

**AGENDA FOR REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF
INVERNESS, FLORIDA, CITY HALL, 212 WEST MAIN STREET
December 16, 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) Christmas Lamp Post Winners
- 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* - December 2, 2025
- 10) CITY CLERK'S REPORT**
- 11) CITY MANAGER'S REPORT**

**AGENDA FOR REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF
INVERNESS, FLORIDA, CITY HALL, 212 WEST MAIN STREET
December 16, 2025 - 5:30 PM**

- a) FY 2027 Budget Development Schedule
- b) US 41 North Septic to Sewer Professional Services Proposal
- c) Vehicle Purchase - Brush Truck - Fire Department
- d) Vehicle Purchase - Ladder Truck - Fire Department
- e) Project and Program Updates
 - Helping Families Holiday Donation - Program Update
 - WPP Workshop 12/17/25 5:30pm
 - Other
 - Merry Christmas and Happy New Year

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**
 - City Workshop - Whispering Pines Park
Wednesday, December 17, 2025 @ 5:30pm
IGC - Council Chambers

 - Teen's Night Out
Thursday, December 18, 2025 from 5:30pm – 7:00pm
Depot Pavilion

 - Market at the Depot
Saturday, December 20, 2025 from 9:00am – 2:00pm
Depot Pavilion

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Movie Night in the Park – Inside Out 2

Friday, January 2, 2026 @ 6:15pm

Liberty Park

Market at the Depot

Saturday, January 3, 2026 from 9:00am – 2:00pm

Depot Pavilion

Inverness City Council Regular Meeting

Tuesday, January 6, 2026 @ 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				634.08
		TOTALS FOR AT & T MOBILITY NATIONAL ACCOUNTS LLC				3,962.33
		TOTALS FOR AUTOZONE				150.32
		TOTALS FOR CARLA BEEBE				1,073.40
		TOTALS FOR TIME WARNER CABLE				526.98
		TOTALS FOR BUILDER BOYS OF INVERNESS, INC				66.53
		TOTALS FOR CDW GOVERNMENT				9,645.98
		TOTALS FOR CEDENO LOPEZ, ANABELLE M.				86.03
		TOTALS FOR EMBARQ FLORIDA, INC				82.12
		TOTALS FOR CHANNEL INNOVATIONS CORPORATION				1,553.04
		TOTALS FOR CHARLIE DAY HANDYMAN LLC				1,650.00
		TOTALS FOR CHESAPEAKE UTILITIES CORPORATION AND SUB				420.83
		TOTALS FOR CITRUS EQUIPMENT REPAIR				90.49
		TOTALS FOR CITY ELECTRIC SUPPLY INC				178.14
		TOTALS FOR CITY TIRE OF INVERNESS				57.75
		TOTALS FOR DECOTEAU, HARLEIGH N.				43.15
		TOTALS FOR DORIS, SHEA				60.81
		TOTALS FOR HEATHER DREHER				175.59
		TOTALS FOR FLORIDA BELLS, LLC (TACO BELL)				1,484.93
		TOTALS FOR FL DEPT OF ENVIRONMENTAL PROTECTION				803.02
		TOTALS FOR FONET-IP				2,347.80
		TOTALS FOR JAMES G. FORD				1,850.00
		TOTALS FOR FRANK A. FRAUNFELTER				416.00
		TOTALS FOR GAS SOUTH, LLC.				357.05
		TOTALS FOR GFL SOLID WASTE SOUTHEAST LLC				734.66
		TOTALS FOR GOLDEN X PLUMBING SUPPLY INC				890.31
		TOTALS FOR GOODING & BATSEL, PLLC				3,971.50

CASH REQUIREMENTS REPORT

VENDOR	DOCUMENT	INVOICE	VOUCHER	DESCRIPTION	DUE DATE	DUE 09/30/26
				TOTALS FOR HILLMAN SUPPLY COMPANY		764.42
				TOTALS FOR KYOCERA DOCUMENT SOLUTIONS SOUTHEAST, LL		280.52
				TOTALS FOR LORDCO ENTERPRISES		79.68
				TOTALS FOR MCKIM & CREED, INC.		2,559.00
				TOTALS FOR MT CAUSLEY, INC		8,125.70
				TOTALS FOR NANETTE S NELSON		95.11
				TOTALS FOR OFFICE DEPOT INC		70.32
				TOTALS FOR ON SCENE REPAIR & MAINTENANCE, LLC.		410.40
				TOTALS FOR ONLINE IMPLEMENTATION SERVICES, INC		154.32
				TOTALS FOR PAQUETTE, BRYANA L.		61.86
				TOTALS FOR MICHAEL NELSON		125.11
				TOTALS FOR QUICK CARE MED, PL		415.00
				TOTALS FOR SHAWN FOSTER, LLC.		3,000.00
				TOTALS FOR SOFTWARE HOUSE INTERNATIONAL		8,925.00
				TOTALS FOR SVK, INC.		182.00
				TOTALS FOR SYSCO USA I, INC.		858.52
				TOTALS FOR TECHNOLOGY MANAGEMENT ASSOCIATES, INC.		532.00
				TOTALS FOR UNIFIRST CORPORATION		271.96
				TOTALS FOR WASTE MANAGEMENT OF CENTRAL FL		35,027.07
				TOTALS FOR WCAG COMPLIANCE, INC.		780.00
				TOTALS FOR WRIGHT EXPRESS		3,220.67
				TOTALS FOR ERNA ZUCCO		1,200.00
				REPORT TOTALS		100,451.50

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

December 2, 2025
5:30 PM

The City Council of the City of Inverness met on the above date in Regular Session at 207 Courthouse Square – Valerie Theatre, with the following members present:

President Davis
Vice President Lizanich – *Absent*
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 Councilwoman Hepfer and the Pledge of Allegiance was led by the City Council.

ACCEPTANCE OF AGENDA

Councilwoman Bega motioned to accept the Agenda as presented. Seconded by Councilwoman Hepfer. The motion carried.

PRE-SCHEDULED APPEARANCES

5)a) Valerie Player’s Donation – Addition to Joe Brannen Donation with Sue Whitney, President of the Valerie Players presenting a check to Mayor Plaisted for \$2,000 to be added to the designated fund. Linda & Janet Bega, the Bega Family, also presented check to Mayor Plaisted for \$2,000 to be added to the designated fund.

5)b) Festival of the Arts Committee and Volunteer Appreciation with Mayor Plaisted, assisted by Parks & Rec Program Coordinator Kristi Brown, presenting Certificates of Appreciation to volunteers for their support and dedication to the success of the Festival of the Arts event. Those present were Tom Craig, Susie Helton, Ben Olson, Jacquie Hepfer, and Sandy Levin. Additional volunteers were unable to attend the Council meeting.

PUBLIC HEARINGS / WORKSHOP

None

OPEN PUBLIC MEETING

Sandy Levin spoke of the Olde Fashioned Christmas & Tree Lighting event this past weekend being such a success. Quoted the number of views on social media at approx. 64,000 and growing with nothing but positive comments. Confirmed the tree will be in place until January 6, 2026. Announced that the downtown businesses are sponsoring “Elvis” (Billy Lindsey) coming on December 12 to entertain by the tree.

Karen Esty commended the phenomenal tree lighting event and how the families and the children had such fun. Stated she recently attended a stakeholder meeting regarding the County’s Comp Plan Amendment and that the City was recognized several times for all they do in promoting Inverness and Citrus County.

CITY ATTORNEY REPORT

None

CONSENT AGENDA

- a) Bill Listing*
 - Recommendation – Approval
- b) Council Minutes* – 11/18/2025
 - Recommendation - Approval

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

CITY CLERK'S REPORT

None

CITY MANAGER'S REPORT

10)a) 104 E. Dampier Street Office Lease* with City Manager Williams stating 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 from a term commencing December 15, 2025 through October 30, 2028. **Councilwoman Hepfer motioned 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. Seconded by Councilwoman Bega. The motion carried.**

10)b) Interlocal Agreement for Fire Automatic and Mutual Aid* with City Manager Williams stating 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 to cooperate with other localities on a basis of mutual advantage in order to have available the equipment and personnel 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 and disasters. Citrus County Fire Chief Stevens spoke of collaboration with the City Fire Department and the interest in developing an updated agreement that would better serve both parties. Councilwoman Hepfer spoke of this being a benefit for all and President Davis stated this is a win-win for Citrus County as a whole. **Councilwoman Bega motioned to approve the Interlocal Agreement as presented and authorize the Council President to execute the document. Seconded by Councilwoman Hepfer. The motion carried.**

10)c) Project/Program Updates (*Verbal*)

- Light Up Liberty and Holiday Events with Parks & Rec Director Worley announcing the Movie in the Park on December 5 in Liberty Park, Light Up Liberty event on December 6 from 4:00pm – 8:00pm where there will be several

areas of interest for everyone such as Mr. & Mrs. Claus, music, food, etc. There will be judging of the 30+ decorated lampposts and the return of the boat parade. There will be a Market at the Depot that morning with most vendors staying for the Light Up event in the evening. Announced the Christmas Parade is December 13 on Hwy 44. Noted several performances at the Valerie Theatre.

- North Apopka Medians – Texas Palm Decline with City Manager noting that a virus was discovered in many palm trees, which had to be removed and will be replaced with sod.
- WPP Workshop 12/17/2025 at 5:30pm in the Council Chambers to learn a lot about the park and sustainability.
- Other included suggesting an extra day for the Christmas observation for employees, to include Friday with Council's support. Spoke of the generosity of our community. Noted the benefits the City enjoys from various partnerships. Displayed a card received from the downtown businesses thanking the City for all it does to keep the downtown active.

COUNCIL/MAYOR SUBJECTS

Councilwoman Bega stated she is glad to be here and praised all that is accomplished.

Councilwoman Hepfer noted the wonderful atmosphere of the town and it is great.

Mayor Plaisted spoke of the City's relationships with various entities. This past weekend event was extraordinary with visitors and new residents commenting how impressive it was.

Councilman Craig commented what an overwhelming card that was received from the downtown businesses. What a testament to the partnerships.

Council President Davis spoke of the well-oiled team the City has. Announced he will unfortunately be out of town for this coming weekend event. Thanked everyone who attended the meeting this evening.

CITIZENS NOT ON AGENDA

None

Meeting adjourned at 6:18 p.m.

City Clerk

Council President

Agenda Memorandum - *City of Inverness*

December 16, 2025

TO: Elected Officials
FROM: Eric Williams, City Manager
SUBJECT: FY 2027 Budget Development Schedule
CC: Frank Calascione, Assistant City Manager, Susan Jackson, City Clerk, Alexis Koter, Finance Director
Enclosures: 1. FY 2027 BUDGET CALENDAR

As we approach the close of the first quarter of our current fiscal year, it is time for focus to shift to the development of the next Fiscal Year budget. The enclosed budget development schedule is structured to support the work necessary to build, discuss, and adopt the upcoming Fiscal 2027 City-Wide Capital Improvement Plan (CIP) and Budget. The attached schedule is an outline, and can be adjusted as needed. Similar to prior years, this budget planning and development cycle is established to align with dates of regularly scheduled Council meetings when possible.

Recommended Action –

1. Allow Staff to Speak
2. Motion and second to confirm the Budget Development Schedule for Fiscal Cycle 2026-27.
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



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

City of Inverness
Budget & CIP Development Schedule
For Fiscal Year 2027

Functional Statement	Date
Council Budget Overview Workshop	Tuesday April 7, 2026 5:30 pm
5-Year CIP Council Workshop	Tuesday May 5, 2026 5:30 pm
City Council Sets Tentative Millage & Establishes Public Hearings	Tuesday July 21, 2026 5:30 pm
City Council Full Budget Workshop	Tuesday August 4, 2026 5:30 pm
Post Tentative Budget to City Website	Monday August 24, 2026
Tentative Budget Adoption Public Hearing	Thursday September 3, 2026 5:01 pm
Ad Published for Final Budget Public Hearing — Final Adoption	September 11-13, 2026
Final Budget Adoption Public Hearing	Tuesday September 15, 2026 5:30 pm

Agenda Memorandum - *City of Inverness*

December 16, 2025

TO: Elected Officials
FROM: Frank Calascione, Assistant City Manager
SUBJECT: US 41 North Septic to Sewer Professional Services Proposal
CC: Eric Williams, City Manager, Susan Jackson, City Clerk, Rob Pell, Public Works Director, Alexis Koter, Finance Director
Enclosures: 1. AMD 2_IPO 26_41 N Ext_Rev_2025-11-18

The City's contracted engineering firm, Kimley Horn, has been tasked with the design of the US 41 North Septic to Sewer Project. The project will ultimately serve 117 parcels, with approximately 67 already developed and utilizing septic tanks (33 commercial and 34 residential). The vacant parcels include 32 commercial parcels, 9 residential parcels, 19 industrial parcels, and 8 government-owned parcels.

The total project consists of approximately 9,000 linear feet (LF) of water main along the Withlacoochee State Trail from its intersection with US 41N to East Arlington Street, 7,600 LF of gravity sewer, 13,500 LF of force main, two local or regional lift stations, and approximately 20 individual grinder pump stations, and 1.5 miles of existing roadway restoration.

The project currently includes a northern section (original project area subject to the grant) and a southern section consisting mainly of a 12" force main that will connect to the City's Master Lift Station on Mill Avenue. The two project areas will be designed concurrently and function as one system. Thus, in order to keep progressing toward the next benchmark of 60% design plans, the engineering services scope must be expanded to cover the entire project area and address the route and permitting along the Withlacoochee State Trail. This route will not only be the most direct, but it will also reduce costs greatly by avoiding Florida Department of Transportation right-of-way.

This summer, the City applied for additional grant funding for the northern section of the project after negotiations with the Florida Department of Environmental Protection indicated that approach was preferred. The additional funds were requested as a way to eliminate the local matching funds required in the original grant award and provide additional funds and credits to help lower the assessment to property owners. Notice that the grant request was awarded in full was communicated to the City on December 3rd and the additional funds of \$1,616,200 will bring the grant total to \$4,881,000.

The request before Council this evening is to consider the attached professional services proposal from Kimley Horn, Amendment 2 to Individual Project Order (IPO) 26, which covers the additional design features and the associated services below:

- Data Collection, GIS Database Development
- Additional Subconsultant Services

- Additional Engineering Design and Permitting

The proposed cost for the aforementioned services is \$126,100 and is covered by the existing project budget. It is recommended Council proceed to approve Amendment 2 to IPO 26 as presented and leverage the efficiencies of the consolidated project's design and permitting.

Recommended Action:

1. Allow staff to present
2. Motion and second to approve Amendment 2 to IPO 26 for professional services with Kimley Horn in the amount of \$126,100 as presented 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

**AMENDMENT NUMBER 2 TO IPO 26
BETWEEN KIMLEY-HORN AND ASSOCIATES, INC.
AND CITY OF INVERNESS**

AMENDMENT NUMBER 2 DATED November 18, 2025, to Individual Project Order 26 between City of Inverness (“the City”) and Kimley-Horn and Associates, Inc. (“Kimley-Horn or Consultant”) dated September 1, 2022 (the “IPO”) concerning 41 N Septic to Sewer (PO 20220855) (the “Project”).

Kimley-Horn entered into the IPO with the City for the furnishing of professional services, and the parties now desire to amend the IPO.

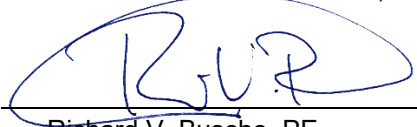
Therefore, it is mutually agreed that the IPO is amended to include Additional Services to be performed by Kimley-Horn and provisions for additional compensation by the City to Kimley-Horn, all as set forth in Exhibit A hereto. The parties ratify the terms and conditions of the IPO inconsistent with this Amendment, all of which are incorporated by reference.

ATTACHMENTS: Exhibit A; Exhibit B

ACCEPTED:
CITY OF INVERNESS

KIMLEY-HORN AND ASSOCIATES, INC.

BY: _____

BY: 
Richard V. Busche, PE

TITLE: _____

TITLE: Senior Vice President

DATE: _____

DATE: November 18, 2025

Consultant shall perform the following Additional Services:

Project Understanding

1. Per the City's request, the route of the Project has been revised to be along the Withlacoochee State Trail from its intersection of US Hwy 41 N to the intersection of E Arlington Street. Additionally, a 25-foot wide corridor along the northeast and northwest boundaries of Parcel 19E19S010010 0170 is included in the route to provide sewer service to commercial parcels along US 41 N. It is understood that the City will enter into an easement agreement with the property owner. The revised route is depicted in the attached Exhibit B.
2. Additional scope and fee will be added to provide the following additional services required to complete the Project:
 - a) Additional Data Collection
 - b) Additional Survey
 - c) Additional Environmental Survey
 - d) Additional Geotechnical Evaluation
 - e) Removal of Assessment Program from Subconsultant Services
 - f) Design and permitting of approximately 9,000 Linear Feet (LF) of water main along the Withlacoochee State Trail from its intersection of US Hwy 41N to the intersection of E Arlington Street.
 - g) Design and permitting of approximately 6,500 LF of force main along the Withlacoochee State Trail from its intersection of US Hwy 41N to Parcel 19E19S01 24100.
 - h) Design and permitting of approximately 7,200 LF of force main along the Withlacoochee State Trail from its intersection of US Hwy 41N to the outfall at the City's master lift station (**Scope Revision at No Cost**).
 - i) Design and permitting of the Lake Henderson force main crossing.
 - j) Design and permitting approximately 1,000 LF of additional gravity sewer main along the northeast and northwest boundaries of Parcel 19E19S010010 0170.

Scope of Services**Scope of Services that will be removed from IPO 26:**Task 2 – Subconsultant Services

- E. The assessment program subconsultant will provide the following services:
 - 1) Evaluate the proposed project and develop a preliminary assessment apportionment methodology along with a preliminary database.
 - 2) Determine the assessment revenue requirements and apply the apportionment methodology to the preliminary database.
 - 3) Calculate a proforma schedule of assessment rates and prepare an assessment memorandum detailing the proposed apportionment, methodology, and proforma

assessment rates.

- 4) Advise the City on an assessment ordinance, the initial assessment resolution, and the final assessment resolution.

Scope of Services to be Added as Amendment 2 to IPO 26 Additional Services:

Task 1 – Data Collection and GIS Database Development

- A. Kimley-Horn will coordinate with the survey, geotechnical, and environmental subconsultants throughout the project to facilitate the collection of the additional information associated with their scope of services.
- B. Kimley-Horn will combine the previously collected data and the information collected by the subconsultants into a basemap.

Task 2 – Additional Subconsultant Services

- A. Kimley-Horn will utilize subconsultants to perform the required additional survey, geotechnical, and environmental assessment services associated with the Project.
- B. The survey subconsultant will provide the following services:
 - 1) Topographic information to include full right-of-way (ROW) for the public roads within the project area. ROW will be determined based on found monumentation. Topographic information will be collected on 100-foot intervals.
 - 2) The location of improvements within the ROW and extending 10 feet beyond the ROW. These improvements generally consist of hydrants, manholes, trees larger than 6 inches, driveways, power poles, utility boxes, and mailboxes.
 - 3) The location, rim elevation, and invert elevation of the sewer clean-out for each residence within the Project area.
 - 4) Vertical Datum will be NAVD 1988 with contours shown on 1-foot intervals.
- C. The geotechnical subconsultant will provide the following services:
 - 1) Up to 38 soil borings to depths of ten to forty feet below existing grade on the proposed force main, gravity main and water main routes, lift station locations, and Lake Henderson Crossing locations.
 - 2) Borings will be tested per ASTM Standards and classified per the Unified Soil Classification Group System.
- D. The environmental subconsultant will provide the following services:
 - 1) A review of the habitat within the project limits will be conducted for the potential for state and federally listed species. Any signs (including burrows, scat, nests, or tracks) of listed species will be recorded during the field review and recorded with a GPS. The review will determine the potential habitat for the presence of listed species by either the Florida Fish and Wildlife Conservation Commission (FWC) under Chapter 68A-27.003-005 F.A.C. or the U.S. Fish and Wildlife Service (USFWS) under 50 CFR 17.11-12 within the Project.
 - 2) A site visit will be conducted to delineate the extent of on-site wetlands and/or surface

waters (or determine top of bank is the jurisdiction for surface waters) in accordance with the State unified wetland delineation methodologies described in Chapter 62-340, Florida Administrative Code (FAC) and the US Army Corps of Engineers (USACE) 1987 Wetland Delineation Manual and regional supplement. Wetlands and surface waters will be classified in accordance with the Florida Department of Transportation (FDOT) Florida Land Use and Cover Classification System (FLUCFCS). Wetlands and surface waters will be marked with flagging and recorded with a Trimble GPS unit.

- 3) A summary of the wetland and potential listed species within the project limits will be provided in a technical memorandum.

Task 3 – Additional Engineering Design and Permitting

- A. Kimley-Horn will revise the engineering design plans, prepared to the level of detail required by the permitting or grant issuing agencies, to include the additional sewer and water collection and conveyance system for the Project.
- B. Florida Department of Environmental Protection State Trail ROW Permit
 - 1) Kimley-Horn will coordinate and attend a preapplication meeting with the Florida Department of Environmental Protection (FDEP) Office of Greenways and Trails to determine the permitting requirements for construction along the Withlacoochee State Trail. It is assumed that the following documents could be required for permitting. Production of any additional documents outside of the listed documents below will be billed as an Additional Service.
 - a. Permit Application Form
 - b. Construction Plans
 - c. Issued FDEP Sewer Collection Permit
 - d. Issued FDEP Water Distribution Permit
 - e. Issued ERP Permit
 - 2) Kimley-Horn will submit the required documents to FDEP for review. The City will pay any required application fees.
 - 3) Kimley-Horn will respond to up to two requests for additional information (RAI) from FDEP. Any further responses will be billed as an Additional Service.
- C. Kimley-Horn will apply for a pre-application meeting with the FDEP to provide project details and discuss Environmental Resource Permit (ERP) permitting requirements. The Project will likely qualify for a General Permit; therefore, Kimley-Horn will complete the general permit application form for the ERP application. It is assumed that wetland mitigation will not be required for this ERP approval. If mitigation is determined to be required, Kimley-Horn will prepare a separate scope and fee to assist in that effort. Once the application is submitted, Kimley-Horn will conduct one site visit with FDEP staff and will respond to one RAI from FDEP. Any additional RAIs or meetings with FDEP will be considered Additional Services. All application fees shall be paid by the City.
- D. It is anticipated that the Project will qualify for a Nationwide permit with the United States Army Corps of Engineers (USACE) and that a Pre-Construction Notification will be required. Kimley-Horn will complete the USACE Nationwide application form for the Nationwide application. It is assumed

that wetland mitigation will not be required for this USACE approval. If mitigation is determined to be required, Kimley-Horn will prepare a separate scope and fee to assist in that effort. Once the application is submitted, Kimley-Horn will conduct one site visit with USACE staff and will respond to one RAI from USACE. Any additional RAIs or meetings with USACE will be considered additional services. All application fees shall be paid by the Client.

- E. Kimley-Horn will prepare a preliminary assessment map that will include the parcel ID numbers, property owner names, and addresses. This map will be updated as needed and provided to the assessment program subconsultant for their use in their portion of the scope detailed above. Kimley-Horn will provide up to 6 revisions of the preliminary assessment map. Any further revisions will be billed as an Additional Service.

Additional Services If Required

Services requested that are not specifically included will be provided under a new and separate IPO agreement or can be performed on an hourly basis upon written authorization.

Schedule

Kimley-Horn will provide the above Scope of Services as expeditiously as practicable to meet a mutually agreeable schedule.

Fee and Billing

Kimley-Horn will perform the scope of services for the lump sum fees shown in the table below.

<i>Description</i>	<i>Fees</i>
Task 2E – Assessment Program Subconsultant	(\$24,900)
Task 1 – Data Collection, GIS Database Development	\$6,000
Task 2 – Additional Subconsultant Services	\$70,000
Task 3 – Additional Engineering Design and Permitting	\$75,000
Amendment 2 Net Addition	\$126,100

Agenda Memorandum - *City of Inverness*

December 16, 2025

TO: Elected Officials
FROM: Eric Williams, City Manager
SUBJECT: Vehicle Purchase - Brush Truck - Fire Department
CC: Bobby Bessler, Fire Chief, Susan Jackson, City Clerk, Alexis Koter, Finance Director
Enclosures: 1. Nick Nicholas F350 Brush Truck Quote

In accordance with the City's adopted purchasing policy, any purchase exceeding \$25,000 requires Council approval. The City of Inverness wishes to continue working with the local dealership, Nick Nicholas Ford, which has consistently offered competitive state government pricing and timely delivery.

The Fire Department currently operates a 2005 Ford F-550 4x4 for brush fire response and off-road incidents. This apparatus has exceeded the NFPA's recommended 15-year service life for frontline vehicles and is no longer cost-effective to maintain due to increasing difficulty in obtaining replacement parts. Staff is recommending the purchase of a 2026 Ford F-350 4x4 truck for the amount of \$51,278 to replace the existing F-550.

Presented for Council consideration this evening is the proposed bid for the new Fire Department truck. Funding for this purchase has already been allocated in the current CIP budget.

Recommended Action:

1. Allow staff to speak
2. Motion and second to approve the purchase of a 2026 Ford F-350 Truck in the amount of \$51,278 through Nick Nicholas Ford in keeping with the state government pricing.
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



Preview Order I119 - X3B 4x4 Super Cab SRW: Order Summary Time of Preview: 12/02/2025 09:58:52 Receipt: 11/24/2025

Dealership Name: Nick Nicholas Ford, Inc.

Sales Code : F24427

Dealer Rep.	Franklin Barnett	Type	Fleet	Vehicle Line	Superduty	Order Code	I119
Customer Name	City invernes	Priority Code	A3	Model Year	2026	Price Level	630

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F350 4X4 SUPERCAB PICKUP/164	\$52525	50 STATE EMISSIONS	\$0
164 INCH WHEELBASE	\$0	CAMPER PACKAGE	\$160
TOTAL BASE VEHICLE	\$52525	.HEAVY SERVICE FRONT SUSPENSION	\$0
RACE RED	\$395	ROOF CLEARANCE LIGHTS	\$150
VINYL 40/MINI-CONSOLE/40 SEAT	\$355	JACK	\$0
MEDIUM DARK SLATE	\$0	LED BOX LIGHTING	\$160
PREFERRED EQUIPMENT PKG.610A	\$0	410 AMP DUAL ALTERNATOR	\$215
.XL TRIM	\$0	PRICE CONCESSION INDICATOR	\$0
.AIR CONDITIONING -- CFC FREE	\$0	REMARKS TRAILER	\$0
.AM/FM STEREO MP3/CLK	\$0	DUAL BATTERY	\$210
.6.8L DEVCT NA PFI V8 ENGINE	\$0	CONN PKG: 1 YR INCL W/FORD APP	\$0
10-SPEED AUTO TORQSHIFT-G	\$0	XL CHROME PACKAGE	\$425
JOB #1 ORDER	\$0	.FOG LAMPS	\$0
FRONT LICENSE PLATE BRACKET	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
XL OFF-ROAD PACKAGE	\$995	FUEL CHARGE	\$0
.33" OFF ROAD LT285/70R17 AT	\$0	PRICED DORA	\$0
.3.73 ELECTRONIC-LOCKING AXLE	\$0	ADVERTISING ASSESSMENT	\$0
.SKID PLATES	\$0	DESTINATION & DELIVERY	\$2595
10800# GVWR PACKAGE	\$0		
TOTAL BASE AND OPTIONS			MSRP \$58185
DISCOUNTS			NA
TOTAL			\$58185

ORDERING FIN: OA731 END USER FIN: OA731

INCENTIVES

Acc. Code ID :10 Contract/Ref # :05-801T Bid Date :05/08/25State : FL

DISCOUNTS:
\$-3000.00

Customer Name:

Customer Email:

Nick Nicholas Ford Inc

Date: 12/9/2025
Salesperson: Ileana Sims
Manager: Nick Bryant
Customer ID #: 648623

FOR INTERNAL USE ONLY

BUSINESS NAME	CITY OF INVERNESS	Home Phone : (352) 726-4488
CONTACT	212 W MAIN ST	Work Phone :
Address :	INVERNESS, FL 34450	
	CITRUS	
E-Mail :	WWORLEY@INVERNESS.GOV	Cell Phone : (352) 726-2611

VEHICLE	Stock # :	New / Used : New	VIN :	Mileage:
	Vehicle : 2026 Ford F-350		Color :	
	Type : ORDERING NEW BRUSH TRUCK			

Market Value Selling Price	<u>51,268.00</u>
Battery Fee	<u>3.00</u>
FL Tire Fee	<u>5.00</u>
MVWEA	<u>2.00</u>
Balance	<u>51,278.00</u>

Customer Approval: _____ Management Approval: _____
By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.

Agenda Memorandum - *City of Inverness*

December 16, 2025

TO: Elected Officials
FROM: Eric Williams, City Manager
SUBJECT: Vehicle Purchase - Ladder Truck - Fire Department
CC: Bobby Bessler, Fire Chief, Frank Calascione, Assistant City Manager, Susan Jackson, City Clerk, Alexis Koter, Finance Director
Enclosures: 1. Matthey Proposal Inverness Fire Department SO#148721 12-8-25 (002)

Congressman Gus Bilirakis recently secured \$715,000 in federal appropriations to support the purchase of a new ladder truck for the City of Inverness Fire Department. This allocation was based on a March 2024 price quote of \$1,300,000 for an available unit at that time. The federal share represented 55% of the projected cost, with a required City match of 45% (\$585,000).

Due to federal budget delays and the government shutdown, official approval of the funding took more than eighteen months. During this period, the originally quoted unit was sold to another agency. Market conditions have since changed significantly, with current ladder truck prices commonly exceeding \$2,000,000 with extended build times of 2-4 years, resulting in limited availability and competitive purchasing for completed units.

Locally, E-One in Ocala is currently completing a ladder truck that was ordered by another department and subsequently made available when the customer opted for a different model. This unit meets the operational needs of our Fire Department and is scheduled for completion in March 2026. It is available to the City at government pricing for the cost of \$1,629,507 through the Florida Sheriff's Cooperative Purchasing Program.

Before Council this evening is a proposed bid for the purchase of the aforementioned E-One ladder truck, utilizing the \$715,000 in Federal Appropriations and supplementing the remaining cost (\$585,000 originally projected + \$329,507 price increase) with available Fire Department Reserve funds.

Recommended Action:

1. Allow staff to speak
2. Motion and second to approve the purchase of a 2026 E-One 100' Cyclone II Ladder Truck in the amount of \$1,629,507 through E-One's authorized dealer Matthey Fire & Emergency Co. utilizing government pricing and funding the balance of \$914,507 from the Fire Department Reserve.
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

Apparatus Proposal

DATE: December 8, 2025

The Proposal has been prepared for:

City of Inverness Fire Department

105 S. Apopka Ave.

Inverness, FL. 34452

Matheny Fire & Emergency is pleased to offer City of Inverness Fire Department one (1) 2026 E-ONE 100' Metro Ladder on a Typhoon chassis. This vehicle shall be in accordance with the attached specifications. The purchase price shall include all vehicle components and NFPA equipment as requested by the fire department as detailed in the Matheny Fire & Emergency Proposal. 148721 is an available stock unit and is on a first come first serve basis.

Delivery will be F.O.B. Customer Location

Contract: FSA25-VEF19.0, Fire & Rescue Vehicles, Boats, and Equipment	\$1,433,266.00
Group: Rear Mounted Aerial Apparatus	
Item: 132, E-ONE, Cyclone II 100` - Aluminum, N/A	
Upgraded options	\$186,022.00
Shelving, graphics	\$33,000.00
Delivery and Inspections	\$2,100.00
Subtotal	\$1,654,388.00
E-ONE Loyalty Discount	-\$24,881.00
Total	\$1,629,507.00

This quote is valid for 30 days unless extended in writing.

Tariffs: This bid price does not include the impact of tariffs on imported goods implemented since March 01, 2025, as the application or impact of such tariffs is not currently clear. Matheny (or OEM) reserves the right to change the price in accordance with contract terms in reference to tariffs implemented by the Federal Government.

CONTINGENCIES: Matheny will not be liable for any delay, failure to make delivery, or other default due to strikes or labor unrest, war, riot, federal, state, or local government action, fire, flood or other disaster or acts of God, accidents, breakdown of machinery, lack of or inability to obtain materials, commercial chassis', parts or supplies, or any other causes or circumstances beyond the reasonable control of Company which prevent or hinder Company's manufacture and/or delivery of the apparatus. Additionally, the quoted pricing may be subject to manufacturer price adjustment for any unforeseen materials and/or component cost increases incurred at time of materials acquisition and/or production in the form of a material cost increase. Supporting documentation shall be provided detailing any changes that may impact final pricing and delivery.

CHANGES IN REGULATIONS/INDUSTRY STANDARDS: The Pricing is subject to adjustment for changes to the Apparatus necessitated by changes in applicable government regulations (such as FMVSS or emissions regulations), industry standards (such as NFPA standards), replacement of discounted



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Established 1922

725 SW 46th Ave.

Ocala, FL 34474

(P) 352-629-6305

www.mathenyfire.com

models or components from vendors, or freight charges. Buyer is responsible for any cost increases due to such changes beyond Matheny control and is above and beyond standard annual price increases.

This proposal is deemed acceptable by the undersigned. In witness whereof, The Company and the Purchaser shall execute and agreement to this proposal with signatures and authorizations representatives as of the date set forth by each.


Kris Umbrell – Territory Sales Manager

12/8/25
Date


Dee Daniels – Director of Apparatus Sales

12/8/25
Date



Agenda Memorandum - *City of Inverness*

December 16, 2025

TO: Elected Officials

FROM: Eric Williams, City Manager

SUBJECT: Project and Program Updates

- Helping Families Holiday Donation - Program Update
- WPP Workshop 12/17/25 5:30pm
- Other
- Merry Christmas and Happy New Year

CC: Susan Jackson, City Clerk

Enclosures:
