

**AGENDA FOR REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF
INVERNESS, FLORIDA, VALERIE THEATRE, 207 COURTHOUSE SQUARE,
INVERNESS, FL 34450
December 2, 2025 - 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) PLEASE SILENCE ELECTRONIC DEVICES**
- 2) INVOCATION, PLEDGE OF ALLEGIANCE**
- 3) ROLL CALL**
- 4) ACCEPTANCE OF AGENDA**
- 5) PRE-SCHEDULED APPEARANCES / RECOGNITIONS**
 - a) Valerie Player's Donation — Addition to Joe Brannen Donation
 - b) Festival of the Arts Committee and Volunteer Appreciation
- 6) PUBLIC HEARINGS / WORKSHOPS**
- 7) OPEN TO THE PUBLIC**

The public is invited to speak. (Speaking time limit: Individual - 3 minutes; Group/Organization - 5 minutes)
- 8) CITY ATTORNEY REPORT**
- 9) CONSENT AGENDA**
 - a) Bill Listing*
 - b) Council Minutes* - 11.18.2025

**AGENDA FOR REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF
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INVERNESS, FL 34450
December 2, 2025 - 5:30 PM**

10) CITY CLERK'S REPORT

11) CITY MANAGER'S REPORT

- a) 104 East Dampier Office Lease
- b) Interlocal Agreement for Fire Automatic and Mutual Aid
- c) Project and Program Updates
 - Light Up Liberty and Holiday Events
 - WPP Workshop 12/17/25 5:30pm
 - North Apopka Medians - Texas Palm Decline
 - Other

12) MAYOR & COUNCIL SUBJECTS / REPORTS

- a) Mayor Plaisted
- b) Councilwoman Bega
- c) Councilwoman Hepfer
- d) Councilwoman Lizanich
- e) Councilman Davis
- f) Councilman Craig

13) NON-SCHEDULED PUBLIC COMMENT

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

14) ADJOURNMENT

- a) **DATES TO REMEMBER**
 - Movie Night in the Park - Elf
Friday, December 5, 2025 @ 6:00pm
Liberty Park

 - Market at the Depot
Saturday, December 6, 2025 from 9:00am – 2:00pm
Depot Pavilion

 - Light Up Liberty
Saturday, December 6, 2025 from 4:00pm – 8:00pm

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Liberty Park

Inverness City Council Regular Meeting
Tuesday, December 16, 2025 @ 5:30pm
IGC – Council Chambers

CASH REQUIREMENTS REPORT

VENDOR	DOCUMENT	INVOICE	VOUCHER	DESCRIPTION	DUE DATE	DUE 09/30/26
		TOTALS FOR ACE HARDWARE CO OF INV INC				877.27
		TOTALS FOR APEX OFFICE PRODUCTS INC				162.56
		TOTALS FOR AQUA TRIANGLE 1 CORP				564.30
		TOTALS FOR AUTOZONE				247.58
		TOTALS FOR TIME WARNER CABLE				1,281.96
		TOTALS FOR CENTRAL AUTO AND TRUCK PARTS, INC.				223.93
		TOTALS FOR GAY, MARGARET				477.00
		TOTALS FOR CENTRAL MATERIALS CO INC				230.84
		TOTALS FOR EMBARQ FLORIDA, INC				82.12
		TOTALS FOR CITRUS COUNTY BOARD OF COMMISSIONER				112,484.75
		TOTALS FOR CITRUS COUNTY CHRONICLE				32.14
		TOTALS FOR CITRUS COUNTY UTILITIES				2.13
		TOTALS FOR CITRUS EQUIPMENT REPAIR				719.03
		TOTALS FOR CITY TIRE OF INVERNESS				193.19
		TOTALS FOR CORE & MAIN LP				18,559.40
		TOTALS FOR COWART, RONALD J.				58.31
		TOTALS FOR CROWN AWARDS, INC.				237.62
		TOTALS FOR HEATHER DREHER				147.96
		TOTALS FOR DUKE ENERGY				18,631.70
		██				████████
		TOTALS FOR GORMAN COMPANY				422.26
		TOTALS FOR M.J. DONOVAN ENTERPRISES, INC				4,396.00
		TOTALS FOR HAVRE, CAROL J.				55.00
		TOTALS FOR JUSTIN HAZEN				747.80
		TOTALS FOR NORTH AMERICA FIRE EQUIPMENT COMPANY				153.00
		TOTALS FOR OFFICE DEPOT INC				6.49
		TOTALS FOR AUTUM PROCTOR				350.00

CASH REQUIREMENTS REPORT

VENDOR DOCUMENT	INVOICE	VOUCHER	DESCRIPTION	DUE DATE	DUE 09/30/26
			TOTALS FOR PRONTO CLEANERS INVERNESS		42.33
			TOTALS FOR QUICK CARE MED, PL		660.00
			TOTALS FOR RENTAL OF INVERNESS, INC.		84.00
			TOTALS FOR SITEONE LANDSCAPE SUPPLY, LLC		1,018.71
			TOTALS FOR SNAPPY POPCORN CO INC.		140.00
			TOTALS FOR SUMTER ELECTRIC COOPERATIVE INC		9,992.53
			TOTALS FOR SWANK MOTION PICTURES, INC		600.00
			TOTALS FOR SYSCO USA I, INC.		786.64
			TOTALS FOR TINSLEY ELECTRIC		212.00
			TOTALS FOR ULINE, INC.		2,178.35
			TOTALS FOR UNIFIRST CORPORATION		445.46
			TOTALS FOR W.W. GRAINGER, INC.		484.40
			TOTALS FOR X-STREAM-CLEAN LLC		900.00
			REPORT TOTALS		178,888.76

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

***Please note: Redacted items are credit balances owed to COI by vendors - thus not payable and not included on report

November 18, 2025
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 Davis
Vice President Lizanich
Councilwoman Bega
Councilwoman Hepfer
Councilman Craig
Mayor Plaisted

Also present were City Manager Williams, City Attorney Hartley, Staff Members, and City Clerk Jackson.

The Invocation was given by Mayor Plaisted 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 Councilwoman Lizanich. The motion carried.

PRE-SCHEDULED APPEARANCES

5)a) Proclamation Presentation – Farm City Week with Mayor Plaisted presenting a proclamation to Marti Ward, a vital member of the planning committee.

5)b) Joe Brannen – Helping Families in Need Donation presented a check to the City of Inverness for \$10,000 to aid families who are having difficulty paying their utility bills. He also spoke of his family’s history in Inverness, was Tompkinsville when family members came here. He referenced Brannen Bank and the upcoming 100th anniversary.

PUBLIC HEARINGS / WORKSHOP

6)a) Resolution 2025-12 FY 2025 Budget Amendment – End of Year* with Finance Director Koter stating this process will amend the FY2025 Budget to correct and adjust various departmental contracts, operational expenditures, and capital projects. The total amount represented an increase of \$88,888 to the City’s Fiscal 2025 budget. The increase is a result of amendments and transfers within the General, ICRA, Capital Projects, Utility, Cemetery, and Impact Fee Funds. **The Public Hearing was opened. Councilwoman Hepfer motioned to have the Clerk read Resolution 2025-12 by Title only. Seconded by Councilwoman Lizanich. The motion carried.**

RESOLUTION 2025-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF INVERNESS, FLORIDA AMENDING THE ADOPTED BUDGET FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025, AMENDING THE GENERAL FUND, ICRA FUND, CIP FUND, UTILITY FUND, CEMETERY FUNDS ,

AND IMPACT FEE FUND, REVENUES AND EXPENDITURES AND PROVIDING FOR AN EFFECTIVE DATE.

No one spoke for or against the Resolution.

The Public Hearing was closed. Councilwoman Hepfer motioned to adopt Resolution 2025-12, as presented, by roll-call vote. Seconded by Councilwoman Lizanich. Roll call vote was as follows: Councilwoman Bega, yes; Councilwoman Hepfer, yes; Councilman Craig, yes; Councilwoman Lizanich, yes; President Davis, yes. The motion carried.

6)b) Resolution 2025-13 FY 2026 Budget Amendment – Carry Forward* with Finance Director Koter stating this process will amend the FY2026 Budget to correct and adjust various departmental contracts, operational expenditures, and capital projects. The budget amendments and transfers included within are to move existing unspent funds from prior Fiscal Year 2025 to the new Fiscal Year 2026. The carry forwards include major CIP projects including two septic to sewer projects and the Whispering Pines Park Entrance. Total amount being amended represents an increase of \$17,684,791 to the City's Fiscal 2026 budget. The funds to be carried forward are within the ICRA Fund, CIP Fund, and Utility Fund. The Public Hearing was opened. **Councilwoman Lizanich motioned to have the Clerk read Resolution 2025-13 by Title only. Seconded by Councilwoman Bega. The motion carried.**

RESOLUTION 2025-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF INVERNESS, FLORIDA AMENDING THE ADOPTED BUDGET FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2025 AND ENDING SEPTEMBER 30, 2026, AMENDING THE ICRA FUND, CIP FUND, AND UTILITY FUND, REVENUES AND EXPENDITURES AND PROVIDING FOR AN EFFECTIVE DATE.

No one spoke for or against the Resolution.

The Public Hearing was closed. Councilwoman Bega motioned to adopt Resolution 2025-13, as presented, by roll-call vote. Seconded by Councilwoman Hepfer. Roll call vote was as follows: Councilwoman Bega, yes; Councilwoman Hepfer, yes; Councilman Craig, yes; Councilwoman Lizanich, yes; President Davis, yes. The motion carried.

OPEN PUBLIC MEETING

Sandy Levin spoke of the Festival of the Arts and it was the best ever. Referenced the live broadcast and partnering with the City, downtown businesses, and the radio station. Detailed all of the activities for families and thanked all for attending.

Bonnie Anderson spoke of coordinating the hands-on activities at the Festival, with origami and bead bracelets were very popular. Thanked the artists for participating, and the artists were thankful there were no fees to participate. Presented this year's community weave to the City.

DeeVon Quirolo with the Sierra Club Adventure Coast Group requested the City adopt a rainy season fertilizer ordinance and provided details and effects. This would help reduce run off into the waterways. Spoke of suggested aspects that should be included in the ordinance.

Maxine Connor with the Florida Springs Council also spoke of the effects on local waterways and why the rainy season fertilizer ordinance is needed.

Karen Esty thanked Mr. Brannen for his generosity. Spoke of the Festival of the Arts, future security of the Inverness Government Center, etc. The Whispering Pines Park new entrance groundbreaking was great. Spoke of proposed legislation regarding developments.

Paul Hertensen commended the City of showcasing the turtles around town and thinks they are the most photographed art in Citrus County. Reminded the City that the second treatment is due for the turtles to protect them from the elements.

CITY ATTORNEY REPORT

None

CONSENT AGENDA

- a) Bill Listing*
 - Recommendation – Approval
- b) Council Minutes* – 11/04/2025
 - Recommendation - Approval

Councilwoman Hepfer motioned to accept the Consent Agenda. Seconded by Councilwoman Lizanich. The motion carried.

CITY CLERK'S REPORT

None

CITY MANAGER'S REPORT

11)a) Annual Road Improvement RFP 2026-01-PW Bid Award with Asst. City Manager Calascione stating this project consists of approximately three miles of assessment, pavement design, milling and resurfacing, and minor drainage improvements. The project will include roadwork on Forest Drive, Highlands Boulevard, Montgomery, and several other connecting streets throughout the City. The City will utilize the favorable bid pricing secured for the project to incorporate the restoration of the Inverness Government Center (IGC) parking lot, with expenditures to be funded from the approved CIP project listed as IGC Parking Lot. Lochner Engineering has presented an estimate for Construction Engineering Inspection (CEI) services not to exceed \$25,825.61. A Request for Proposals and sealed bids were received on October 30, 2025: Superior Asphalt Inc. - \$1,235,001.00; CW Roberts - \$1,250,815.34; Pave-Rite Inc. - \$1,191,833.41; Florida Asphalt & Concrete - \$1,757,650.13; and Art Walker Inc. - \$2,455,286.63. **Councilwoman Hepfer motioned to award RFP 2026-02-PW to Pave-Rite Inc. in the amount of \$1,191,833.41 and approve the transfer of \$116,833.41 from**

the Infrastructure Reserve if necessary and authorize the City Manager to execute the Agreement, Notice of Intent to Award, Notice to Proceed, and manage change orders to the project. Seconded by Councilwoman Bega. The motion carried.

11)b) Architectural Concept and Professional Services – Inverness Government Center Lobby with Asst. City Manager Calascione stating in August of this year, Council approved the engagement of WGI, Inc., one of the City's contracted engineering firms, to draft a concept for upgrades to the Inverness Government Center's lobby and Council Chambers. Before Council tonight is WGI's proposed concept for the lobby portion of the project and their scope of work proposal for the design of the lobby. The proposed lobby concept includes new exterior entry doors, a new reception desk, a metal detector, a new ADA ramp and steps, and a security wall with interior, access-controlled doors. City Manager Williams noted the front doors will be changed and the artwork will return after renovations are completed. The proposed scope of work for the lobby design includes architectural design services, mechanical, electrical, and plumbing (MEP) engineering design services (to yield 100% design plans), bidding package assistance, and construction administration services. The scope of work totals \$68,500. **Councilwoman Bega motioned to approve the proposed concept for the IGC lobby as presented and approve the scope of work for full design of the lobby portion of the project and associated services from WGI, Inc. in the amount of \$68,500. Seconded by Councilman Craig. The motion carried.**

11)c) City's Impact Fee Program Update with City Manager Williams stating Impact Fees are one-time charges levied by local government on new development to pay for the cost of new or expanded public infrastructure and services required by the new growth. Impact fees assessed by the City of Inverness include: 1) Transportation; 2) Fire; 3) Parks; those assessed by the Citrus County include: 4) School; 5) Library; 6) EMS; 7) Law; and 8) Public Buildings. These fees were designed to ensure that new development, not existing residents, pays for the infrastructure it requires. The fees cannot be used for operations and maintenance on existing facilities and may only be used for new infrastructure or expansion of existing facilities. A road impact fee cannot be used to re-surface an existing road, but it can be used to add an additional lane for example. Impact fees must meet the criteria of the dual rational nexus test to be considered legal. This means that impact fees must have a reasonable connection (rational nexus) between 1. The proposed new development and the need for additional capital facilities; and 2. The expenditure of funds and the benefits accruing to the proposed new development. The City did not propose any increases to the three categories of fees it collects. **Councilwoman Hepfer motioned to confirm the presented approach to the City's impact fee program. Seconded by Councilwoman Lizanich. The motion carried.**

11)d) Project/Program Updates (*Verbal*)

- WPP Workshop proposed date is December 17 at 5:30pm.
- IGC Lease with BOCC and City meeting with staff and a cost breakdown was provided. Approx. \$2,500/monthly for the space.

- Former Manning's Bar Property deed has been received and spoke with the neighboring business and agreed to a temporary use letter from the City for use by the business.
- Holiday Season spoke of generosity to the community, referencing Mr. Brannen. Spoke of the December 2 meeting and various events.
- Other included Congressman Bilirakis efforts of being awarded \$715,000 for a ladder truck for the Inverness Fire Department. Fire Chief Bessler announced a burn ban for the City due to dry conditions.
- Great appreciation to the Festival of the Arts and no charge for the artists to participate this year. Noted the public art benches that will be added at HCA. Spoke of assistance from Councilwoman Lizanich for a potential skate park and basketball at Wallace Brooks Park with a proposed design to come.

COUNCIL/MAYOR SUBJECTS

Mayor Plaisted recognized the citizens that attend the meetings. Spoke of Veterans Day and that Max Schulman did a great job with the parade. The groundbreaking for the Whispering Pines Park new entrance was exciting. Praised Congressman Bilirakis for cares for veterans and for Inverness. Thank Joe Brannen for the donation. Great weather for the Festival of the Arts. The Olde Fashion Christmas will be 2 days after Thanksgiving, starting at 5:00pm.

Councilwoman Bega stated Congressman Bilirakis has been wonderful to the City and was overwhelmed with the donation by Mr. Brannen.

Councilwoman Hepfer stated Joe Brannen is an amazing person and how Congressman Bilirakis loves Inverness. Enjoyed the Festival of the Arts, how family friendly the interactive activities were so popular. This is a Small Town Done Right.

Councilwoman Lizanich stated the Festival of the Arts was amazing and how the community weave has become a family tradition. Questioned a lock on the Liberty Park playground and spoke of upcoming CCCCCF meeting.

Councilman Craig enjoyed a great weekend and noted how hard the staff work. Spoke of the Withlacoochee State Trail. The set up for the Festival of the Arts was great, the event was successful with a great format. The TDC has new software and referenced a partial report. Spoke of Cooterween and how Inverness is drawing people and getting noticed.

Council President Davis thanked the staff and the citizens who attend the Council meetings. Proud to live in this Small Town Done Right.

CITIZENS NOT ON AGENDA

Debbie Wheatley spoke of the new sign at Whispering Pines Park and how it reflexes the charm of the City. She appreciated the budget information. Thanked Mr. Brannen for the donation for needy families, and Congressman Bilirakis for the funding of a ladder truck for the fire department. Enjoyed the groundbreaking for the new Whispering Pines Park entrance on 41N.

Max Schulman spoke of the recent Veteran's Day parade and events and thanked all who were involved. Stated his agreement with a fertilizer ordinance and spoke of microplastics.

Meeting adjourned at 7:15 p.m.

City Clerk

Council President

Agenda Memorandum - *City of Inverness*

December 2, 2025

TO: Elected Officials
FROM: Eric Williams, City Manager
SUBJECT: 104 East Dampier Office Lease
CC: Susan Jackson, City Clerk, Alexis Koter, Finance Director, Rob Pell, Public Works Director
Enclosures: 1. 25_26 RM_Lease

The City enjoys mutually beneficial lease relationships with a number of local, state, and federal entities for the use of City owned properties. Pending the results of the upcoming December 9 special election for the District 11 Florida Senate seat, candidate Ralph Massullo has engaged with the City to locate his potential future office within the City of Inverness at 104 East Dampier Street.

This evening Council is being asked to consider review and approval of the enclosed lease for a term commencing December 15, 2025 through October 30, 2028. This is a great location/opportunity for the City, and we look forward having the space leased as presented.

Recommended Action –

1. Allow staff to present
2. Motion and second to approve the lease agreement for the use of the 104 East Dampier Street Office Building and authorize the City Manager to execute the document.
3. Deliberate the matter
4. Vote the matter

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

Eric C. Williams
City Manager

LEASE AGREEMENT

This lease made and entered into this 15th day of December, 2025, by and between the **City of Inverness**, a municipal corporation of the State of Florida, whose address is 212 W. Main Street, Inverness, Florida 34450, hereinafter called the "Lessor", and the **Senator Ralph Massullo District 11**, (pending 12/9/25 Special Election results) whose business address is 104 E. Dampier Street Inverness, Florida 34450, hereinafter called the "Lessee".

WITNESSETH:

In consideration of the rents, covenants and agreements hereinafter contained on the part of the Lessee to be paid, observed, and performed, the Lessor hereby leases to the Lessee and the Lessee accepts from the Lessor the following described space, hereinafter called the "Premises", to wit:

104 East Dampier Street, Inverness Florida, 34450. The West 82 less the West 40 feet of Lot 27, Block 110, City of Inverness, According to Plat thereof Recorded in Plat Book 1, Page 36 of the Public Records of Citrus County, Florida.

SECTION 1. TERM

This Lease shall commence on the 15th day of December, 2025, and continue for a term through October 30, 2028. This shall automatically be extended for successive one-year periods, from November 1st through October 30th, unless terminated by either party pursuant to the provisions of Section 7 below.

SECTION 2. RENT

The Lessee hereby agrees to pay to the Lessor without demand at the Lessor's address detailed above, the sum of \$850.00 per month, for the aforesaid leased premises.

SECTION 3. UTILITIES

Lessee shall arrange and pay for utilities on premises for the term of the Lease, including but not limited to, electricity, sewer, and water service. Said sum shall be in addition to those sums paid by Lessee as rent. Lessee shall arrange and pay for telephone, cable, internet or other additional services in its own name and account, if such service(s) is desired.

SECTION 4. USE

The Lessee accepts the property in AS IS condition and specifically agrees that prior to occupancy, the Lessee has examined the condition of the Premises and declares its receipt of the same in good order and repair. The leased Premises shall be used by the Lessee for professional office space. The Lessee shall keep the leased Premises in as good a state of repair as the same was at the commencement of the term of this Lease and return same in as good a condition as it is at the time of the execution of the Lease in accordance with all laws, direction, rules and regulations of regulatory bodies or officials having jurisdiction in that regard, reasonable wear and tear accepted.

SECTION 5. ALTERATIONS

This Lease shall not permit any alteration of or upon the premises, except by written prior consent of the Lessor. All alterations and additions to the premises shall remain for the benefit of the Lessor unless otherwise provided in such consent.

SECTION 6. ASSIGNMENTS

The Lessee agrees not to sell, assign, mortgage, pledge or in any manner transfer this Lease or any estate or interest hereunder and not to sublet the leased Premises or any part or parts thereof, and not to permit any licensee or any concessionaire therein without the previous written consent of the Lessor in each instance. Consent by the Lessor to one assignment of this Lease or to one subletting of the leased Premises shall not be a waiver of the Lessor's rights under this Section as to any subsequent assignment or subletting. This prohibition against the assigning or subletting shall be construed to include a prohibition against any assignment or subletting by operation of law.

SECTION 7. TERMINATION

The Lessee shall, upon termination of this Lease by the lapse of time or otherwise, yield up the Premises to the Lessor in as good repair and conditions as the same are at the commencement of said term. Reasonable use and wear thereof or other casualty not occurring through the fault of the Lessee only accepted. Furthermore, Lessee shall be entitled to cancel and terminate this Lease Agreement in its discretion at any time during the term of this Lease Agreement upon not less than thirty (30) calendar days written notification prior to the effective date of the termination to the Lessor at the same address to which Lessee's rent payments are mailed. Lessor, at its sole discretion shall have the right to terminate this Lease, with or without cause, by sending written notice to Lessee within ninety (90) days of the then current annual term then in effects and the lease shall be terminated on the date of annual renewal.

SECTION 8. SERVICE OF NOTICE

Every notice, approval, consent, or other communication authorized or required by this agreement shall not be effective unless the same shall be in writing and delivered either in person or sent postage prepaid by United States registered or certified mail, return receipt requested, and (a) if intended for the Lessor shall be addressed to:

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

And if intended for the Lessee shall be addressed to:

Senator Ralph Massullo
104 E. Dampier Street
Inverness, FL 34450

or such other address as either party may designate by notice given in writing from time to time in accordance with this paragraph. Any notice given in accordance with the provisions of this Paragraph shall be deemed to have been given as of the date such notice shall have been placed

in the United States postal service. The rent payable by Lessee shall be paid to the City of Inverness at the same place where notices to the City of Inverness is required to be directed.

SECTION 9. ENTRY AND INSPECTION

Lessee shall permit Lessor or their agents to enter upon the Premises at reasonable times and upon reasonable notice for the purpose of inspecting same and permit persons desiring to lease the Premises to inspect same within ninety (90) days of the termination of the Lease.

SECTION 10. TRADE FIXTURES

All improvements made to the Premises during the term hereof shall belong to the Lessor, except trade fixtures of the Lessee. Lessee may, upon termination hereof, remove all of their trade fixtures but shall repair or pay for repairs necessary for damages to the Premises occasioned by removal. Trade fixtures for purposes of this document shall be defined as Lessee's personal property used in the business and not permanently affixed or attached to the structure or Premises. Trade fixtures shall also include standard and wall brackets attached to the walls.

SECTION 11. DESTRUCTION OF PREMISES

In the event of any destruction of the premises Lessor may immediately terminate this Lease.

SECTION 12. INSURANCE

Lessee shall be responsible for any physical loss or damage to all property of the Lessee and shall fully indemnify and save harmless and without loss of any nature whatsoever the Lessor arising out of any personal injury or alleged injury of any nature whatsoever arising out of any accident or mishap of any nature whatsoever occurring upon the leased premises regardless of whether such injury or mishap should arise under the operation, maintenance or use thereof and regardless of whether any such injury shall occur directly or indirectly as a result of any condition of the premises or the use, occupancy or operation thereof. Lessee shall maintain liability insurance of at least \$500,000 per incident and name Lessor as an Additional Insured.

SECTION 13. MAINTENANCE

Lessee shall provide janitorial services to interior of the Premises.

SECTION 14. GOVERNING LAW

This agreement and the rights of the parties hereunder shall be governed by and interpreted in accordance with the laws of the State of Florida. The Lessee will promptly comply with all applicable and valid laws, ordinances, and regulations of Federal, State, County, Municipal or other lawful authority pertaining to the use and occupancy of the said premises.

SECTION 15. ENTIRE AGREEMENT

This Lease contains the entire agreement between the parties hereto and all previous negotiations leading thereto, and it may be modified only by an agreement in writing and sealed by the Lessor and Lessee. No surrender of the demised Premises or o the remainder of the term of this Lease shall be valid unless accepted by the Lessor in writing. Provided always and these presents

are upon the express condition that, if the Lessee shall fail and neglect to perform or observed any of the covenants on Lessor's part herein contained, it shall be lawful for the Lessor at any time thereafter, without notice or demand, to enter into and upon the demised Premises and repossess the same as of its former state and to expel the Lessee and any person claiming under Lessee forcibly, if necessary, and to remove their effects without prejudice to any remedies which might be available for a previous breach of covenant.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed in duplicate, on the day and year first above written.

**LESSOR –
CITY OF INVERNESS**

LESSEE – Ralph Massullo

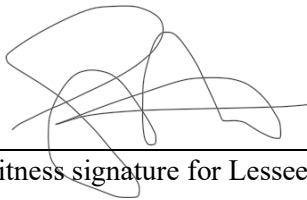
Eric C. Williams, City Manager



Date: _____

Date: 11/19/2025

Witness Signature for Lessor



Witness signature for Lessee

Witness Printed Name

Smyra Adele Hembree

Witness Printed Name

Agenda Memorandum - *City of Inverness*

December 2, 2025

TO: Elected Officials
FROM: Eric Williams, City Manager
SUBJECT: Interlocal Agreement for Fire Automatic and Mutual Aid
CC: Bobby Bessler, Fire Chief, Frank Calascione, Assistant City Manager, Susan Jackson, City Clerk
Enclosures: 1. 2025-02 - IFD - CCFR Proposed (2)

Section 163.01, Florida Statutes, known as the "Florida Inter Local Cooperation Act of 1969," authorizes local governments to make the most efficient use of their power by enabling them to cooperate with other localities on a basis of mutual advantage in order to have available the equipment and personnel of one or more of the other parties for backup purposes, direct active firefighting, rescue, emergency medical services, special operations, and emergency/disaster relief aid and assistance.

In March 2019, the City of Inverness Fire Department and Citrus County Fire Rescue entered into an interlocal agreement to provide automatic and mutual aid for the benefit of both agencies during emergencies or disasters. The agreement was set to continue through September 30, 2024, with automatic one-year renewals unless canceled or modified.

This year, the County expressed interest in developing an updated agreement that would better serve both parties. The Fire Chiefs from each department worked together on a revised version that strengthens inter-agency cooperation and enhances emergency response services for residents in both jurisdictions.

Approval of the updated agreement authorizes each department to request, provide, and receive mutual assistance across jurisdictional lines, consistent with the terms outlined in the document.

Recommended Action:

1. Allow staff to present
2. Motion and second to approve the Interlocal Agreement as presented and authorize the the Council President to execute the agreement.
3. Deliberate the matter
4. Vote the matter

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

Eric C. Williams
City Manager

INTERLOCAL AGREEMENT
BETWEEN
CITRUS COUNTY, FLORIDA
AND
THE CITY OF INVERNESS, FLORIDA

Titled:
CITRUS/INVERNESS AUTOMATIC AND MUTUAL-AID RESPONSE PLAN

THIS INTERLOCAL AGREEMENT (the Agreement) dated this ____ day of _____ 20__ between CITRUS COUNTY, FLORIDA, a political subdivision of the State of Florida (hereinafter referred to as "COUNTY"), and the CITY OF INVERNESS, FLORIDA, a municipal corporation of the State of Florida (hereinafter referred to as "CITY"), all collectively referred to as the "PARTIES".

WHEREAS, the Parties presently maintain and operate emergency service departments, with firefighting, rescue, and emergency medical equipment with associated personnel; and

WHEREAS, the Parties wish to enter into this Agreement for the provision of Automatic Aid and Mutual Aid; and

WHEREAS, the Parties hereto recognize and agree that it is desirable to enter into this Agreement for the mutual benefit of each party in times of emergency or disaster too great to be dealt with unassisted or in a situation in which a party may not be able to expeditiously respond due to commitments at the time of a particular incident or event; and

WHEREAS, this Agreement is for the benefit of the general public and is authorized by and entered into pursuant to Chapter 163, Florida Statutes, and other applicable law.

NOW THEREFORE, incorporating the above recitals as stated herein, it is agreed by and between the Parties hereto that each of the Parties agree to assist the other pursuant to the following stipulations, provisions and conditions:

1. **Recitals** - The recitals set forth herein are accurate, correct, and true, and incorporated herein by this reference.
2. **Definitions** - As used in this Agreement, the words defined immediately below shall have the meaning stated next to same. Words imparting the singular number include the plural number and vice versa, and the male gender shall include the female gender and vice versa, unless the context clearly requires otherwise.
 - a. **"Aiding Fire Rescue Department"** means the fire rescue department providing Automatic or Mutual Aid to the Alarm Fire Rescue Department.
 - b. **"Alarm Fire Rescue Department"** or **"Agency"** means the fire rescue department in whose jurisdiction the emergency occurs.
 - c. **"Automatic Aid"** means the automatic dispatch of pre-specified fire department apparatus consistent with each agency's normal staffing and operational standards.

- d. **"Mutual Aid"** means a request for assistance and response by another jurisdiction for apparatus, equipment, and/or personnel. Mutual Aid provides for the shared use of resources to properly manage large or multiple incidents. The requested responding units will be specified, and a decision made by the Aiding Fire Rescue Department if resources are available to respond.
- e. **"Notification"** means informing the individual or the entity identified of knowledge of the incident. Notification in and of itself does not mandate response if the situation is under control by the units on scene.
- f. **"Structure Fire"** means a fire involving the structural components of various types of residential, commercial, or industrial buildings.
- g. **"Brush Fire"** means a fire involving natural vegetation, including grass, brush, scrub, or wildland fuels, not primarily confined to a structure or vehicle.
- h. **"Vehicle Fire"** means a fire involving motor vehicles, trailers, or other self-propelled or towed conveyances, whether on a roadway, driveway, or off-road location.

3. **Purpose and Intent**

- a. The purpose of this Agreement is to provide the best possible service to residents and visitors through closest-unit Automatic Aid for Brush Fires, Vehicle Fires, and Structure Fires, and through Mutual Aid for other emergencies as needed.
- b. This Agreement does not create a consolidated department or separate legal entity. Each Party retains its powers and responsibilities.
- c. Joint Training: The Parties will conduct joint training at least annually.
- d. Annual Review: The Fire Chiefs, or designees, will review the Agreement annually to assess response performance and recommend amendments.
- e. Resource Preservation: Neither Party is required to deplete its resources and may suspend aid during periods of high call volume, declared emergencies, or equipment outages.
- f. Dispute Resolution: In the event any dispute arises regarding the interpretation or implementation of this Agreement, the Fire Chiefs shall meet promptly to collaboratively review the issue and work in good faith toward a mutually acceptable resolution.

4. **Dispatch and Response Procedures**

- a. Closest-unit Automatic Aid will be dispatched for Brush Fires, Vehicle Fires, and Structure Fires as listed in Appendix A.
- b. The County agrees to provide Automatic Aid within the City, and the City agrees to provide Automatic Aid within the County, when their units are the closest available resources.
- c. Mutual Aid will be requested for other incident types when additional resources are required.
- d. Command and Control will follow ICS protocols, with the Alarm Fire Rescue Department maintaining incident command.
- e. Both Parties will use shared radio templates and talk groups, designated by dispatch at the time of incident.

5. **EMS Soft Supplies**

- a. The County will provide BLS soft supplies to the City for replenishment, as listed in Appendix B. No ALS supplies, medications, IV equipment, durable equipment, or PPE are included.
- b. The City will submit a monthly order form, signed by the Fire Chief, prior to the first Monday of each month. Orders must include itemized part descriptions, quantities used, and incident numbers.
- c. The County will verify usage through its rescue unit's incident reports before fulfilling orders. If discrepancies arise regarding a requested item, the County may withhold fulfillment until the matter is reviewed. Should either Party disagree with the determination, the Fire Chiefs shall meet to discuss and resolve the issue in good faith.
- d. Multiple requests per month will not be accepted. The County will only provide items in stock, and maintains sole discretion over brands and models supplied. Orders will be fulfilled within a reasonable time after verification, subject to inventory availability.
- e. The City will not attempt to replenish supplies directly from the County's rescue units, which carry only a limited supply of items.
- f. The County shall not be responsible for replacing or replenishing expired items within the City's inventory. Management of expiration dates and rotation of supplies is solely the responsibility of the City.
- g. The County will notify the City of any items that are out of stock at the time of order pickup. If an item is on back-order, the County will inform the City that it is unavailable and will fulfill the request once the item becomes available. The County is not required to provide specific restock dates or ongoing status updates.

6. Personnel, Liability, and Insurance

- a. Personnel remain employees of their respective agencies at all times.
- b. Each Party is responsible for its own workers' compensation coverage.
- c. The Parties retain all sovereign immunity defenses as provided under section 768.28, Florida Statutes.
- d. Insurance coverage will follow typical Florida local government thresholds.

7. Costs and Damages

- a. Each Party bears its own costs of response.
- b. No reimbursement mechanism will apply for Automatic Aid or Mutual Aid fire responses.
- c. Each Party is responsible for its own equipment and personnel costs, including repair and replacement of damaged equipment.

8. Term of Agreement

- a. This Agreement is effective upon execution by both Parties.
- b. The Agreement will automatically renew annually.
- c. Either Party may terminate the Agreement with ninety (90) days written notice.

9. Miscellaneous

- a. Independent Parties: This Agreement does not create employment or partnership.
- b. Severability: Invalid provisions do not affect the remainder of the Agreement.
- c. Entire Agreement: This Agreement, with appendices, supersedes prior agreements.
- d. Venue: Venue for disputes will be in Citrus County, Florida.

10. Compliance and Records

- a. The Parties shall comply with HIPAA regulations concerning patient information during EMS responses and maintain public records as required by Chapter 119, Florida Statutes.
- b. If either party has questions regarding the application of chapter 119, Florida Statutes, to the others' duty to provide public records relating to this agreement, contact City of Inverness Clerk's Office, Custodian of Public Records, at 352-726-2611 EXT. 1007, City of Inverness, 212 W. Main St., Inverness, FL 34450 or via email at CITYCLERK@INVERNESS.ORG for Inverness or Custodian of Public Records, at 352-527-5235, Citrus County Board of County Commissioners, 3600 W. Sovereign Path, Lecanto, FL 34461 or via email at RMLO@CITRUSBOCC.COM, for Citrus.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement on the dates as shown below

ATTEST:

CITY OF INVERNESS, FLORIDA

Susan Jackson, City Clerk

By: _____
Gene Davis, Council President

APPROVED AS TO FORM AND
LEGALITY:

Robert Batsel, City Attorney

ATTEST:

CITRUS COUNTY, FLORIDA

_____ Traci
Perry, Clerk of Court

By: _____
Rebecca Bays, Chairman

APPROVED AS TO FORM AND
LEGALITY:

Denise A. Dymond Lyn, Esq.
County Attorney

Appendix A: Automatic Aid – Incident Response Types

1. ProQA EFD Incident Types
 - a. **Structure Fires**
 - i. 69D01, 69D02, 69D03, 69D04, 69D05, 69D06, 69D07, 69D08, 69D09, 69D10, 69D11, 69D12, 69D13, 69E00, 69E01, 69E02, 69E03, 69E04, 69E05, 69E06, 69E07, 69E08, 69E09, 69E10, 69E11, 69E12, 69E13
 - b. **Vehicle Fires**
 - i. 71A01, 71B00, 71B01, 71B02, 71B03, 71B04, 71B05, 71C00, 71C01, 71C02, 71C03, 71C04, 71D00, 71D01, 71D02, 71D03, 71D04, 71D05, 71D06, 71D07, 71D08, 71E00, 71E01, 77B02, 77E01
 - c. **Brush Fires**
 - i. 67D00, 67D01, 67D02, 67D03, 82C01, 82C02, 82C03, 82C04, 82D00, 82D01, 82D02, 82D03, 82D04, 82D05, 82D06, 82D07, 82D08, 82D09, 82E00, 82E01

Appendix B: EMS Soft Supply Replenishment

1. Scope of Supplies:

Item Description	Item Description
Airway - Bag Valve Mask - Adult	Airway – Supraglottic Airway – 3
Airway - Bag Valve Mask - Pediatric	Airway – Supraglottic Airway – 4
Airway - Nasal Cannula - Adult	Airway – Supraglottic Airway – 5
Airway - Nasal Cannula - Pediatric	Bandage - Abdominal Pad
Airway - Nasopharyngeal Airway - 16	Bandage - Eye Pad
Airway - Nasopharyngeal Airway - 18	Bandage - Kerlix - Large
Airway - Nasopharyngeal Airway - 20	Bandage - Kerlix - Medium
Airway - Nasopharyngeal Airway - 22	Bandage - Kerlix - Small
Airway - Nasopharyngeal Airway - 24	Bandage - Multi-Trauma Dressing
Airway - Nasopharyngeal Airway - 26	Bandage - Petroleum Gauze
Airway - Nasopharyngeal Airway - 28	Bandage - Sterile Gauze Pad - 4"x4"
Airway - Nasopharyngeal Airway - 30	Bandage - Tape - 1"
Airway - Nasopharyngeal Airway - 32	Bandage - Tape - 2"
Airway - Nasopharyngeal Airway - 34	Bandage - Tape - 3"
Airway - Nasopharyngeal Airway - 36	Immobilization - Backboard
Airway - Non-Rebreather Mask - Adult	Immobilization - Backboard Straps (3-Pack)
Airway - Non-Rebreather Mask - Pediatric	Immobilization - C-Collar - Adult Adjustable
Airway - Oropharyngeal Airway - 100	Immobilization - C-Collar - Mini Adjustable
Airway - Oropharyngeal Airway - 110	Immobilization - Head-Bed
Airway - Oropharyngeal Airway - 40	Immobilization - SAM Splint
Airway - Oropharyngeal Airway - 50	Immobilization - Triangular Bandage
Airway - Oropharyngeal Airway - 60	Miscellaneous - Burn Sheet
Airway - Oropharyngeal Airway - 70	Miscellaneous - Disposable Razor
Airway - Oropharyngeal Airway - 80	Miscellaneous - Tourniquet
Airway - Oropharyngeal Airway - 90	

2. Monthly Order Form:

- a. Completed order forms must be emailed to fireinfo@citruscountyfire.com
- b. All orders must be submitted utilizing the following form:



CITRUS COUNTY FIRE RESCUE

Administration Office

1520 N. Meadowcrest Blvd., Crystal River, FL 34429

Phone: 352-527-5406 | Fax: 352-527-5404

Email: FireInfo@CitrusCountyFire.com | Website: www.CitrusCountyFire.com

Section 2 – Itemized Request (Continued)

(Complete one line for each supply item used.)

Incident Number	Date of Incident	Supply Item Description	Quantity Used

Section 3 – Certification

I certify that the supplies listed above were used by my department for patient care during the referenced incidents.

I further certify that the request complies with the Interlocal Agreement and includes only eligible soft supplies.

Fire Chief: _____

Signature: _____ Date: _____

Agenda Memorandum - *City of Inverness*

December 2, 2025

TO: Elected Officials

FROM: Eric Williams, City Manager

SUBJECT: Project and Program Updates

- Light Up Liberty and Holiday Events
- WPP Workshop 12/17/25 5:30pm
- North Apopka Medians - Texas Palm Decline
- Other

CC: Susan Jackson, City Clerk

Enclosures:
