FEES AND CHARGES

General Fees	
Annual Card Fee	Waived
Logo Fee:	Fee Waived
Unique Custom Design Fee	As quoted
Return Payment Fee	Waived
International Transaction Fee	2% of USD amount*
Expedited Card Delivery Fee	<ul style="list-style-type: none"> ➤ U.S. Mail/Bulk Mail (Default)=No Fee ➤ Overnight=\$35.00
Overlimit Fee	Waived
Corporate Billed Fees	
Late Fee (assessed 3 days after cycle date when account is past due) <i>(Assessed as a % of the past due amount for the current month's charges and any unpaid balances)</i>	Pursuant to Section 218.70-218.80, Florida Statutes
Cash Advance Fee	2.5% of transaction amt (\$5 min/no max)
Individual Billed Fees	
Late Fee (assessed 3 days after due date when account is past due)	Pursuant to Section 218.70-218.80, Florida Statutes
Cash Advance Fee	2.5% of transaction amt (\$5 min/no max)

If you make a transaction in currency other than U.S. dollars, Visa or MasterCard will convert the charge or credit into a U.S. dollar amount. The conversion rate on the processing date may differ from the rate on the date of your transaction.

The exchange rate used by Visa will either be (i) a rate selected by Visa from a range of rates available in wholesale currency markets for the applicable central processing date, which rate may differ from the rate Visa receives, or (ii) the government-mandated rate in effect for the central processing date. MasterCard will use an exchange rate of either (i) a wholesale market rate or (ii) a government-mandated rate. We may add a 2% fee to the U.S. dollar amount of any transaction that is made in foreign currency or that is made outside the United States even if you pay in U.S. dollars (the "International Transaction Fee").

II. ELECTRONIC PRODUCTS SCHEDULE OF FEES AND CHARGES

Reporting and Data

Works	Fee Waived
Payment Center	Fee Waived
Data File Feeds To Customers / Third Parties:	
<ul style="list-style-type: none"> • Statement Billing File • EDI 811 • Visa Commercial Format (VCF) • MC Commercial Data Format (CDF) • 1099 & Socioeconomic Reporting 	Fee Waived
Visa Intellilink	\$4,166

END OF SCHEDULES I AND II

EXHIBIT H

III. US SCHEDULE OF REBATES

(Cycle and Grace Days)

REBATE DEFINITIONS

Capitalized terms, which are not defined in this Section III have the meanings ascribed in the applicable Card Agreement.

“Calculation Period” means the twelve (12) month period commencing on the first day of the month after Bank receives a fully executed original of the Agreement and thereafter, each subsequent twelve (12) month period.

“Credit Losses” means any balances which remain unpaid by Other Eligible User, Participant or a Cardholder six (6) billing periods after the closing date on the Billing Statement in which the Transactions, fees and charges appeared for the reporting period.

“Cycle Days” means the number of days from the start of the billing period to the Billing Statement date.

“Grace Days” means the number of days after the Billing Statement closing date within which payment is due.

“Large Ticket Interchange (LTI) Transactions” means certain transactions which, based upon the type of merchant and/or transaction dollar amount, are subject to a Visa or MasterCard large ticket interchange program, as determined by and amended by Visa and MasterCard from time to time.

“Rebate Multiplier” means the multiplier corresponding to the Standard Transactions volume, Cycle Days and Grace Days as set forth in the Standard Transactions Rebate Multiplier Table below.

“Standard Transactions” means the Transaction Volume not meeting the criteria for Large Ticket Interchange Transactions.

“Total Credit Losses” means, for any Calculation Period, the sum of (i) Bank’s Credit Losses on the Card Accounts for the Calculation Period and (ii) Bank’s Credit Losses on the Card Accounts for any previous Calculation Period which have not been applied against any rebate payable under the Agreement.

“Transaction Volume” means, for any Calculation Period, the total dollar amount of purchase Transactions made with the Cards during the Calculation Period, less the total dollar amount of: returned purchases, credit adjustments, Transactions resulting from Unauthorized Use, and disputed charges. Cash advances and Convenience Checks are not included in Transaction Volume.

REBATE CONDITIONS

During the Calculation Period, the program must meet all of the following conditions in order to qualify for a rebate:

- i. Other Eligible User and Participant pay Bank the total amount of the new balance shown as due on each Billing Statement on or before the Payment Due Date; and
- ii. Other Eligible User and Participant complied with terms in this Agreement; and
- iii. Calculation Period Transaction Volume meets the minimum volume requirement as set out in the Standard Transactions Rebate Multiplier Table; and
- iv. The Agreement has not been terminated by either party prior to the completion of a rebate calculation period.
- v. The four conditions above, together being the “Rebate Conditions”.

EXHIBIT H

REBATE CALCULATION AND PAYMENT

In the event that all of the above Rebate Conditions are met with respect to the Calculation Period, Bank will pay a rebate to Other Eligible User, which shall be calculated at the end of the Calculation Period in accordance with the Standard Transactions Rebate Multiplier Table and using the following equation:

$$((\text{Transaction Volume for Standard Transactions} \times \text{Rebate Multiplier}) + (\text{Transaction Volume for Large Ticket Interchange Transactions} \times \text{LTI Rebate Multiplier}) - \text{Total Credit Losses})$$

The Standard Transactions rebate multiplier will be determined based on the Calculation Period cumulative total of all Standard Transactions volume.

Payment of any rebate will be made by ACH credit or other means determined by Bank, within ninety (90) days following the end of the Calculation Period.

Should one or more of the above Rebate Conditions not be met, Bank will be under no obligation to pay any rebate, although Bank may, in its sole discretion, determine to pay a rebate in an amount determined by Bank. Bank's payment of a rebate in such circumstance will in no way obligate Bank to pay a rebate with respect to any subsequent Calculation Period.

OEU Annual Spend (\$)	Basis Points to OEU
1,000,000 - 3,499,999	110 basis points*
3,500,000 - 9,999,999	145 basis points*
10,000,000 - 17,999,999	165 basis points*
18,000,000 - 24,999,999	168 basis points*
25,000,000 - 39,999,999	170 basis points*
40,000,000+	171 basis points*
OEU earns on LTI spend	55 basis points
<p>*Based on a 30/14 cycle and grace.</p> <ul style="list-style-type: none"> • For a 30/25 cycle and grace, reduce basis points by 6 points. • For OEU program spend exceeding \$10 million, faster speeds of pay are available: <ul style="list-style-type: none"> ○ For a 30/7 cycle and grace, add 3 basis points. ○ For a 14/7 cycle and grace, add 5 basis points. 	

Nothing in these schedules are intended to state a term for the Agreement. For the avoidance of doubt, any period of time set forth in the Schedules applies solely to pricing terms, but only to the extent the Agreement has not been terminated as set forth in the Agreement.

EXHIBIT H

Notwithstanding anything to the contrary in the Agreement or any of its Schedules all fees, charges and rebates are subject to change upon 60 days' prior written notice to you if, in connection with us providing this card program, or any Services to you:

- i. An event external to us increases the cost or decreases the revenue to us;
- ii. There is any decrease to the interchange rates paid to us by a card network; or
- iii. There is an increase to funding costs due to interest rate changes;
- iv. There is any deterioration in your financial condition

END OF US SCHEDULE III

EXHIBIT H

IV. ACKNOWLEDGEMENT

By signature of an authorized representative(s), you agree to the terms and conditions of this Schedule of Fees and Charges presented herein. This form must be signed in ink by an authorized representative(s) and submitted with the original signature to your Bank representative.

OTHER ELIGIBLE USER

Bank of America, N.A

City of Inverness

[OTHER ELIGIBLE USER NAME]

By: _____

(Signature)

David Ryan

Name: _____
(Print or Type)

Council President

Title: _____
(Print or Type)

November 1, 2016

Date: _____

By: _____

(Signature)

Jeri Winkleblack

Name: _____
(Print or Type)

Vice President

Title: _____
(Print or Type)

Date: _____

Agenda Memorandum – *City of Inverness*

DATE: October 27, 2016
ISSUE: Community Elected Leadership Summit II
FROM: City Manager
CC: Susan Jackson
ATTACHED: Email by Randy Oliver
BOCC Agenda Item

The Board of County Commissioners discussed and agreed to organize a second Community Elected Leadership Summit. The selected date will be Friday, January 20, 2017, from 9:00 AM to 3:00 PM, at the College of Central Florida.

The School District confirmed their attendance, and City Council is asked to comment on who may wish to attend. The County asks that we reply by November 4th.

Recommended Action –

Discuss the item and identify by comment who plans to attend.
No formal vote is necessary.


Frank DiGiovanni

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

Thursday, October 27, 2016 at 2:41:14 PM Eastern Daylight Time

Subject: Community Elected LEadership Summit Tentatively Schedule for Firday, January 20, 2017
Date: Wednesday, October 26, 2016 at 5:39:42 PM Eastern Daylight Time
From: Randy Oliver
To: Frank DiGiovanni, DBurnell@crystalriverfl.org
CC: Cynthia L. Oswald
Attachments: Scan.pdf

Frank and Dave:

The Board of County Commissioners has asked that we schedule another Community Elected Leadership Summit like was held last year for Friday, January 20, 2017 from 9:00 AM to 3:00 PM at the College of Central Florida.

The School District has already confirmed and the location has been secured. A copy of the Agenda item to be considered at the November 15th meeting is attached for your reference. We would like to confirm that representatives from your respective Council's would be available and willing to participate.

Consequently, I would appreciate your checking with them and getting back to me next week. If you have any questions or I can be of further assistance please feel free to contact me.

Sincerely,

Randy

Page 1 of 1



Item No.:	
Date:	
Approved for Agenda:	

AGENDA MEMORANDUM

FROM:	Commissioner Ronald E. Kitchen
SUBJECT:	Citrus Elected Leadership Summit
AGENDA DATE:	November 15, 2016

BRIEF OVERVIEW:

Discussion of a Community Elected Leadership Summit with the School Board and the City of Inverness and Crystal River Council members to be held on January 20, 2017 at the College of Central Florida Conference Center beginning at 9:00 a.m.

Last year the Citrus County Board of County Commissioners held a summit with the School Board and Council members of the Cities of Crystal River and Inverness at the College of Central Florida. The meeting was informative, productive and enhanced cooperation and interaction between the parties.

It is common practice for the hosting entity to provide lunch for this type of event. The County's purchasing Administrative Regulation (AR) states the County can provide "food and refreshments...in or on the grounds of county-owned or county-controlled facilities or properties". While this event meets the intent of the AR, because the event is being held at the College rather than at a County facility, Board approval is required. It is recommended that the County's purchasing card be used to purchase food and supplies not to exceed \$500.

The meeting will be advertised in accordance with State Law and the Public is welcome to attend, however, there will be no Open to the Public.

BUDGET IMPACT/FUNDING SOURCE:

Account No.	Account Title	Current Budget	YTD Expenditures	Encumbrances	Available Balance
					\$0

RECOMMENDED ACTION:

- a. Direct staff to schedule and coordinate the Community Elected Leadership Summit for January 20, 2017, from 9:00 a.m. to 3:00 p.m. at the College of Central Florida Conference Center.
- b. Approve use of a purchasing card to purchase food and supplies for the January 20, 2017 Community Elected Leadership Summit not to exceed \$500.

Agenda Memorandum – *City of Inverness*

October 28, 2016

TO: Elected Officials
FROM: City Manager (Prepared by Eric Williams & Joe Campfield)
SUBJECT: Assistance to Fire Fighters Grant (AFG) - Verbal
CC: Susan Jackson, Joe Campfield, Sheri Chiodo

The Inverness Fire Department (IFD) experienced success in securing Federal Grant monies to purchase equipment and educational/training materials. We were recently awarded over \$60,000 for equipment purchases with no match from the City.

The Assistance to Firefighters Grant Program (AFG) has issued a Notice of Funding Availability (NOFA) with a deadline for submittal being November 11, 2016. The IFD will be submitting two applications: one for a new specialized Quint Type Truck (hybrid fire apparatus that is a combination of ladder, rescue, and class A pumper), and a second application for equipment and training for the department. Below is a breakdown of requested funds for the two applications.

Application 1		Federal Share	City Share 5%
Aerial apparatus	660,000		
Personnel Training	2000		
Fringe est.	400		
Travel est.	600		
Construction	5000		
TOTAL	\$668,000	\$636,191	\$31,809

Application 2		Federal Share	City Share 5%
Equipment			
2 IDLH Monitor	3000		
Thermal Camera	6000		
2 RIT pack/cylinder	12,026		
Portable radios	30,000		
Haz-Mat Decon/clean-up	5000		
Vehicle Extrication Eq.	30,000		
Monitor/Defibrillator	13,000		
Modify Facility	49,490		
PPE SCBA units	85,800		
TOTAL	\$234,316	\$223,159	\$11,157

This AFG program requires a 5% local match on awarded items. If both grants are awarded, the total budget impact will be \$31,809, to secure \$869,350.00 for equipment/training purposes. This grant cycle will not affect this year's budget and will be factored as part of the Fiscal Year 2017-18 appropriation.

This is being brought forward for informational purposes and does not require formal action by City Council.

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


Frank DiGiovanni



