



## CITY OF BELLE ISLE, FL CITY COUNCIL MEETING

Held in City Hall Chambers 1660 Nela Ave, Belle Isle, FL  
Held the 1st and 3rd Tuesday of Every Month  
Tuesday, July 06, 2021 \* 6:30 PM

### AGENDA

#### City Council Commissioners

Nicholas Fouraker, Mayor

Vice-Mayor, District 6 Commissioner – Jim Partin

District 1 Commissioner – Ed Gold | District 2 Commissioner – Anthony Carugno | District 3 Commissioner – Karl Shuck

District 4 Commissioner – Mike Sims | District 5 Commissioner – Rick Miller | District 7 Commissioner – Sue Nielsen

#### Welcome

Welcome to the City of Belle Isle City Council meeting. Agendas and all backup material supporting each agenda item are available in the City Clerk's office or on the website at [www.belleislefl.gov](http://www.belleislefl.gov). If you are not on the agenda, please complete the yellow "Request to Speak" form to be handed to the City Clerk. When the Mayor recognizes you, state your name and address and direct all remarks to the Council as a body and not to individual council members, staff, or audience. The Council is pleased to hear relevant comments and has set a three-minute limit. Rosenberg's Rules of Order guide the conduct of the meeting. Order and decorum will be preserved at all meetings. Personal, impertinent, or slanderous remarks are not permitted. Please silence all technology during the session. Thank you for participating in your City Government.

1. **Call to Order and Confirmation of Quorum**
2. **Invocation and Pledge to Flag - Comm Partin, District 6**
3. **Public Hearings**

a. Appeal of Public Hearing #2021-04-005 decision for 6814 Seminole Drive- Pursuant to Belle Isle Code Sec. 50-102 (B) (5), SEC. 50-102 (B) (16) AND SEC. 42-64, the Board shall consider and take action on a requested variance to place decorative columns with a gate in the front yard of a residential property, submitted by the property owner, Chris George, at 6814 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-031.

b. Appeal of Public Hearing Case #2021-04-003 - Pursuant to Belle Isle Code Sec. 50-102 (b) (5), Sec. 50-102 (b) (16) and Sec. 42-64, the Board shall consider and take action on a requested variance to place decorative columns with a gate in the front yard of a residential property, submitted by the property owner, 6806 Seminole LLC, at 6820 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-040.

4. **Consent Items** - These items are considered routine and have been previously discussed by the Council. They will be adopted by one motion unless a Council member requests before the vote on the motion to have an item removed from the consent agenda and considered separately.

a. Approval of City Council meeting minutes - June 15, 2021

b. Approval of City Council Special Called Session - June 22, 2021

5. **Citizen's Comments**

**Persons desiring to address the Council MUST complete and provide to the City Clerk a yellow "Request to Speak" form located by the door.** After being recognized by the Mayor, persons are asked to come forward and speak from the lectern, state their name and address, and direct all remarks to the Council as a body and not to individual members of the Council, staff or audience. **Citizen comments and each section of the agenda where public comment is allowed are limited to three (3) minutes.** Questions will be referred to staff and should be answered by staff within a reasonable period of time following the date of the meeting. Order and decorum will be preserved at all meetings. Personal, impertinent or slanderous remarks are not permitted. Thank you.

6. **Unfinished Business**

a. Ordinance 21-06: Second Reading and Adoption - AN ORDINANCE OF THE CITY OF BELLE ISLE, FLORIDA; AMENDING § 10-36 OF ARTICLE II OF CHAPTER 10 OF THE BELLE ISLE CITY CODE OF ORDINANCES PERTAINING TO CONDITIONS PRECEDENT TO ENFORCEMENT OFFICER'S ENTRY ONTO PRIVATE PROPERTY FOR INSPECTION OR COMPLIANCE PURPOSES; PROVIDING FOR SEVERABILITY, CONFLICTS, CODIFICATION, DIRECTION TO CITY STAFF, AND THE EFFECTIVE DATE OF THIS ORDINANCE.

b. Ordinance 21-07: Second Reading and Adoption - AN ORDINANCE OF THE CITY OF BELLE ISLE, FLORIDA; AMENDING CHAPTER 34, ARTICLE II OF THE CITY CODE GOVERNING BOAT EQUIPMENT AND OPERATION; CREATING A NEW 34-39

DESIGNATING SWIM AREAS, AND ESTABLISHING A RELATED VESSEL-EXCLUSION ZONE, ON THE LAKE CONWAY CHAIN OF LAKES; PROVIDING FOR SEVERABILITY, CONFLICTS, CODIFICATION, DIRECTION TO CITY STAFF, AND THE EFFECTIVE DATE OF THIS ORDINANCE.

**7. New Business**

- a.** Approval of Resolution 21-09 Increase Non-Ad Valorem Rate for Solid Waste - A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA AUTHORIZING AN INCREASE IN THE ANNUAL NON-AD VALOREM SOLID WASTE COLLECTION ASSESSMENT; AND PROVIDING AN EFFECTIVE DATE.
- b.** Approval of Resolution 21-10 Increase Non-Ad Valorem Rate for Stormwater - A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA AUTHORIZING AN INCREASE IN THE ANNUAL NON-AD VALOREM STORMWATER ASSESSMENT; AND PROVIDING AN EFFECTIVE DATE.
- c.** Approval of Resolution 21-11 Approval to Piggyback Multiple Contracts for Pipe Lining - A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA, AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO VENDORS APPROVED BY POLK COUNTY, THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT), AND ST JOHN'S COUNTY FOR CURED IN PLACE PIPE (CIPP) SERVICES, PIGGYBACKING POLK COUNTY ITB NO. #20-577, FDOT E5V49-R0, AND ST. JOHNS COUNTY BID #21-05; PROVIDING FOR AN EFFECTIVE DATE AND FOR ALL OTHER PURPOSES.
- d.** Approval of Resolution 21-12 Approval to Piggyback Multiple Contracts for Basin/Pipe Cleaning and CCTV - A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA, AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO VENDORS APPROVED BY POLK COUNTY, THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT), AND ST JOHN'S COUNTY FOR STORMWATER SYSTEM CLEANING AND CCTV SERVICES, PIGGYBACKING POLK COUNTY ITB NO. #20-577, FDOT E5V49-R0, AND ST. JOHNS COUNTY BID #21-05; PROVIDING FOR AN EFFECTIVE DATE AND FOR ALL OTHER PURPOSES.
- e.** Approval of Resolution 21-13 Establishing Rules for Board Member Attendance vs Communications Technology Media - A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA, ESTABLISHING RULES FOR BOARD MEMBER ATTENDANCE VIA COMMUNICATIONS TECHNOLOGY MEDIA; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.
- f.** Approval of Resolution 21-14 to dispose of Surplus Property - A RESOLUTION DECLARING SURPLUS CERTAIN PERSONAL PROPERTY AND DIRECTING THE CITY MANAGER TO DISPOSE OF THE PROPERTY FOR VALUE THROUGH AN OPEN PUBLIC PROCESS.
- g.** Appoint Alternate for MAC Committee on Orlando Metroplan Board
- h.** Sol Avenue Reconstruction Project

**8. Attorney's Report**

**9. City Manager's Report**

- a.** Issues Log
- b.** Chief's Report

**10. Mayor's Report**

**11. Items from Council**

**12. Adjournment**



**CITY OF BELLE ISLE, FLORIDA  
CITY COUNCIL AGENDA ITEM COVER SHEET**

**Meeting Date:** July 6, 2021

**To:** Honorable Mayor and City Council Members

**From:** B. Francis, City Manager

**Subject:** Appeal of P&Z Approval of Decorative Columns and Gates for Seminole Properties

**Background:** The P&Z Board’s decision to approve the variances for decorative columns and gates for 6814 and 6820 Seminole Drive.

The basis of the appeal is that the P&Z Board, although approving the variance, the board also added an arbitrary requirement that the columns be set back 20 feet from the right of way (as opposed to the road). The appellants believe this condition should be changed to allow a 20-foot setback from the road, not the right-of-way.

The procedure for this appeal is the same as other recent appeals.

With the decision of the P&Z Board being appealed, Section 42-71 (b) (3) states that “The council shall conduct a trial de novo hearing upon any appeal taken from the ruling of the board, and hear the testimony of witnesses and other evidence offered by the aggrieved person and interested parties to the appeal and may, in conformity with this article and the Land Development Code, rules and regulations adopted thereunder, reverse or affirm, wholly or partly, or may modify the order, requirement, decision or determination of the board.”

De Novo Hearing: The city council shall hear the appeal as a new matter.

Before the meeting on Tuesday evening, the Council Members should familiarize themselves with BIMC ARTICLE IV. - EX PARTE COMMUNICATIONS, Sec. 2-163.

**Staff Recommendation:** Approve the variance with a 20-foot setback from the road as requested by the property owners. Site Plan with conditions as approved by the P&Z Board. The staff also recommends that this approval be extended to 6806 Seminole and 6814 Seminole to provide consistency with the surrounding properties.

**Suggested Motion:** I move that we approve the variances of 6814 Seminole and 6820 Seminole for decorative columns with gates with the condition that the columns are set back 20-feet from the road.

**Alternatives:** Do not approve the variances or approve the variances with conditions.

**Fiscal Impact:** None

**Attachments:** Emails Appealing the P&Z Decision  
P&Z Staff Reports  
P&Z Minutes for April 27, 2021

April 16, 2021

**Variance Application: 6814 Seminole Drive**

Applicant Request: PURSUANT TO BELLE ISLE CODE SEC. 50-102 (B) (5), SEC. 50-102 (B) (16) AND SEC. 42-64, THE BOARD SHALL CONSIDER AND TAKE ACTION ON A REQUESTED VARIANCE TO PLACE DECORATIVE COLUMNS WITH A GATE IN THE FRONT YARD OF A RESIDENTIAL PROPERTY, SUBMITTED BY THE PROPERTY OWNER, CHRIS GEORGE, AT 6814 SEMINOLE DRIVE, BELLE ISLE, FL 32812 ALSO KNOWN AS PARCEL # 29-23-30-4389-02-031.

**Existing Zoning/Use:** R-2/ single-family home

This variance application seeks a variance from Sec. 50-102 (b) (5) (a) to allow decorative columns and an optional gate in the front yard of the property.

Security and safety are a concern due to trespassing and other criminal activity that has taken place on adjacent property. The applicant has provided information supporting the variance request with additional information about the security and safety issues encountered. Please see this information enclosed with this agenda item packet.

The board in granting an application for the variance may consider as justifying criteria, the following from Sec. 50-102 (b) (16):

1. A difference in grade between the property upon which the fence will be installed and the immediately adjacent property;
2. The height or construction materials of already existing abutting walls or fences; and/or
3. Conditions existing upon or occupational use of adjacent property creating an exceptional privacy or security need of applicant.

The requirements of Sec. 42-64 (1) except for subsections 42-64 (1) (d) and (1) (f) shall otherwise be met.

**Staff Recommendation**

Based on the applicant's identification that security and safety are concerns, staff recommends approval of the requested variance. This is consistent with meeting the criteria established in Sec. 50-102 (b) (16) (3) which the Board may consider as justifying criteria according to the code.

**Additional Notes**

Please note that the Board may approve the proposed variance application as it is presented to them, approve with specific conditions, continue the application if additional information is being requested for consideration, or deny the application, citing which variance criteria are not met. A decision by the Board may be appealed by an aggrieved person to the City Council pursuant to Code Sec. 42-71.

**ITEM 4(c)**  
**MEMORANDUM**

**TO:** Planning and Zoning Board

**DATE:** April 27, 2021

Public Hearing Case #2021-04-005- Pursuant to Belle Isle Code Sec. 50-102 (b) (5), Sec. 50-102 (b) (16) and Sec. 42-64, the Board shall consider and take action on a requested variance to place decorative columns with a gate in the front yard of a residential property, submitted by the property owner, Chris George, at 6814 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-031.

**Background:**

1. On April 1, 2021, the applicant, Chris George, submitted a request, application, and required paperwork.
2. A Notice of Public Hearing legal advertisement was placed on Saturday, March 13, 2021, in Orlando Sentinel.
3. Letters to the abutting property owners within 300 feet of the subject property were mailed on April 15, 2021.

The Board may adopt all, some, or none of these determinations as part of their findings-of-fact. The Board may also add any additional findings-of-fact that are presented at the public hearing. The Board will need to determine if the criteria set forth in Chapter 42, Article III, Section 42-64(1) of the Land Development Code have been met and approve, approve with conditions, or deny this request.

**SAMPLE MOTION TO APPROVE:**

"I move, pursuant to Belle Isle Code **Sec 50-102 (b) (5), Sec 50-102 (b) (16) and Sec 42-64** of the Belle Isle Land Development Code having been met **TO APPROVE** decorative columns with a gate in the front yard of a residential property, submitted by the property owner, Chris George, at 6814 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-031

**SAMPLE MOTION TO DENY:**

"I move, pursuant to Belle Isle Code **Sec 50-102 (b) (5), Sec 50-102 (b) (16) and Sec 42-64**, the justifying criteria of the Belle Isle Land Development Code, **having NOT been met; [use only if NONE of the justifying criteria have been met]** the requirements of, Subsections: [STATE ONLY THE SUBSECTIONS BELOW THAT ARE NOT SATISFIED] **having NOT been met; [may be used in addition to above or alone] TO DENY** decorative columns with a gate in the front yard of a residential property, submitted by the property owner, Chris George, at 6814 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-031

**SUBSECTION (D)**, a literal enforcement of the provisions of the zoning ordinances would result in unnecessary hardship and that said hardship is created by special conditions and circumstances peculiar to the land, structure or building involved, including but not limited to dimensions, topography or soil conditions.

**SUBSECTION (E)**, personal hardship is not being considered as grounds for a variance since the variance will continue to affect the character of the neighborhood after title to the property has passed and that the special conditions and circumstances were not created in order to circumvent the Code or for the purpose of obtaining a variance.

**SUBSECTION (F)**, the variance is the minimum variance that will make possible the reasonable use of the land, building or structure.

**SUBSECTION (G)**, the granting of the variance will be in harmony with the general purpose and intent of the Code, will not be injurious to the neighborhood, will not be detrimental to the public welfare, and will not be contrary to the public interest.

City of Belle Isle

1600 Nela Avenue, Belle Isle, Florida 32809 \* Tel 407-851-7730 \* Fax 407-240-2222

APPLICATION FOR VARIANCE / SPECIAL EXCEPTION

DATE: 3/24/21

P&Z CASE #: 2021-04-005

VARIANCE  SPECIAL EXCEPTION  OTHER

DATE OF HEARING: \_\_\_\_\_

APPLICANT: Chris George

OWNER: SAME

ADDRESS: 6814 Seminole Drive

Belle Isle 32812

PHONE: 407-227-7806

PARCEL TAX ID #: 29-23-30-4389-02-031

LAND USE CLASSIFICATION: R1AA ZONING DISTRICT: \_\_\_\_\_

DETAILED VARIANCE REQUEST: To add decorative columns to driveway with automated gate and filled with hedges.

SECTION OF CODE VARIANCE REQUESTED ON: \_\_\_\_\_

The applicant hereby states that the property for which this hearing is requested has not been the subject of a hearing before the Planning and Zoning Board of the kind and type requested in the application within a period of nine (9) months prior to the filing of the application. Further that the requested use does not violate any deed restriction of the property.

By submitting the application, I authorize City of Belle Isle employees and members of the P&Z Board to enter my property, during reasonable hours, to inspect the area of my property to which the application applies.

Applicant shall provide a minimum of ten (10) sets of three (3) photographs in support of this application as follows: at least one (1) photograph of the front of the property and at least two photographs (from different angles) of the specific area of the property to which the application applies.

APPLICANT'S SIGNATURE

OWNER'S SIGNATURE

FOR OFFICE USE ONLY:

FEE: \$150.00

4/1/21 Date Paid

1102 Check/Cash

Hrp Rec'd By

Determination \_\_\_\_\_

Appealed to City Council:  Yes  No

Council Action: \_\_\_\_\_

March 8<sup>th</sup>, 2021

~~6822~~ Seminole Variance Request:

6814

**Special conditions:** Given the high traffic volume on Seminole Drive there is a constant amount of foot and automotive traffic moving through the area. We have seen some criminal activity including multiple instances of trespassing and theft, and an incident that occurred at 6810 Seminole which involved a number of charges ( drug charges, lewd behavior in front of a minor, trespassing, etc ) against a person arrested and removed from that property. This is clearly an ongoing concern for everyone in the area, specifically speaking to the owners of lots 1 – 5 all share this concern and would like to mitigate any exposure. In a lower traffic area this would presumably be less of a concern.

**Not Self Created:** Other than choosing to live on Seminole Drive these issues are out of our control.

**Minimum Possible Variance:** We have considered creating a barrier by use of landscaping but do not believe this is much of a deterrent without the ability to place a gate at the driveway which many other homes on Seminole drive already have. A combination of landscaping or a fence and a gate would provide enough of a deterrent to likely limit any criminal trespassing and / or criminal activity.

**Purpose and Intent:** Installing columns and an automatic gate will have no effect on neighboring properties whatsoever. If approved it is the intent of lots 1 – 5 on Seminole drive to install the same type of improvements which would create a nice uniform look along Seminole Drive. There are already a number of homes on Seminole who have gates on their driveway and either front yard gates or landscape barriers combined with automatic gates. There will be zero impact to pedestrian safety or traffic control.

**Construction:** Columns would be placed at the edges of the driveway behind the sidewalk as to not impede any traffic if a gate is installed. Columns would be construction with concrete block and finished in either stucco or some type of decorative façade. Electric will be run to the columns to provide ability to install an automatic gate and potentially add some lighting to the columns. Columns would not exceed six feet in height to remain within standards for privacy fencing.



# Property Record - 29-23-30-4389-02-031

Orange County Property Appraiser • <http://www.ocpafl.org>

## Property Summary as of 04/01/2021

### Property Name

Seminole Dr

### Names

George Christopher James

### Municipality

BI - Belle Isle

### Property Use

0030 - Vacant Water

### Mailing Address

437 Harbour Oaks Pointe Dr  
Orlando, FL 32809-3013

### Physical Address

Seminole Dr  
Orlando, FL 32812



QR Code For Mobile Phone



## Value and Taxes

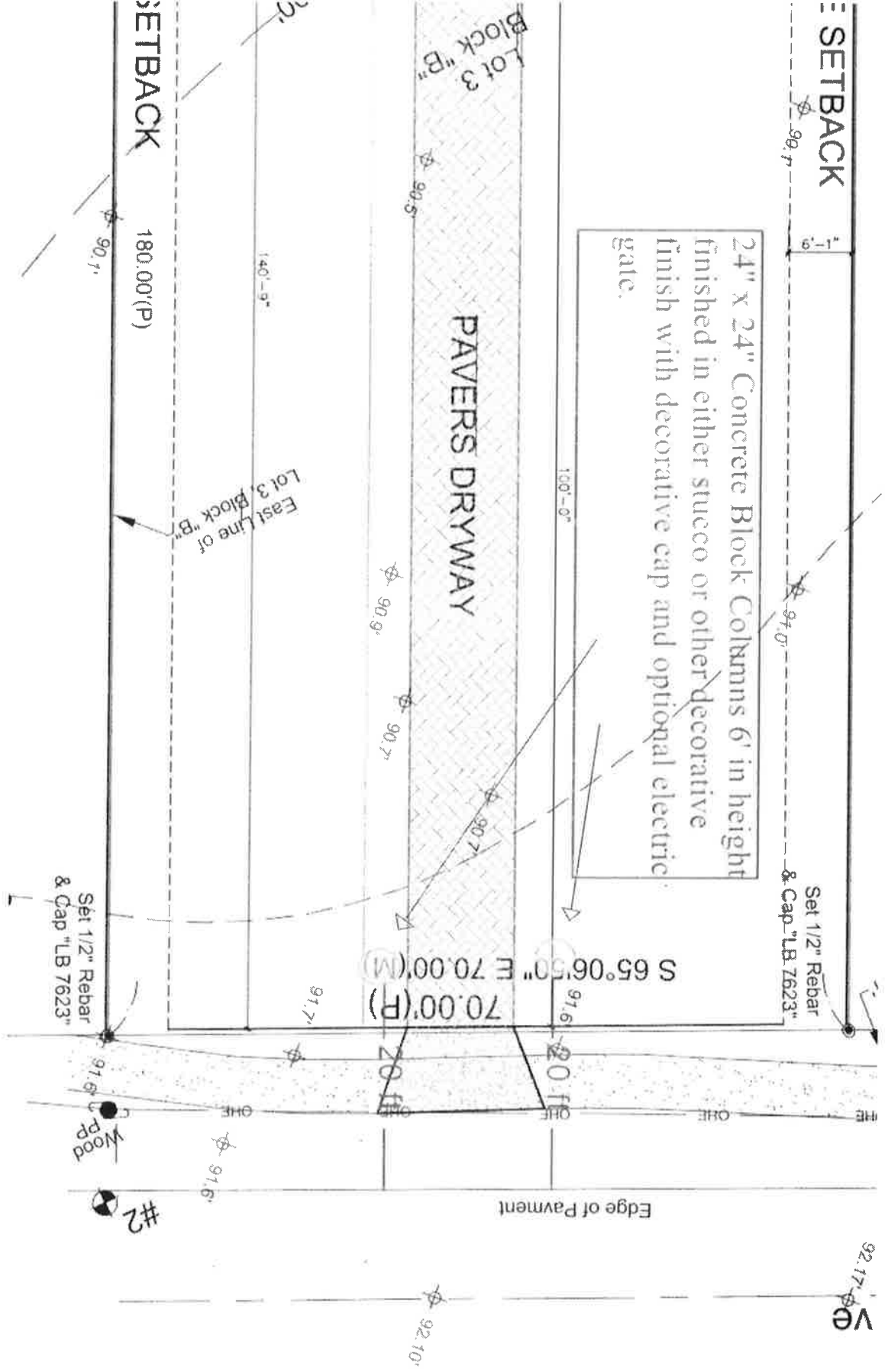
### Historical Value and Tax Benefits

Tax Year Values	Land	Building(s)	Feature(s)	Market Value	Assessed Value
2020 <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	\$425,000	+ \$0	+ \$0 = \$425,000 (12%)	\$418,000 (10%)	
2019 <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	\$380,000	+ \$0	+ \$0 = \$380,000 (0%)	\$380,000 (0%)	
2018 <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	\$380,000	+ \$0	+ \$0 = \$380,000 (0%)	\$380,000 (0%)	
2017 <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	\$380,000	+ \$0	+ \$0 = \$380,000	\$380,000	

a.







April 16, 2021

**Variance Application: 6820 Seminole Drive**

Applicant Request: PURSUANT TO BELLE ISLE CODE SEC. 50-102 (B) (5), SEC. 50-102 (B) (16) AND SEC. 42-64, THE BOARD SHALL CONSIDER AND TAKE ACTION ON A REQUESTED VARIANCE TO PLACE DECORATIVE COLUMNS WITH A GATE IN THE FRONT YARD OF A RESIDENTIAL PROPERTY, SUBMITTED BY THE PROPERTY OWNER, 6806 SEMINOLE LLC, AT 6820 SEMINOLE DRIVE, BELLE ISLE, FL 32812 ALSO KNOWN AS PARCEL # 29-23-30-4389-02-040.

**Existing Zoning/Use:** R-1-AA/ single-family home

This variance application seeks a variance from Sec. 50-102 (b) (5) (a) to allow decorative columns and an optional gate in the front yard of the property.

Security and safety are a concern due to trespassing and other criminal activity that has taken place on adjacent property. The applicant has provided information supporting the variance request with additional information about the security and safety issues encountered. Please see this information enclosed with this agenda item packet.

The board in granting an application for the variance may consider as justifying criteria, the following from Sec. 50-102 (b) (16):

1. A difference in grade between the property upon which the fence will be installed and the immediately adjacent property;
2. The height or construction materials of already existing abutting walls or fences; and/or
3. Conditions existing upon or occupational use of adjacent property creating an exceptional privacy or security need of applicant.

The requirements of Sec. 42-64 (1) except for subsections 42-64 (1) (d) and (1) (f) shall otherwise be met.

**Staff Recommendation**

Based on the applicant's identification that security and safety are concerns, staff recommends approval of the requested variance. This is consistent with meeting the criteria established in Sec. 50-102 (b) (16) (3) which the Board may consider as justifying criteria according to the code.

**Additional Notes**

Please note that the Board may approve the proposed variance application as it is presented to them, approve with specific conditions, continue the application if additional information is being requested for consideration, or deny the application, citing which variance criteria are not met. A decision by the Board may be appealed by an aggrieved person to the City Council pursuant to Code Sec. 42-71.

**ITEM 4(d)**  
**MEMORANDUM**

**TO:** Planning and Zoning Board

**DATE:** April 27, 2021

Public Hearing Case #2021-04-003- Pursuant to Belle Isle Code Sec. 50-102 (b) (5), Sec. 50-102 (b) (16) and Sec. 42-64, the Board shall consider and take action on a requested variance to place decorative columns with a gate in the front yard of a residential property, submitted by the property owner, 6806 Seminole LLC, at 6820 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-040.

**Background:**

1. On April 1, 2021, the applicant, Chris Comins, submitted a request, application, and required paperwork.
2. A Notice of Public Hearing legal advertisement was placed on Saturday, March 13, 2021, in Orlando Sentinel.
3. Letters to the abutting property owners within 300 feet of the subject property were mailed on April 15, 2021.

The Board may adopt all, some, or none of these determinations as part of their findings-of-fact. The Board may also add any additional findings-of-fact that are presented at the public hearing. The Board will need to determine if the criteria set forth in Chapter 42, Article III, Section 42-64(1) of the Land Development Code have been met and approve, approve with conditions, or deny this request.

**SAMPLE MOTION TO APPROVE:**

"I move, pursuant to Belle Isle Code **Sec 50-102 (b) (5), Sec 50-102 (b) (16) and Sec 42-64** of the Belle Isle Land Development Code having been met **TO APPROVE** decorative columns with a gate in the front yard of a residential property, submitted by the property owner, 6806 Seminole LLC, at 6820 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-040.

**SAMPLE MOTION TO DENY:**

"I move, pursuant to Belle Isle Code **Sec 50-102 (b) (5), Sec 50-102 (b) (16) and Sec 42-64**, the justifying criteria of the Belle Isle Land Development Code, **having NOT been met; [use only if NONE of the justifying criteria have been met]** the requirements of, Subsections: [STATE ONLY THE SUBSECTIONS BELOW THAT ARE NOT SATISFIED] **having NOT been met; [may be used in addition to above or alone] TO DENY** decorative columns with a gate in the front yard of a residential property, submitted by the property owner, 6806 Seminole LLC, at 6820 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-040.

**SUBSECTION (D)**, a literal enforcement of the provisions of the zoning ordinances would result in unnecessary hardship and that said hardship is created by special conditions and circumstances peculiar to the land, structure or building involved, including but not limited to dimensions, topography or soil conditions.

**SUBSECTION (E)**, personal hardship is not being considered as grounds for a variance since the variance will continue to affect the character of the neighborhood after title to the property has passed and that the special conditions and circumstances were not created in order to circumvent the Code or for the purpose of obtaining a variance.

**SUBSECTION (F)**, the variance is the minimum variance that will make possible the reasonable use of the land, building or structure.

**SUBSECTION (G)**, the granting of the variance will be in harmony with the general purpose and intent of the Code, will not be injurious to the neighborhood, will not be detrimental to the public welfare, and will not be contrary to the public interest.

City of Belle Isle

1600 Nela Avenue, Belle Isle, Florida 32809 \* Tel 407-851-7730 \* Fax 407-240-2222

APPLICATION FOR VARIANCE / SPECIAL EXCEPTION

DATE: 3-31-21

P&Z CASE #: 2021-04-003

VARIANCE  SPECIAL EXCEPTION  OTHER

DATE OF HEARING: \_\_\_\_\_

APPLICANT: Chris Comins

OWNER: \_\_\_\_\_

ADDRESS: 6820 Seminole

PHONE: \_\_\_\_\_

PARCEL TAX ID #: 29 23 30 4389 0 2 040

LAND USE CLASSIFICATION: RT ZONING DISTRICT: \_\_\_\_\_

DETAILED VARIANCE REQUEST: Request to add decorative columns on driveway with an option to install an automatic gate. Balance of frontage on Sem Drive to be Hedges

SECTION OF CODE VARIANCE REQUESTED ON: \_\_\_\_\_

The applicant hereby states that the property for which this hearing is requested has not been the subject of a hearing before the Planning and Zoning Board of the kind and type requested in the application within a period of nine (9) months prior to the filing of the application. Further that the requested use does not violate any deed restriction of the property.

By submitting the application, I authorize City of Belle Isle employees and members of the P&Z Board to enter my property, during reasonable hours, to inspect the area of my property to which the application applies.

Applicant shall provide a minimum of ten (10) sets of three (3) photographs in support of this application as follows: at least one (1) photograph of the front of the property and at least two photographs (from different angles) of the specific area of the property to which the application applies.

APPLICANT'S SIGNATURE

OWNER'S SIGNATURE

FOR OFFICE USE ONLY:	FEE: \$150.00	4/1/2021 Date Paid	1505 Check/Cash	Hwp Rec'd By
Determination _____				
Appealed to City Council: <input type="checkbox"/> Yes <input type="checkbox"/> No		Council Action: _____		

March 8<sup>th</sup>, 2021

~~6822~~ Seminole Variance Request:

6820

**Special conditions:** Given the high traffic volume on Seminole Drive there is a constant amount of foot and automotive traffic moving through the area. We have seen some criminal activity including multiple instances of trespassing and theft, and an incident that occurred at 6810 Seminole which involved a number of charges ( drug charges, lewd behavior in front of a minor, trespassing, etc ) against a person arrested and removed from that property. This is clearly an ongoing concern for everyone in the area, specifically speaking to the owners of lots 1 – 5 all share this concern and would like to mitigate any exposure. In a lower traffic area this would presumably be less of a concern.

**Not Self Created:** Other than choosing to live on Seminole Drive these issues are out of our control.

**Minimum Possible Variance:** We have considered creating a barrier by use of landscaping but do not believe this is much of a deterrent without the ability to place a gate at the driveway which many other homes on Seminole drive already have. A combination of landscaping or a fence and a gate would provide enough of a deterrent to likely limit any criminal trespassing and / or criminal activity.

**Purpose and Intent:** Installing columns and an automatic gate will have no effect on neighboring properties whatsoever. If approved it is the intent of lots 1 – 5 on Seminole drive to install the same type of improvements which would create a nice uniform look along Seminole Drive. There are already a number of homes on Seminole who have gates on their driveway and either front yard gates or landscape barriers combined with automatic gates. There will be zero impact to pedestrian safety or traffic control.

**Construction:** Columns would be placed at the edges of the driveway behind the sidewalk as to not impede any traffic if a gate is installed. Columns would be construction with concrete block and finished in either stucco or some type of decorative façade. Electric will be run to the columns to provide ability to install an automatic gate and potentially add some lighting to the columns. Columns would not exceed six feet in height to remain within standards for privacy fencing.



# Property Record - 29-23-30-4389-02-040

Orange County Property Appraiser • <http://www.ocpafl.org>

## Property Summary as of 04/01/2021

**Property Name**

6820 Seminole Dr

**Names**

6806 Seminole LLC

**Municipality**

BI - Belle Isle

**Property Use**

0030 - Vacant Water

**Mailing Address**

6413 Pinecastle Blvd Ste 3  
Orlando, FL 32809-6694

**Physical Address**

6820 Seminole Dr  
Orlando, FL 32812



QR Code For Mobile Phone



6820 SEMINOLE DR, BELLE ISLE, FL 32812 1/15/2021 11:54 AM



6820 SEMINOLE DR 09/04/2013



302329438902040 09/04/2013



302329438902040 09/29/2006

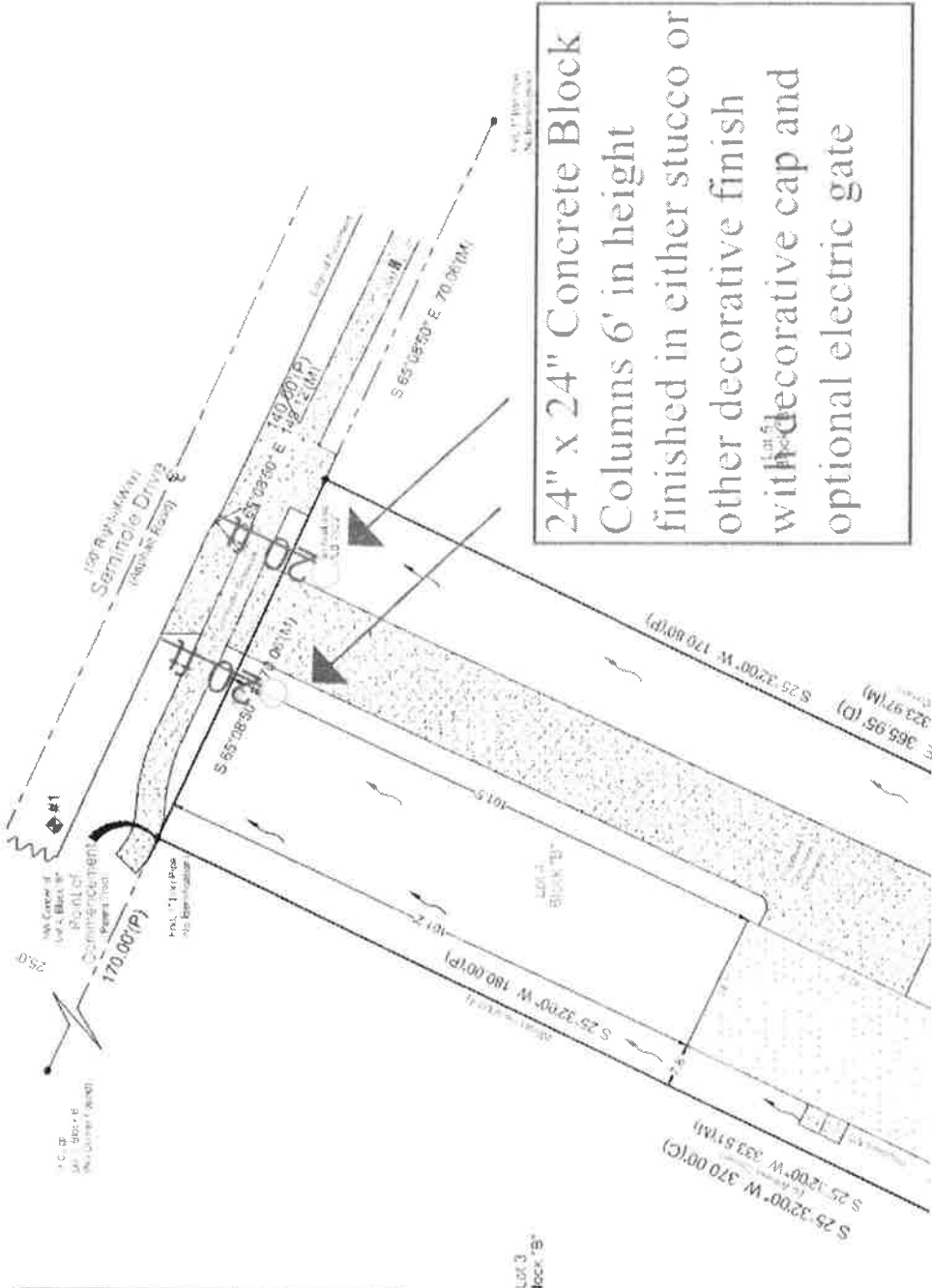




**Plot Plan**

**Legal Description:**  
 Lot 4, Block B, Lake Conway Park, according to the plat thereof as recorded in Plat Book G Page 138 Public Records of Orange County, Florida and ALSO  
 Beginning from the Southwest corner of said Lot 4, thence South 25°32' West 190.0 feet along the prolongation of the West line of said Lot 4 to Lake Conway, thence South 68°27'11" East 70.22 feet along Lake Conway to the prolongation of the East line of said Lot 4; thence N 25°32' E 195.15 feet to the Southeast corner of said Lot 4; thence N 72°36'58" W 73.77 feet along the South Line of said Lot 4 to the POINT OF BEGINNING.  
 Field Evidence:  
 ALL THIS CORNER SURVEY BEING DRIVEN & SEARCHED WITH THE LOCAL SURVEYING MUNICIPALITY OF AUBURN, ALABAMA. THE PROPERTY APPEARS TO BE LOCATED IN ZONE AE. E.D. N. THIS INSTRUMENT WAS FOUND IN CITY OF BELLE ISLE, COMMUNITY NUMBER 125-1, CATED 05/26/99, E.N.

CERTIFIED TO:  
 BRC BUILDERS, LLC



24" x 24" Concrete Block Columns 6' in height finished in either stucco or other decorative finish with decorative cap and optional electric gate

6/2/21  
May 11<sup>th</sup>, 2021

6820 Seminole Drive – P&Z Board Appeal

Notice of Appeal:

Please consider this a formal appeal of the decision made by the planning and zoning board on April 27<sup>th</sup>, 2021. The board made a recommendation to grant our request for decorative columns with gates. However, the board also added an arbitrary requirement that the columns be set back 20 feet from the right of way (as opposed to the road), and we are appealing that portion of the board’s decision for the following reasons.

1. No Traffic Impediment. A 20-foot setback from the road is more than sufficient to alleviate any traffic concerns. This is more than enough room for any vehicles to clear Seminole Drive when they turn into the driveway. A requirement from the right of way would set the columns back at a minimum of 31 feet off of the edge of the road, which is excessive and unnecessary.
2. Tree Hardship. The requirement of a 20-foot setback from the right of way would require the removal of a \$2,500 palm tree which is unlikely to survive a replanting according to an arborist who examined the tree. Requiring the removal of this tree seems to go against the spirit of the city’s code, which promotes keeping as much green space and as many trees as possible.
3. Selective Enforcement. Many other homes on Seminole Drive and in Belle Isle have columns and gates right on the edge of the sidewalk, including some that were approved in the past couple of years. It is unprecedented and unreasonable to place a new requirement on our lot when no other existing homes have this burden. We are not asking to have columns right on the edge of the sidewalk like other homes on Seminole Drive. In fact, the 20-foot setback that we have requested is more than reasonable considering the columns that the board has approved in past years, and there is nothing in the city code that supports the board’s arbitrary requirement of a specific setback from the right of way.
4. Aesthetics. Columns set back 31’ from the edge of Seminole Drive would look unusual and architecturally unappealing.

For those reasons we request that the board revise its approval to remove the requirement of the 20-foot setback from the right of way and approve our application as originally submitted.

Regards,

Steve & Cory Kneipp

City of Belle Isle

1600 Nela Avenue, Belle Isle, Florida 32809 \* Tel 407-851-7730 \* Fax 407-240-2222

APPLICATION FOR VARIANCE / SPECIAL EXCEPTION

DATE: 3-31-21

P&Z CASE #: 2021-04-003

[x] VARIANCE [ ] SPECIAL EXCEPTION [ ] OTHER

DATE OF HEARING: \_\_\_\_\_

APPLICANT: Chris Coning

OWNER: \_\_\_\_\_

ADDRESS: 6820 Seminole

PHONE: \_\_\_\_\_

PARCEL TAX ID #: 29 23 30 4389 0 2 040

LAND USE CLASSIFICATION: RT ZONING DISTRICT: \_\_\_\_\_

DETAILED VARIANCE REQUEST: Request to add decorative columns on driveway with an option to install an automatic gate. Balance of frontage on Sem Drive to be Hedges

SECTION OF CODE VARIANCE REQUESTED ON: \_\_\_\_\_

The applicant hereby states that the property for which this hearing is requested has not been the subject of a hearing before the Planning and Zoning Board of the kind and type requested in the application within a period of nine (9) months prior to the filing of the application. Further that the requested use does not violate any deed restriction of the property.

By submitting the application, I authorize City of Belle Isle employees and members of the P&Z Board to enter my property, during reasonable hours, to inspect the area of my property to which the application applies.

Applicant shall provide a minimum of ten (10) sets of three (3) photographs in support of this application as follows: at least one (1) photograph of the front of the property and at least two photographs (from different angles) of the specific area of the property to which the application applies.

[Signature] APPLICANT'S SIGNATURE

[Signature] OWNER'S SIGNATURE

FOR OFFICE USE ONLY:	FEE: \$150.00	4/1/2021 Date Paid	1505 Check/Cash	Hwp Rec'd By
Determination _____				
Appealed to City Council: [ ] Yes [ ] No		Council Action: _____		

March 8<sup>th</sup>, 2021

~~6827~~ Seminole Variance Request:

6880

**Special conditions:** Given the high traffic volume on Seminole Drive there is a constant amount of foot and automotive traffic moving through the area. We have seen some criminal activity including multiple instances of trespassing and theft, and an incident that occurred at 6810 Seminole which involved a number of charges ( drug charges, lewd behavior in front of a minor, trespassing, etc ) against a person arrested and removed from that property. This is clearly an ongoing concern for everyone in the area, specifically speaking to the owners of lots 1 – 5 all share this concern and would like to mitigate any exposure. In a lower traffic area this would presumably be less of a concern.

**Not Self Created:** Other than choosing to live on Seminole Drive these issues are out of our control.

**Minimum Possible Variance:** We have considered creating a barrier by use of landscaping but do not believe this is much of a deterrent without the ability to place a gate at the driveway which many other homes on Seminole drive already have. A combination of landscaping or a fence and a gate would provide enough of a deterrent to likely limit any criminal trespassing and / or criminal activity.

**Purpose and Intent:** Installing columns and an automatic gate will have no effect on neighboring properties whatsoever. If approved it is the intent of lots 1 – 5 on Seminole drive to install the same type of improvements which would create a nice uniform look along Seminole Drive. There are already a number of homes on Seminole who have gates on their driveway and either front yard gates or landscape barriers combined with automatic gates. There will be zero impact to pedestrian safety or traffic control.

**Construction:** Columns would be placed at the edges of the driveway behind the sidewalk as to not impede any traffic if a gate is installed. Columns would be construction with concrete block and finished in either stucco or some type of decorative façade. Electric will be run to the columns to provide ability to install an automatic gate and potentially add some lighting to the columns. Columns would not exceed six feet in height to remain within standards for privacy fencing.

# Property Record - 29-23-30-4389-02-040

Orange County Property Appraiser • <http://www.ocpafl.org>

## Property Summary as of 04/01/2021

**Property Name**

6820 Seminole Dr

**Names**

6806 Seminole LLC

**Municipality**

BI - Belle Isle

**Property Use**

0030 - Vacant Water

**Mailing Address**

6413 Pinecastle Blvd Ste 3  
Orlando, FL 32809-6694

**Physical Address**

6820 Seminole Dr  
Orlando, FL 32812



QR Code For Mobile Phone



6820 SEMINOLE DR, BELLE ISLE, FL 32812 1/15/2021 11:54 AM



6820 SEMINOLE DR 09/04/2013



302329438902040 09/04/2013



302329438902040 09/29/2006





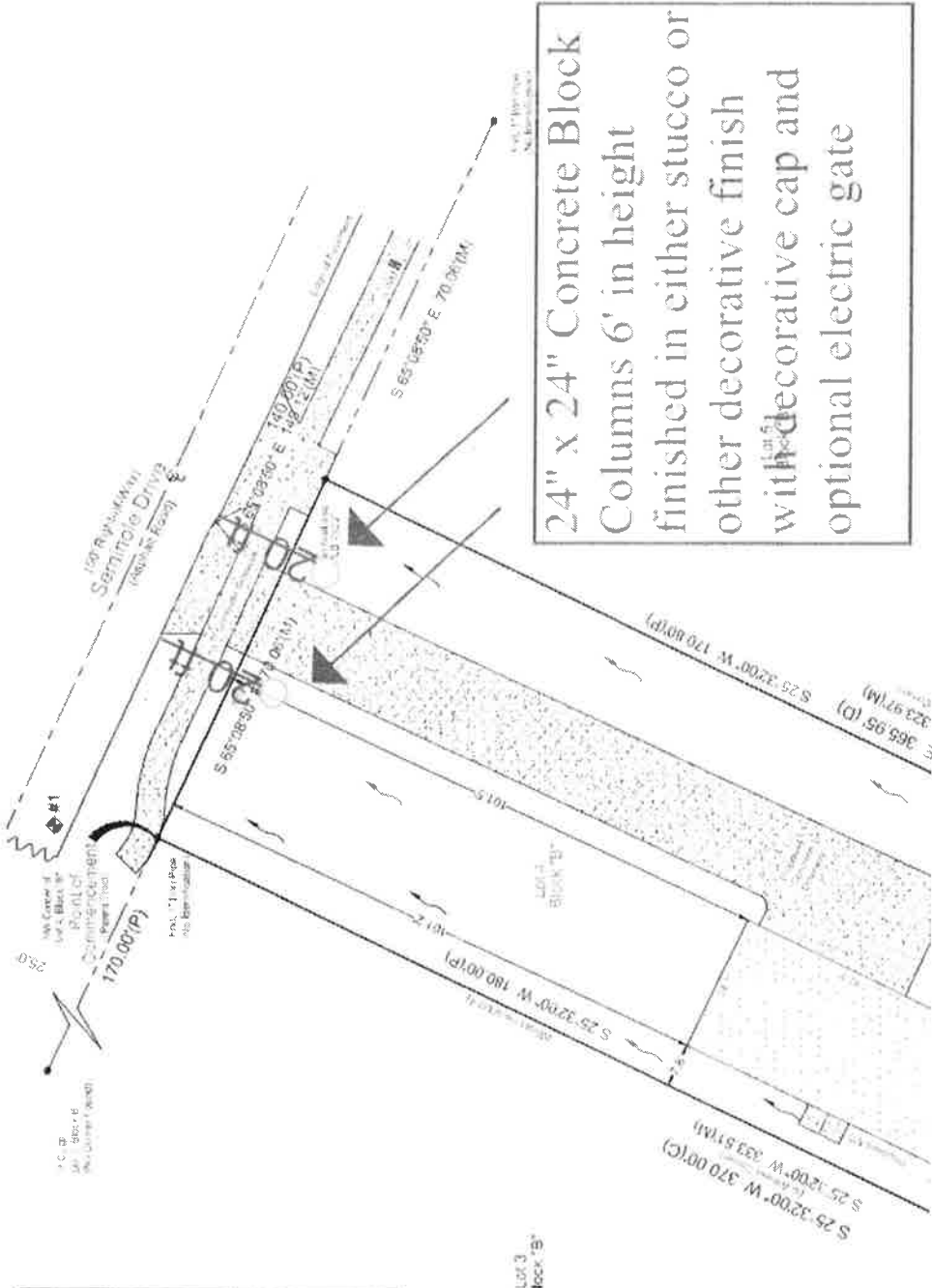
b.



**Plot Plan**

**Legal Description:**  
 Lot 4, Block B, Lake Conway Park, according to the plat thereof as recorded in Plat Book G Page 138 Public Records of Orange County, Florida and ALSO  
 Beginning from the Southwest corner of said Lot 4, thence South 25°32' West 190.0 feet along the prolongation of the West line of said Lot 4 to Lake Conway, thence South 68°27'11" East 70.22 feet along Lake Conway to the prolongation of the East line of said Lot 4; thence N 25°32' E 195.15 feet to the Southeast corner of said Lot 4; thence N 72°36'58" W 73.77 feet along the South line of said Lot 4 to the POINT OF BEGINNING.  
 Field Evidence:  
 ALL THIS CORNER BEING REPEATEDLY SEARCHED WITH THE LOCAL SURVEYING MUNICIPALITY OF AUBURN ALABAMA THE PROPERTY APPEARS TO BE LOCATED IN ZONE AE 450. X. THIS PROPERTY WAS FOUND IN CITY OF BELLE ISLE, COMPLANITY NUMBER 125-1, CATED 05/26/99-15N

CERTIFIED TO:  
 BRC BUILDERS, LLC



24" x 24" Concrete Block Columns 6' in height finished in either stucco or other decorative finish with decorative cap and optional electric gate



# CITY OF BELLE ISLE, FL PLANNING & ZONING BOARD MEETING

Tuesday, April 27, 2021, \* 6:30 pm  
**MINUTES**

### Planning and Zoning Board Members

District 1 member – David Woods, VChair | District 2 member – Christopher Shenefelt | District 3 member – OPEN SEAT  
District 4 member – Randy Holihan, Chair | District 5 member – Rainey Lane | District 6 member – Andrew Thompson  
District 7 member – Dr. Leonard Hobbs

The Belle Isle Planning & Zoning Board met in a regular session on April 27, 2021, at 6:30 pm at the City Hall Chambers located at 1600 Nela Avenue, Belle Isle, FL 32809.

Present was:

Chairman Holihan  
Board member Woods  
Board member Lane  
Board member Thompson  
Board member Hobbs

Absent was:

District 3 - OPEN  
Board member Shenefelt

Also present was City Manager Bob Francis, City Planner April Fisher, Attorney Dan Langley, and City Clerk Yolanda Quiceno.

**1. Call to Order and Confirmation of Quorum**

Chairman Holihan called the meeting to order at 6:30 pm. City Clerk confirmed quorum.

**2. Invocation and Pledge to Flag – Board Member Hobbs, District 7**

Board member Hobbs gave the invocation and led the Pledge to the Flag.

**3. Approval of Minutes - No report.**

**4. Public Hearings**

- a. PUBLIC HEARING CASE #2021-04-001- Pursuant to Belle Isle Code Sec. 42-64, the Board shall consider and take action on a requested variance from Sec. 50-73 (a) to allow a variance from the required building setbacks, submitted by the applicant Pete Clarke, located at 7600 Daetwyler Drive, Belle Isle FL 32812, also known as Parcel # 29-23-30-8036-02-010.

Chairman Holihan opened for Public Hearing 2021-04-001.

April Fisher, City Planner, said the applicant requests a one-foot variance from the required 7.5-foot side building setback. The applicant based his variance on the house's original footprint, which identifies that the house does not sit parallel to the side setback causing the encroachment. Section 41-64(1)e was not met in the staff evaluation of the application.

Staff provides a recommendation not to approve the requested variance based on not meeting Criterion from Section 42-64(1)e-Not Self-Created. The addition could be redesigned to meet that side setback and at the same time not encroach onto any others.

Pete Clarke, the applicant, spoke briefly on the purchase of the home and renovations. Upon obtaining a new survey, he found that the house is not straight on the property on the Daetwyler side. The proposed addition will have a south property line setback of 6.5 feet on the east end and 8.5 feet on the west end of the home. This leaves only half of the construction encroaching on the code setback. There is no home or building that the proposed request would impact. There will be a financial impact to move the footers to comply with the current Code.

---

APPEALS: "If a person decides to appeal (Belle Isle's City Code Section 42-71) any decision made by the Board with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F. S. 286.0105). A notice of appeal to the City Clerk should be submitted within fifteen (15) days after such recommendation or decision is made "Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office (407-851-7730) at least 48 hours in advance of the meeting. –Page 1 of 4

Kelly Carr, the Designer of the plans, spoke on behalf of the applicant. Ms. Carr said having the house sitting at a slight angle has made it much harder to accomplish the design. The garage part of the house sits 6.6 from the property line. When the plans were developed, it was measured from the original survey that showed a fence. After moving forward with a current survey, they found that the initial survey was drawn out of scale, affecting all the measurements of the existing design.

Chairman Holihan called for public comment. There being none, he closed public comment.

Board member Woods said the applicant submitted a letter in favor of the request from the neighbor to the South who would be the most impacted by the variance.

There being no further Board discussion, Board member Lane moved pursuant to Belle Isle Code SEC. 42-64 and SEC 50-73(a) of the Belle Isle Land Development Code having been met TO APPROVE a variance from the required building setbacks, submitted by applicant Pete Clarke, located at 7600 Daetwyler Drive, Belle Isle FL 32812, also known as Parcel # 29-23-30-8036-02-010.

Board member Hobbs seconded the motion, which passed unanimously 6:0.

Ms. Fisher said there is a 15-day appeal waiting period before starting any construction.

- b. PUBLIC HEARING CASE #2021-04-002- Pursuant to Belle Isle Code Sec. 50-102 (b) (5), Sec. 50-102 (b) (16) and Sec. 42-64, the Board shall consider and take action on a requested variance to place decorative columns with a gate in the front yard of a residential property, submitted by the property owner, at 6810 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-021.
- c. PUBLIC HEARING CASE #2021-04-005- Pursuant to Belle Isle Code Sec. 50-102 (b) (5), Sec. 50-102 (b) (16) and Sec. 42-64, the Board shall consider and take action on a requested variance to place decorative columns with a gate in the front yard of a residential property, submitted by the property owner, Chris George, at 6814 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-031.
- d. PUBLIC HEARING CASE #2021-04-003- Pursuant to Belle Isle Code Sec. 50-102 (b) (5), Sec. 50-102 (b) (16) and Sec. 42-64, the Board shall consider and take action on a requested variance to place decorative columns with a gate in the front yard of a residential property, submitted by the property owner, 6806 Seminole LLC, at 6820 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-040.
- e. PUBLIC HEARING CASE #2021-04-004- Pursuant to Belle Isle Code Sec. 50-102 (b) (5), Sec. 50-102 (b) (16) and Sec. 42-64, the Board shall consider and take action on a requested variance to place decorative columns with a gate in the front yard of a residential property, submitted by the property owner, Steven Kneipp, at 6822 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-050.

Ms. Fisher said the next four hearings are the same type of applications. Staff would like to request consideration of the hearings in a discussion and take individual action on each one.

Attorney Langley said if there are distinctions between the applications in any way, they must be clarified in the record.

Ms. Fisher said each request (6810, 6814, 6820, and 6822 Seminole Drive) submitted a variance to allow decorative columns because of their design. The cap will be a little over 6-feet, and the gate in between will follow in line. The rest of the property is identified to be a hedge.

One of the properties in question (6810 Seminole) has had criminal activity and trespassing issues. Because of that, they are requesting the columns with the gate in the front yard. The other three properties are neighbors to that subject property, and they have witnessed a concern for their safety.

The Code has separate criteria for the consideration of fences in the front yard. The Board can consider that threshold as leading a variance request to establish in the regular section of the Code. One of the items identified in the Code is safety concerns and enjoyment of your property. Each application has requested their fence in the front yard based on safety.

---

APPEALS: "If a person decides to appeal (Belle Isle's City Code Section 42-71) any decision made by the Board with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F. S. 286.0105). A notice of appeal to the City Clerk should be submitted within fifteen (15) days after such recommendation or decision is made "Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office (407-851-7730) at least 48 hours in advance of the meeting. --Page 2 of 4

The staff has found that each application meets the requirements for a variance. They had different gates and columns. She recommends identifying the height and design of the gate for each property.

Chairman Holihan opened for public comment. He asked the City Clerk if there were any emails sent in response to the Public Hearings. The City Clerk said yes, and they have been entered into the record. Chairman Holihan recognized the emails as received.

- The homeowner of 6810 Seminole Drive said his application is based on the safety and security of his family. He said there would be no fence installed but decorative columns with podocarpus hedge going across the front of the property 20-feet from the edge of the pavement. He has had four instances where he had to have the Police Department respond.
- Dan Barnes residing at 6803 Seminole Drive, spoke in favor of the variances. He said within two years at his home; he experienced theft on his property. Like the variances, his house has a deep driveway and makes it a bit secluded and tricky to monitor without a fence.
- Jennifer McDaniel residing at 2626 Nela spoke in opposition of the variances and asked that the emails received in opposition be read aloud to the public.

Chairman Holihan stated that the Board received the following emails: Christopher George–In favor, Sue John–Opposed, Emily Wakely–Opposed, Greg Gent–Opposed and Nancy Weinsier–Opposed basically for the same reasons, (1) restriction of the look of openness, (2) driving sightlines and (3) are opposed to front yard fences in general.

April Fisher said she would be comfortable recommending a setback for the columns of 20-foot from the right of way. Discussion ensued on established use and running room to see if anyone is coming and create a sight triangle for safety.

Board member Woods said he agrees with the opposing views in the emails. He said the problem with a high wall is that if someone is hiding behind them, they won't be seen by the homeowner or law enforcement, creating a safety concern. Ms. Fisher said the Board could establish a condition of approval to limit the height of the hedge. Also, the total height of the columns can be established. The Board's consensus was that the City should not attempt to control the height of hedges.

Board member Thompson asked if it was appropriate to approve a variance on a lot that has not been developed. Attorney Langley said yes, the variance is not tied to the home being built.

**Board member Thompson moved, pursuant to Belle Isle Code 50-102 (b) (5), Sec. 50-102 (b) (16) and Sec. 42-64 of the Belle Isle Land Development Code having been met TO APPROVE a variance to place decorative columns with a gate in the front yard of a residential property, submitted by the property owner, at 6810 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-021 subject to the following conditions,**

- **The height of the decorative columns be no higher than 6-foot-6-inches; and**
- **The center of the gate to be no higher than 7-foot-6-inches**
- **With a setback of 20-feet from the right of way.**

**Board member Lane seconded the motion, which passed unanimously 6:0.**

---

APPEALS: "If a person decides to appeal (Belle Isle's City Code Section 42-71) any decision made by the Board with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F. S. 286.0105). A notice of appeal to the City Clerk should be submitted within fifteen (15) days after such recommendation or decision is made "Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office (407-851-7730) at least 48 hours in advance of the meeting. –Page 3 of 4

Board member Thompson moved pursuant to Belle Isle Code Sec 50-102 (b) (5), Sec 50-102 (b) (16), and Sec 42-64 of the Belle Isle Land Development Code having been met TO APPROVE decorative columns with a gate in the front yard of a residential property, submitted by the property owner, Chris George, at 6814 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-031 subject to the following conditions,

- The height of the decorative columns be no higher than 6-foot-6-inches; and
- The center of the gate to be no higher than 7-foot-6-inches
- With a setback of 20-feet from the right of way.

Board member Woods seconded the motion, which passed unanimously 6:0.

Board member Thompson moved pursuant to Belle Isle Code Sec 50-102 (b) (5), Sec 50-102 (b) (16), and Sec 42-64 of the Belle Isle Land Development Code having been met TO APPROVE decorative columns with a gate in the front yard of a residential property, submitted by the property owner, 6806 Seminole LLC, at 6820 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-040 subject to the following conditions,

- The height of the decorative columns be no higher than 6-foot-6-inches; and
- The center of the gate to be no higher than 7-foot-6-inches
- With a setback of 20-feet from the right of way.

Board member Lane seconded the motion, which passed unanimously 6:0.

Board member Thompson moved pursuant to Belle Isle Code Sec 50-102 (b) (5), Sec 50-102 (b) (16), and Sec 42-64 of the Belle Isle Land Development Code having been met TO APPROVE decorative columns with a gate in the front yard of a residential property, submitted by the property owner, Steven Kneipp, at 6822 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-050 subject to the following conditions,

- The height of the decorative columns be no higher than 6-foot-6-inches; and
- The center of the gate to be no higher than 7-foot-6-inches
- With a setback of 20-feet from the right of way.

Board member Hobbs seconded the motion, which passed unanimously 6:0.

Ms. Fisher said there is a 15-day appeal waiting period before starting any construction.

**4. Other Business**

Bob Francis reported that the Council has a nomination for approval at the next City Council meeting for a P&Z Board member for District 3, Michael Statham.

**5. Adjournment**

There being no further business, Chairman Holihan called for a motion to adjourn the meeting, unanimously approved at 7:30 pm.

---

APPEALS: "If a person decides to appeal (Belle Isle's City Code Section 42-71) any decision made by the Board with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F. S. 286.0105). A notice of appeal to the City Clerk should be submitted within fifteen (15) days after such recommendation or decision is made "Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office (407-851-7730) at least 48 hours in advance of the meeting. –Page 4 of 4



# CITY OF BELLE ISLE, FLORIDA

1600 Nela Avenue  
Belle Isle, Florida 32809  
(407) 851-7730 • FAX (407) 240-2222  
[www.cityofbelleislefl.org](http://www.cityofbelleislefl.org)

Mayor  
Nicholas Fouraker

June 16, 2021

City Manager  
Bob Francis

«Parcel»  
«FullName»  
«FullName2»  
«Address»  
«City», «STZip»

City Council

Anthony Carugno  
Vice Mayor  
District 2

### APPEAL OF PUBLIC HEARINGS CASE #2021-04-003 and #2021-04-005

Ed Gold  
District 1

Dear Property Owner:

Karl Shuck  
District 3

You are hereby given notice that the City of Belle Isle City Council will hold a Public Hearing on **Tuesday, July 6, 2021, at 6:30 p.m.**, or as soon thereafter as possible, at the City Hall Chambers located at 1600 Nela Avenue, Belle Isle, FL 32809, to consider and take action on the following:

Mike Sims  
District 4

Appeal of Public Hearing Case #2021-04-003- Pursuant to Belle Isle Code Sec. 50-102 (b) (5), Sec. 50-102 (b) (16) and Sec. 42-64, the Board shall consider and take action on a requested variance to place decorative columns with a gate in the front yard of a residential property, submitted by the property owner, 6806 Seminole LLC, at 6820 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-040.

Rick Miller  
District 5

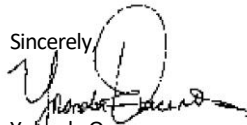
Appeal of Public Hearing Case #2021-04-005- Pursuant to Belle Isle Code Sec. 50-102 (b) (5), Sec. 50-102 (b) (16) and Sec. 42-64, the Board shall consider and take action on a requested variance to place decorative columns with a gate in the front yard of a residential property, submitted by the property owner, Chris George, at 6814 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-031.

Jim Partin  
District 6

You are invited to attend and express your opinion on the matter. Any person(s) with disabilities needing assistance to participate in these proceedings should contact the Planning and Zoning office at (407) 851-7730 at least 24 hours in advance of the meeting.

Sue Nielsen  
District 7

If you decide to appeal the Council's decision, you will need a record of the proceeding. For that purpose, you may need to ensure that a verbatim record of the hearing is made to include evidence and testimony upon which the appeal is to be based. The burden of making such a verbatim record is on the appellant. F.S. 286.0105; 1986 Op. Atty.

Sincerely,  
  
Yolanda Quiceno  
CMC-City Clerk



Parcel	FullName	FullName2
292313000000044	TIITF	
302329438901021	2931 NELA AVENUE LAND TRUST	C/O FP CONSULTANTS LLC TRUSTEE
302329438901023	HAND MARY T ESTATE	
302329438901031	DONOVAN MICHAEL T	DONOVAN RHONDA L
302329438901041	HENDRY WILLARD MYRON	HENDRY DEBRA L
302329438901060	TATRO NANCY E	
302329438901070	WAKLEY EMILY S	
302329438901080	TWICHELL ALAN F JR	
302329438901090	HARVILL ERNEST S	
302329438902010	JOHNSON JEFFREY A JR	JOHNSON WHITNEY W
302329438902021	KINSELLA LESLIE	
302329438902031	GEORGE CHRISTOPHER JAMES	
302329438902040	6806 SEMINOLE LLC	
302329438902050	KNEIPP STEVEN	TAYLOR CORY L
302329438902060	WEINSIER FAMILY TRUST	
302329438902070	MURRAY ROBERT E JR	MURRAY PATRICIA ROMERO
302329438902080	LOCASCIO JOSEPH R	LOCASCIO KIMBERLY H
302329438902090	BARNES DANIEL F	STUMPP-BARNES CARYL A
302329438903010	BASSETT AMBER M	JONES RYAN M
302329438903020	CURTIS LORI R	
302329438903030	LINDAS STEVEN H	BUTLER WILLIAM A
302329438903040	EMERY BARBARA L	
302329438903050	LANGLOTZ ROBERT C JR LIFE ESTATE	REM: ROBIN J RAGAGLIA
302329438903321	ROWLEY MICHAEL E	ROWLEY KATHY
302329438903331	BEDDOW RICHARD R JR	BEDDOW DEBRA L
302329438903341	TURZYNSKA JOANNA	
302329438903350	OSTNER CHARLES F JR	OSTNER PATRICIA L
302329438903360	JOHN SUZANNE E	JOHN PAUL A

Address	City	StZip
3900 COMMONWEALTH BLVD	TALLAHASSEE	FL 32399
2004 E HARDING ST	ORLANDO	FL 32806
3645 PERCIVAL RD	ORLANDO	FL 32826
2935 NELA AVE	BELLE ISLE	FL 32809
3007 NELA AVE	BELLE ISLE	FL 32809
3013 INDIAN DR	BELLE ISLE	FL 32812
3019 INDIAN DR	BELLE ISLE	FL 32812
3025 INDIAN DR	BELLE ISLE	FL 32812
3031 INDIAN DR	BELLE ISLE	FL 32812
6806 SEMINOLE DR	BELLE ISLE	FL 32812
6810 SEMINOLE DR	BELLE ISLE	FL 32812
437 HARBOUR OAKS POINTE DR	ORLANDO	FL 32809
6413 PINECASTLE BLVD STE 3	ORLANDO	FL 32809
2875 S ORANGE AVE STE 500-2810	ORLANDO	FL 32806
6824 SEMINOLE DR	BELLE ISLE	FL 32812
6826 SEMINOLE DR	BELLE ISLE	FL 32812
6832 SEMINOLE DR	BELLE ISLE	FL 32812
6838 SEMINOLE DR	BELLE ISLE	FL 32812
3016 INDIAN DR	BELLE ISLE	FL 32812
3026 INDIAN DR	BELLE ISLE	FL 32812
3106 INDIAN DR	BELLE ISLE	FL 32812
3104 INDIAN DR	BELLE ISLE	FL 32812
3116 INDIAN DR	BELLE ISLE	FL 32812
6833 SEMINOLE DR	BELLE ISLE	FL 32812
6827 SEMINOLE DR	BELLE ISLE	FL 32812
ZIMNY DWOR	83-425 TRZEBUN	XX (POLAND)
6815 SEMINOLE DR	BELLE ISLE	FL 32812
6809 SEMINOLE DR	BELLE ISLE	FL 32812

Parcel	FullName	FullName2	Address	CityZip
2.92E+14	TIITF		3900 COMI TALLAHASS	FL 32399
3.02E+14	2931 NELA AVENUE	LA C/O FP COI	ORLANDO	FL 32806
3.02E+14	HAND MARY T	ESTATE 3645 PERCI	ORLANDO	FL 32826
3.02E+14	DONOVAN DONOVAN	2935 NELA BELLE ISLE		FL 32809
3.02E+14	HENDRY W HENDRY D	I 3007 NELA BELLE ISLE		FL 32809
3.02E+14	TATRO NANCY E	3013 INDIA BELLE ISLE		FL 32812
3.02E+14	WAKLEY EMILY S	3019 INDIA BELLE ISLE		FL 32812
3.02E+14	TWICHELL ALAN F JR	3025 INDIA BELLE ISLE		FL 32812
3.02E+14	HARVILL ERNEST S	3031 INDIA BELLE ISLE		FL 32812
3.02E+14	JOHNSON J JOHNSON	\ 6806 SEMII BELLE ISLE		FL 32812
3.02E+14	KINSELLA LESLIE	6810 SEMII BELLE ISLE		FL 32812
3.02E+14	GEORGE CHRISTOPHEF	437 HARBC	ORLANDO	FL 32809
3.02E+14	6806 SEMINOLE LLC	6413 PINEC	ORLANDO	FL 32809
3.02E+14	KNEIPP STE TAYLOR CO	2875 S OR/	ORLANDO	FL 32806
3.02E+14	WEINSIER FAMILY TRU	6824 SEMII BELLE ISLE		FL 32812
3.02E+14	MURRAY R MURRAY P.	6826 SEMII BELLE ISLE		FL 32812
3.02E+14	LOCASCIO J LOCASCIO	I 6832 SEMII BELLE ISLE		FL 32812
3.02E+14	BARNES DA STUMPP-B	/ 6838 SEMII BELLE ISLE		FL 32812
3.02E+14	BASSETT A JONES RYA	3016 INDIA BELLE ISLE		FL 32812
3.02E+14	CURTIS LORI R	3026 INDIA BELLE ISLE		FL 32812
3.02E+14	LINDAS STE BUTLER WI	3106 INDIA BELLE ISLE		FL 32812
3.02E+14	EMERY BARBARA L	3104 INDIA BELLE ISLE		FL 32812
3.02E+14	LANGLOTZ REM: ROBI	3116 INDIA BELLE ISLE		FL 32812
3.02E+14	ROWLEY M ROWLEY K	/ 6833 SEMII BELLE ISLE		FL 32812
3.02E+14	BEDDOW R BEDDOW C	6827 SEMII BELLE ISLE		FL 32812
3.02E+14	TURZYNSKA JOANNA	ZIMNY DW 83-425 TRZ	XX (POLAND)	
3.02E+14	OSTNER C OSTNER PA	6815 SEMII BELLE ISLE		FL 32812
3.02E+14	JOHN SUZA JOHN PAUL	6809 SEMII BELLE ISLE		FL 32812



# CITY OF BELLE ISLE, FL CITY COUNCIL MEETING

Tuesday, June 15, 2021, \* 6:30 pm  
**MINUTES**

Present was:

- Nicholas Fouraker, Mayor
- District 1 Commissioner – Ed Gold
- District 3 Commissioner – Karl Shuck
- District 4 Commissioner – Mike Sims
- District 5 Commissioner – Rick Miller
- District 6 Commissioner – Jim Partin
- District 7 Commissioner – Sue Nielsen

Absent was:

- District 2 Commissioner – Anthony Carugno

**1. Call to Order and Confirmation of Quorum**

Mayor Fouraker called the meeting to order at 6:30 pm, and the City Clerk confirmed quorum. Also present were Attorney Geller, City Manager Francis, Chief Houston, and City Clerk Quiceno.

**2. Invocation and Pledge to Flag**

Comm Sims gave the invocation and led the Pledge to the Flag.

Mayor Fouraker said that Comm Carugno will not be in attendance due to a medical procedure and asked for a motion to excuse the absence.

**Comm Gold moved to excuse Comm Carugno's absence as requested.  
Comm Sims seconded the motion, which passed unanimously 7:0.**

**3. Consent Items**

- a. Approval of City Council Special Called meeting minutes - May 21, 2021
- b. Approval of City Council Special Called meeting minutes - May 27, 2021
- c. Approval of City Council meeting minutes - June 1, 2021
- d. Approval of City Council Special Called meeting minutes - June 4, 2021
- e. May Reports: Finance, PD Activity Report, Marine Patrol Stats, Code Enforcement, Solid Waste, and OC Fire Unit Responses

Attorney Geller said the June 1<sup>st</sup> minutes should be corrected and reflects Attorney Ardaman as being present.  
**Comm Nielsen moved to approve the Consent Items and correction to the June 1<sup>st</sup> minutes as presented.  
Comm Sims seconded the motion, which passed unanimously 6:0.**

**4. Citizen's Comments**

Mayor Fouraker called for citizen comments. There being none, he closed citizen comments.

**5. Unfinished Business**

- a. Ordinance 21-07 First Reading and Consideration - AN ORDINANCE OF THE CITY OF BELLE ISLE, FLORIDA; AMENDING CHAPTER 34, ARTICLE II OF THE CITY CODE GOVERNING BOAT EQUIPMENT AND OPERATION; CREATING A NEW 34-39 DESIGNATING SWIM AREAS, AND ESTABLISHING A RELATED VESSEL-EXCLUSION ZONE, ON THE LAKE CONWAY CHAIN OF LAKES; PROVIDING FOR SEVERABILITY, CONFLICTS, CODIFICATION, DIRECTION TO CITY STAFF, AND THE EFFECTIVE DATE OF THIS ORDINANCE.

City Clerk read Ordinance 21-07 by Title.

City Manager Francis said Comm Carugno volunteered to go out and look at some of the swim areas around the lake. He and Comm Carugno concluded that Labelle and Delia Beach were best for swim areas only, Cross Lake and Peninsular were best to allow vessels to pull up, and Swan Beach is best for both swim and vessel inclusion.

The change to the ordinance was based on a 75-foot distance from the shore out. The four coordinates for measurement have been included in the packet with the map for consideration.

**Comm Partin moved to place Ordinance 21-07 for second reading and adoption on the July 6, 2021 agenda. Comm Nielsen seconded the motion, which passed unanimously 7:0.**

**6. New Business**

- a. Resolution 21-08 - A Resolution authorizing the City of Belle Isle (herein referred to as this "Governmental Unit") to join the State of Florida and other local governmental units as a participant in the Florida Memorandum of Understanding and Formal Agreements implementing a Unified Plan.

Mayor Fouraker read Resolution 21-08 by Title.

**Comm Sims moved to approve Resolution 21-08.**

**Comm Nielsen seconded the motion, which passed unanimously 7:0.**

- b. Discussion and Approval of the CCA Lease

City Manager Francis said the Lease was amended based on Councils's prior discussions and staff highlighted the most important areas to the City.

The Budget Committee recommended that the staff reach out to the insurance company for any changes. The insurance company said there were two changes, (1) Umbrella Liability in Exhibit B and (2) under Section 11.5 Insurance Requirements. Under Section 11.5, they recommend that the insurance company not be written with a specific name.

- Section 11.5 should be as follows, "... (b) must be effected under valid and enforceable policies issued by either the Florida Municipal Insurance Trust or by any reputable and independent insurers permitted to do business in the State of Florida...".
- Exhibit B should be as follows, Excess/Umbrella Liability Insurance \$10,000,000 each occurrence / ~~\$5,000,000~~ \$10,000,000 aggregate

Council recommends the following edits,

7.1 (c) clarifications that any changes will be submitted to the Planning & Zoning Board for compliance and approval.

8.1 reads, "...Tenant, to substantially the condition that existed prior to the damage."  
Should read, "...Tenant, to substantially restore the condition that existed prior to the damage."

12.4 reads, "...Landlord Tenant assumes all responsibility for and...".  
Should read, "...~~Landlord~~ Tenant assumes all responsibility for and...."

14.1(f) reads, 'The phrase "dissolution or liquidation of the Tenant," as used in this subsection, shall not be construed to include the cessation of the corporate existence of the Tenant resulting either from a merger or consolidation of the Tenant into or with another domestic corporation or a dissolution or liquidation of the Tenant following a transfer of all or substantially all of its assets under the conditions permitting such actions contained in Section 13.3 hereof.'  
Should read, "The phrase "dissolution or liquidation of the Tenant," as used in this subsection, shall not be construed to (1) include the cessation of the corporate existence of the Tenant resulting either from a merger or consolidation of the Tenant into or with another domestic corporation or; (2) a dissolution or liquidation of the Tenant following a transfer of all or substantially all of its assets under the conditions permitting such actions contained in Section 13.3 hereof."

**Comm Sims moved to approve the CCA Lease with the changes discussed for submittal to the Cornerstone Charter School Board.**

**Comm Miller seconded the motion, which passed unanimously 7:0.**

c. Appointment of Jackie Hoevenaar to the Redistricting Committee District 2.

**Comm Nielsen moved to appoint Jackie Hoevenaar to the Redistricting Committee representing District 2. Comm Partin seconded the motion, which passed unanimously 7:0.**

**7. Attorney's Report – No report.**

**8. City Manager's Report**

City Manager Francis informed the Council of an upcoming Florida League of Cities Conference on August 12-14<sup>th</sup>. He asked Council if someone would like to volunteer as a voting delegate for the City.

**Comm Partin moved to appoint Comm Miller as the City's voting delegate and Mayor Fouraker as the alternate. Comm Partin seconded the motion, which passed unanimously 6:0.**

Comm Francis reported that the Budget Committee has requested from Council a Resolution for Zoom meeting participation under extraordinary circumstances to allow some Council/Board members to attend and participate in meeting discussions. The City Attorney recommended that Council define an extraordinary circumstance? Mr. Francis clarified that if there is not a physical quorum present, that person participating remotely cannot be counted for a quorum.

**After discussion, Comm Partin moved to have staff and the City Attorney draft a Resolution as discussed. Comm Gold seconded the motion, which passed unanimously 6:0.**

Mr. Francis reminded the Council of the scheduled Special Council Session on June 22 with the Lobbyist to determine priorities. He asked if Council would consider an additional hour to open discussion on the 20/21 Budget on City priorities and Sustainable Revenues. Comm Miller reminded Council that he will be away on business and will participate via Zoom. Council consensus was to include Budget discussions on the agenda.

Mr. Francis announced the new hire of Derrick Atkins, Public Works Director, with a start date of June 28, 2021. Mr. Atkins has a background in Land Development Infrastructure. He further informed Council that he would be on vacation starting June 16 and return on June 20.

a. Issues Log

Mr. Francis provided an overview of the issues log dated 6/15/ 2021.

b. Chief's Report

Chief Houston reported on the following,

- Chief Houston reported some severe incidents in the City of attempted break-ins. She encourages all residents to lock all vehicle doors and entry doors in the home.
- PD has scheduled an Active Shooter Training at Regal Boats.
- Partnering with Action Church on a Community Event on Saturday from 10 am-2 pm.
- An Oversized Vehicle Monitoring System has been placed on Nela, then on Hoffner Avenue. This device will monitor the trucks passing through the City; those violators will receive a courtesy letter in the mail. At this time, the Uniform Traffic Statutes do not support local governments to write tickets on the data collected on electronic devices.
- In our Grant efforts, the City applied for a grant through the eCivics opportunity.
- The Pontoon Boat is not working well for the City. The Pontoon boats are too heavy to maneuver around the Sand Bar and maybe a safety liability. She was informed that the new boat the City purchased for the Agency should be received by August.

**9. Mayor's Report**

Mayor Fouraker gave a NAV Board meeting update and said the Board approved for the City to receive an additional 200 hours. Unfortunately, the motion was appealed due to a technicality and will be on the agenda at the next meeting.

**10. Council Reports**

Comm Sims

Comm Sims informed Council that he had submitted a formal resignation to the Mayor and will step down effective immediately due to some personal reasons. He thanked the Mayor, Staff, and Council for the opportunity to serve the City of Belle Isle.

Comm Miller

Comm Miller gave an overview of the Florida League of Cities Administration Committee. He spoke of the open grant opportunities to all cities, including the ARPA-American Recovery Stimulus Package and employee bonus supplements.

Comm Miller shared his concern with the City Bank signature cards and the bank verification of only one signature for check controls. He would like to direct staff to send out an RFP to look for a new bank with a two signature verification system. Mr. Francis said some banks require two-signature verification; however, he disagrees with the request because we have strong internal controls of two signatures on all bank items. We also reached out to the City Auditors, and they agree that the two signatures are for internal control. Center State Bank said that their verification process agreement is the same for all customers, and if there is any fraud, it will occur at the local level.

**Comm Miller motioned to direct the staff to put out an RFP for Banks that identify two signatures for all checks. Comm Gold seconded the motion for discussion.**

Council consensus was to not move forward with the motion at this time. Comm Sims asked that the discussion topic should be placed on the next agenda for discussion.

**After discussion, the motion was tabled for discussion at the next meeting agenda.**

Council discussed the Newsletter and reminded residents that it would be sent electronically moving forward; however, a hard copy can be mailed if requested.

**11. Adjournment**

There being no further business, Mayor Fouraker called for a motion to adjourn. The meeting adjourned at 7:45 pm.



**CITY OF BELLE ISLE, FL**  
**CITY COUNCIL SPECIAL CALLED SESSION**  
Held in City Hall Chambers 1600 Nela Avenue, Belle Isle, FL

Tuesday, June 22, 2021, \* 6:00 pm  
**MINUTES**

Present was:

Nicholas Fouraker, Mayor  
District 1 Commissioner – Ed Gold  
District 2 Commissioner – Anthony Carugno  
District 5 Commissioner – Rick Miller  
District 6 Commissioner – Sue Nielson  
District 7 Commissioner – Jim Partin

Absent was:

District 3 Commissioner – Karl Shuck  
District 4 – Open

Also present were City Manager Francis, Chief Houston, and City Clerk Yolanda Quiceno.

**1. Call to Order**

Vice Mayor Partin called the meeting to order at 6:12 pm.

**2. New Business**

a. Lobbyist Workshop

Christopher Dawson and Christopher Camody from Gray Robinson opened for an in-depth discussion on understanding the City’s needs from a policy perspective and important issues to the City, i.e., environmental projects and lake enforcement. Mr. Dawson briefly explained the Legislative process and the changing course on various policy or policing issues.

The next fiscal year for the Legislative Session will start on July 1. There will be an early start in September for the 2022 Legislative Session. With the beginning of the session underway, their work on behalf of the City must begin to schedule a post-engagement timeline of benchmarks to help position the team to push the City’s agenda forward.

The Council discussed,

- o Funding for stormwater management, sewer conversion, roads, and parks and recreation.
  - o Local government Home Rule
  - o Annexation of surrounding areas that border the City limits.
  - o Lake:
    - FWC and jurisdiction over the lake.
    - Sandbar patrol and enforcement. Limit capacity based on parking availability at boat ramps.
  - o FAA Issues: Noise abatement/MCO Traffic over Belle Isle (restrict times/routes)
  - o State/Federal land purchasing
- Police Department Funding:
- o Law Enforcement Grants: equipment, marine boat, and building infrastructure
  - o Additional Officers to promote public safety initiative
  - o Camera enforcement (Statute Revision) and traffic calming devices

b. Budget Discussion

Mayor opened budget discussions.

Council discussed sustainable revenues to include,

- Support hiring additional officers
- Additional staff succession plan
- Continue to pursue Grants
- Raising ad valorem taxes with a progressive increase until the cap is reached
- Continue to pursue annexation efforts
- Increase in rents from CCA and use of City property
- Refinance Bonds by November 2022

**3. Adjournment**

Mayor Fouraker adjourned the meeting at 8:15 pm.





**CITY OF BELLE ISLE, FLORIDA  
CITY COUNCIL AGENDA ITEM COVER SHEET**

**Meeting Date:** July 6, 2021

**To:** Honorable Mayor and City Council Members

**From:** B. Francis, City Manager

**Subject:** Ordinance #21-06, Amending Section 10-36 of the City of Belle Isle Code

**Background:** The City Council read this ordinance for the first time at the June 1, 2021 Council Meeting. The City Council approved the language for changing Section 10-36 of the BIMC and directed the ordinance be read for the first time. The BIMC Section 10-36 states: (a) The enforcement officer shall have the right to enter upon private property for the purposes of inspecting for code violations as enumerated in sections 10-31(a), 10-31(b), 10-31(c) and 10-32, and for posting code violation notices.

This part of the code is problematic for the City as many residents question why the Code Enforcement Officer just doesn't go on the property where there is a code violation. This is outdated language and frequently is a source of frustration for the person reporting the violation and for the Code Enforcement Officer. In order for the Code Enforcement Officer to enter property to investigate a complaint, the City must first seek an inspection warrant signed by a judge. Good cause must be shown for the judge to sign a warrant.

The City Attorney's Office drafted the ordinance that follows the Florida Statutes

**Staff Recommendation:** Adopt the ordinance.

**Suggested Motion:** **I move that we adopt Ordinance #21-06.**

**Alternatives:** None

**Fiscal Impact:** N/A

**Attachments:** Ordinance #21-06

**ORDINANCE NO. 21-06**

**AN ORDINANCE OF THE CITY OF BELLE ISLE, FLORIDA; AMENDING § 10-36 OF ARTICLE II OF CHAPTER 10 OF THE BELLE ISLE CITY CODE OF ORDINANCES PERTAINING TO CONDITIONS PRECEDENT TO ENFORCEMENT OFFICER’S ENTRY ONTO PRIVATE PROPERTY FOR INSPECTION OR COMPLIANCE PURPOSES; PROVIDING FOR SEVERABILITY, CONFLICTS, CODIFICATION, DIRECTION TO CITY STAFF, AND THE EFFECTIVE DATE OF THIS ORDINANCE.**

**WHEREAS**, § 10-36(a) of the City’s Code of Ordinances (“Code”) presently states that a code enforcement officer has the right to enter onto private property for the purposes of inspecting for code violations and posting notices; and

**WHEREAS**, the Florida Attorney General has opined that a local government code inspector is not authorized to enter onto any private, commercial, or residential property to assure compliance with or to enforce the various technical codes or to conduct any administrative inspections or searches without the consent of the owner or the operator or occupant of such premises, or without a duly issued search or administrative inspection warrant (see AGO 1984-34; 2002-27); and

**WHEREAS**, the City desires to amend the Code to better comply with applicable law; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF BELLE ISLE, FLORIDA:**

**SECTION 1. Recitals.** The foregoing recitals are hereby ratified and confirmed as being true and correct and are hereby made a part of this Ordinance.

**SECTION 2. City Code Amendment.** Section 10-36 of the City of Belle Isle Code of Ordinances is hereby amended as follows (words that are ~~stricken out~~ are deletions; words that are underlined are additions; stars \* \* \* \* indicate breaks between sections and subsections and do not indicate changes to the City Code).

**Sec. 10-36. - Right of entry.**

- (a) The enforcement officer may ~~shall have the right to~~ enter upon private property for the purposes of inspecting for code violations as enumerated in sections 10-31(a), 10-31(b), 10-31(c), and 10-32, and for posting code violation notices. Any such inspection or entry will be performed in a lawful manner.
- (b) The enforcement officer shall have appropriate official documentation which identifies the officer as an agent of the city when entering upon private property for the purposes described herein.
- (c) With approval from the city manager, an inspection warrant may be sought from a court to allow a code enforcement officer to access private portions of a property when required by law.

**SECTION 3. Codification.** This Ordinance shall be incorporated into the Belle Isle City Code. Any section, paragraph number, letter and/or any heading may be changed or modified as necessary to effectuate the foregoing. Grammatical, typographical and similar or like errors may be corrected, and additions, alterations, and omissions not affecting the construction or meaning of this ordinance and the City Code may be freely made.

**SECTION 4. Severability.** If any section, subsection, sentence, clause, phrase, word or provision of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, whether for substantive, procedural, or any other reason, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

**SECTION 5. Conflicts.** In the event of a conflict or conflicts between this Ordinance and any other ordinance or provision of law, this Ordinance controls to the extent of any such conflict, as permitted by law.

**SECTION 6. Effective date.** This ordinance shall become effective immediately upon adoption by the City Council of the City of Belle Isle, Florida.

**FIRST READING:** \_\_\_\_\_, 2021

**SECOND READING:** \_\_\_\_\_, 2021

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2021, by the City Council of the City of Belle Isle, Florida.

CITY COUNCIL  
CITY OF BELLE ISLE

\_\_\_\_\_  
Nick Fouraker, Mayor

ATTEST:

\_\_\_\_\_  
Yolanda Quiceno, City Clerk

\_\_\_\_\_  
Date

\\server\users\DL\Clients\Belle Isle, City of\General B900-29001\Ordinance\Ordinance 21- Code Enforcement Amendment.docx



**CITY OF BELLE ISLE, FLORIDA  
CITY COUNCIL AGENDA ITEM COVER SHEET**

**Meeting Date:** July 6, 2021

**To:** Honorable Mayor and City Council Members

**From:** B. Francis, City Manager

**Subject:** Ordinance #21-07 Designating Swim Only areas

**Background:** The Council tabled the first reading of the ordinance until the areas could be looked at to see if the Council could designate some city parks as swim only areas. Commissioner Carugno volunteered to look at the areas and report back to Council. Commissioner Carugno and I looked at the areas to determine which lakeside parks may be better for swim areas. Those lakeside areas were Labelle Beach, Peninsular Park, Cross Lake Park, Swann Beach and Delia Beach. We concluded that LaBelle Beach and Delia Beach were best for Swim Only beaches; Cross Lake Beach and Peninsular Park were best to allow vessels to pull up to and Swann Beach could be a combination of Swim Only and pull up due to its layout.

At the June 15, 2021 Council Meeting, the Council read the ordinance for the first time and voted to adopt the ordinance at the July 6 2021 Meeting.

**Staff Recommendation:** Adopt the ordinance.

**Suggested Motion:** I move that we adopt Ordinance 21-07.

**Alternatives:** Continue to make changes to the draft ordinance.

**Fiscal Impact:** None at this time

**Attachments:** Ordinance 21-07

**ORDINANCE NO. 21-07**

**AN ORDINANCE OF THE CITY OF BELLE ISLE, FLORIDA; AMENDING CHAPTER 34, ARTICLE II OF THE CITY CODE GOVERNING BOAT EQUIPMENT AND OPERATION; CREATING A NEW 34-39 DESIGNATING SWIM AREAS, AND ESTABLISHING A RELATED VESSEL-EXCLUSION ZONE, ON THE LAKE CONWAY CHAIN OF LAKES; PROVIDING FOR SEVERABILITY, CONFLICTS, CODIFICATION, DIRECTION TO CITY STAFF, AND THE EFFECTIVE DATE OF THIS ORDINANCE.**

**WHEREAS**, for years, members of the public have utilized that certain area located on the Lake Conway Chain of Lakes, as more particularly described in this Ordinance and including the sandbar located therein, as a public swim area (hereinafter the “Swim Areas”); and

**WHEREAS**, the City finds that protection of the safety, health, and welfare of the public necessitates that the City establish a vessel-exclusion zone at the Swim Areas; and

**WHEREAS**, the City is authorized to establish a vessel-exclusion zone at the Swim Areas in accordance with Section 327.46(1)(b)3., Florida Statutes.

**SECTION 1. Recitals.** The foregoing recitals are hereby ratified and confirmed as being true and correct and are hereby made a part of this Ordinance.

**SECTION 2. City Code Amendment.** A new Section 34-39 is hereby created in Chapter 34, Article II of the City Code, as follows:

Sec. 34-39. – Swim Area Vessel-Exclusion Zone.

The City hereby designates the following described areas as public swim areas and establishes vessel-exclusion zones corresponding to such areas in accordance with Section 327.46(1)(b)3., Florida Statutes:

- a. **Swann Beach (Coordinates: 28.46016112, -81.35484684; 28.4601725,-81.35485002; 28.46018966,-81.35470137; 28.46019786,-81.35476337) (Dimensions: 25’w/75’d approximate)**
- b. **Delia Beach (Coordinates: 28.46845601,-81.36028986; 28.46842758,-81.36028657; 28.46842934,-81.36028371; 28.4684252,-81.36028579) (Dimensions: 50’w/75’d approximate)**
- c. **LaBelle Beach (Coordinates: 28.47379257, -81.35900769; 28.47380679, -81.35899351; 28.47369044; -81.35893945; 28.47369013,-8135894275) (Dimensions: 25’w/75’d approximate)**

**SECTION 3. Codification.** This Ordinance shall be incorporated into the Belle Isle City Code. Any section, paragraph number, letter and/or any heading may be changed or modified as necessary to effectuate the foregoing. Grammatical, typographical and similar or like errors may be corrected, and additions, alterations, and omissions not affecting the construction or meaning of this ordinance and the City Code may be freely made.

**SECTION 4. Severability.** If any section, subsection, sentence, clause, phrase, word or provision of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, whether for substantive, procedural, or any other reason, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

**SECTION 5. Conflicts.** In the event of a conflict or conflicts between this Ordinance and any other ordinance or provision of law, this Ordinance controls to the extent of the conflict, as allowable under the law.

**SECTION 6. Direction to City Staff.** City staff, under direction of the City Manager, are hereby directed and authorized, as of the Effective Date of this Ordinance, to apply to the Florida Fish and Wildlife Conservation, Boating and Waterways Section to construct, install, and/or contract for the construction and installation of such regulatory markers and signs as necessary to implement and inform the public of the swim areas and vessel-exclusion zones established by this Ordinance.

**SECTION 7. Effective date.** This ordinance shall become effective immediately upon adoption by the City Council of the City of Belle Isle, Florida.

**FIRST READING:** \_\_\_\_\_, 2021

**SECOND READING:** \_\_\_\_\_, 2021

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2021, by the City Council of the City of Belle Isle, Florida.

CITY COUNCIL  
CITY OF BELLE ISLE

\_\_\_\_\_  
Nick Fouraker, Mayor

ATTEST:

\_\_\_\_\_  
Yolanda Quiceno, City Clerk

\_\_\_\_\_  
Date



**CITY OF BELLE ISLE, FLORIDA  
CITY COUNCIL AGENDA ITEM COVER SHEET**

**Meeting Date:** July 6, 2021

**To:** Honorable Mayor and City Council Members

**From:** B. Francis, City Manager

**Subject:** Resolution #21-09, Increase Non-Ad Valorem Solid Waste Assessment

**Background:** Non ad valorem assessment – a charge included on a property tax bill to cover the cost associated with providing a specific service or benefit.

Solid Waste Assessments – an annual fee for services which include curbside collection and disposal of household garbage, recycling and yard waste and/or access to Orange County disposal facilities.

The City contract for Solid Waste allows the contractor to request and increase in annual rates not to exceed 3%. The Contractor has requested that increase.

The rate will increase from \$21.07 to \$21.70 monthly (annually \$252.84 to \$260.40)

**Staff Recommendation:** Approve Resolution 21-09.

**Suggested Motion:** I move that we approve Resolution 21-09.

**Alternatives:** Do not approve the rate increase.

**Fiscal Impact:** Increase of \$19,950.84

**Attachments:** Resolution 21-09

**RESOLUTION NO. 21-09**

**A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA  
AUTHORIZING AN INCREASE IN THE ANNUAL NON-AD VALOREM  
SOLID WASTE COLLECTION ASSESSMENT; AND PROVIDING AN  
EFFECTIVE DATE.**

**WHEREAS**, the City of Belle Isle, Florida, provides solid waste collection services to residential properties within the corporate boundaries of the City by contract with private waste management companies; and

**WHEREAS**, the City has by Ordinance 09-15 levied an annual non-ad valorem solid waste collection assessment against all residential developed real property located within the City boundaries; and

**WHEREAS**, Chapter 28, Article V, Section 28-202 of the Belle Isle Code of Ordinances provides that the amount of the solid waste service assessment in any fiscal year shall be determined by the rates, fees and charges established by the City solid waste agreement; and

**WHEREAS**, the City has by Ordinance 19-06 entered into a contract for waste collection and recycling services with JJ’s Waste and Recycling; and

**WHEREAS**, Section 26 of the contract allows for a modification to rates by JJ’s Waste and Recycling, in accordance with the Consumer Price Index (CPI-U) for the immediate preceding 12-month period, capped at the amount of the increase in the CPI or three percent (3%), whichever is lower; and

**WHEREAS**, the 12 month average CPI for Water, Sewer and Trash Collection Services shows an average increase of 3.40%; and

**WHEREAS**, JJ’s Waste and Recycling submitted their request for a 3% rate increase to the City on May 27, 2021; and





1 STATE OF FLORIDA

2 COUNTY OF ORANGE

3 I, YOLANDA QUICENO, CITY CLERK OF THE CITY OF BELLE ISLE, FLORIDA,  
4 do hereby certify that the above and foregoing Resolution No. 21-09 was duly and legally passed  
5 and adopted by the Belle Isle City Council in session assembled, at which session a quorum of its  
6 members were present on the \_\_\_\_\_ day of July, 2021.

7

8

9

---

10 Yolanda Quiceno, City Clerk

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

05/27/2021

**City of Belle Isle**  
**1600 Nela Avenue**  
**BELLE ISLE, FL 32809**  
**Attn: City Manager – Mr Bob Francis**

**Re: Annual Price Adjustment**

Dear Mr Francis,

Thank you for what been a very eventful, but enjoyable year for JJ's serving the residents of Belle Isle, and we feel that we have become a welcome member of the community.

In line with the contract, I write to you to notify you of our intent to apply an annual increase in line with Clause 26 of the contract: Modification of Rates:

Series Title	Water and sewer and trash collection services in U.S. city average, all urban consumers, seasonally adjusted
Series ID	CUSR0000SEHG
Survey Name	CPI for All Urban Consumers (CPI-U)
Measure Data Type	Water and sewer and trash collection services
Area	U.S. city average
Item	Water and sewer and trash collection services
12 Month Average	3.40%

**Source: US Bureau of Labor Statistics - <https://www.bls.gov/news.release/cpi.t07.htm>**

In line with Clause 26 "Any increases in rates shall be capped annually at the amount of the increase in the CPI, or three percent (3%), whichever is lower."

JJ's Waste & Recycling hereby requests that the City of Belle Isle approves an increase of our current rate per property by 3% (Maximum Allowable). The adjusted rate per property will be as follows:

Current Rate	% Increase	\$ Increase	Revised Rate
\$ 21.07	3%	\$ 0.63	\$ 21.70

I trust this letter is sufficient to have the rate adjustment approved, however, should additional information be required, please contact myself directly.

Regards,  


**Darrell Corbett**  
**Vice President – North America**



**CITY OF BELLE ISLE, FLORIDA  
CITY COUNCIL AGENDA ITEM COVER SHEET**

**Meeting Date:** July 6, 2021

**To:** Honorable Mayor and City Council Members

**From:** B. Francis, City Manager

**Subject:** Resolution #21-10, Increase Non-Ad Valorem Stormwater Assessment

**Background:** Non ad valorem assessment – a charge included on a property tax bill to cover the cost associated with providing a specific service or benefit.

Stormwater management utility fee means a non-ad-valorem assessment benefiting developed property parcels. Undeveloped property is not assessed for stormwater

The City Council adopted the Stormwater Capital Program in 2019. The program called for rate increases of \$5/year starting in FY2022

The rate will increase from \$120 to \$125 annually.

**Staff Recommendation:** Approve Resolution 21-10

**Suggested Motion:** I move that we approve Resolution 21-10.

**Alternatives:** Do not approve the rate increase.

**Fiscal Impact:** Increase of \$17,500

**Attachments:** Resolution 21-10

**RESOLUTION NO. 21-10**

**A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA  
AUTHORIZING AN INCREASE IN THE ANNUAL NON-AD VALOREM  
STORMWATER ASSESSMENT; AND PROVIDING AN EFFECTIVE  
DATE.**

**WHEREAS**, the City has by Ordinance 05-14 established a stormwater management system benefit area, which encompasses all real property located within the City boundaries as those boundaries may exist from time to time; and

**WHEREAS**, the City has by Ordinance 05-14 levied an annual non-ad valorem stormwater assessment against all developed real property located within the City boundaries; and

**WHEREAS**, the City Council has authorized the City Manager to develop and recommend a stormwater utility fee rate schedule for the assessment of fees, for the use of and discharge to the City’s stormwater management system; and

**WHEREAS**, the City Manager submitted a Stormwater Capital Improvement Program (CIP) to City Council; and

**WHEREAS**, the City Council approved the Stormwater Capital Improvement Program on June 16, 2020; and

**WHEREAS**, the Stormwater Capital Improvement Program included a \$5 increase per ERU beginning in FY 2022; and

**WHEREAS**, the annual rate per ERU will increase from \$120.00 to \$125.00; and

**WHEREAS**, the City desires to set the rates in order to enable the Orange County Tax Collector to include and collect the same on the annual property tax bills.



1 STATE OF FLORIDA

2 COUNTY OF ORANGE

3 I, YOLANDA QUICENO, CITY CLERK OF THE CITY OF BELLE ISLE, FLORIDA,  
4 do hereby certify that the above and foregoing Resolution No. 21-10 was duly and legally passed  
5 and adopted by the Belle Isle City Council in session assembled, at which session a quorum of its  
6 members were present on the \_\_\_\_\_ day of July, 2021.

7

8

9

---

10 Yolanda Quiceno, City Clerk

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25



**CITY OF BELLE ISLE, FLORIDA  
CITY COUNCIL AGENDA ITEM COVER SHEET**

**Meeting Date:** July 6, 2021

**To:** Honorable Mayor and City Council Members

**From:** B. Francis, City Manager

**Subject:** Resolutions 21-11 and 21-12 to authorizing stormwater services by piggybacking on other contracts

**Background:** The City is responsible for the pipe lining, cleaning, inspection and repair of the stormwater system. The City issued two Requests for Proposals (RFP# 21-04 and #21-05) for these services. There are several governmental entities that already have gone through the competitive bid process for these services. The RFPs were issued because other governmental entities were not allowing others to piggyback off their contracts. The City persisted to request piggybacking from other governmental entities and found three that would allow it.

**Staff Recommendation:** Approve Resolutions 21-11 and 21-12 to authorizing the City to piggyback on contracts for pipe cleaning, CCTV, and pipe lining services.

**Suggested Motion:** I move that we approve Resolutions 21-11 and 21-12 authorizing the City to piggyback on contracts for stormwater services

**Alternatives:** Do not approve and have the City conduct the City’s own bidding process.

**Fiscal Impact:** TBD based on usage

**Attachments:** Resolutions 21-11 and 21-12  
Correspondence authorizing piggybacking



---

**RE: [EXTERNAL]: Re: Bid 17-326 CIPP Installation**

---

**Brush, Ken** <KenBrush@polk-county.net>  
To: Bob Francis <bfrancis@belleislefl.gov>

Mon, Jun 28, 2021 at 8:32 AM

Good morning Bob,

You would be able to use our documents. I do not have a document to send to allow as we let everyone use our documents. We do not restrict other agencies and vendors to utilize our bids. That would be between the agency and the vendor to agree to use our documents.

Also, I did want to let you know that we have a new bid that replaces Bid 17-326. I have attached the bid information.

Thank you.

**Ken Brush, CPP**

Procurement Contracts Manager

Polk County Board of County Commissioners

330 W. Church St.

Bartow, FL 33830

Office Phone: 863.534.6727 FAX: 863.534.6789

KenBrush@polk-county.net www.polk-county.net



**From:** Bob Francis <bfrancis@belleislefl.gov>  
**Sent:** Friday, June 25, 2021 4:00 PM  
**To:** Brush, Ken <KenBrush@polk-county.net>  
**Subject:** [EXTERNAL]: Re: Bid 17-326 CIPP Installation

---

## Request to piggyback

David M Billingsley <DAVID.BILLINGSLEY@orlando.gov>  
To: Bob Francis <bfrancis@belleislefl.gov>

Fri, Jun 25, 2021 at 5:37 PM

Good afternoon Bob-

Yes, approval is provided for the City of Belle Isle to piggyback this contract. Do you need a letter, or will this email be sufficient? Per the contract term, please also request approval from the supplier.

Glad this contract will be useful!

Have a great weekend.  
David

David Billingsley  
Chief Procurement Officer  
Procurement and Contracts Division  
City of Orlando  
407.246.2897



In keeping with the Mayor's Green Works Initiative, the City of Orlando Procurement and Contracts Division has transitioned to electronic bidding. Suppliers are able to submit bids, proposals and qualification statements online. Paper responses will no longer be accepted. Review solicitations carefully and follow the instructions on how to submit.

Solicitations will continue to be available at [vendorlink.cityoforlando.net](http://vendorlink.cityoforlando.net) -- the same site that has been providing self-service tools for vendor registration, account maintenance and email notification of bid opportunities. Thank you for your interest in doing business with the City of Orlando.

---

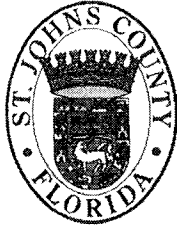
**From:** Bob Francis <bfrancis@belleislefl.gov>  
**Sent:** Friday, June 25, 2021 3:51 PM  
**To:** David M Billingsley <DAVID.BILLINGSLEY@orlando.gov>  
**Subject:** Request to piggyback

ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or execute macros.

[Quoted text hidden]

---

Florida has a very broad public records law. As a result, any written communication created or received by the City of Orlando officials and employees will be made available to the public and media, upon request, unless otherwise exempt. Under Florida law, email addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic mail to this office. Instead, contact our office by phone or in writing.



# St. Johns County Board of County Commissioners

Purchasing Division

June 24, 2021

City of Belle Isle  
1600 Nela Ave  
Belle Isle, FL 32809  
Attn: Mr. Bob Francis

RE: Bid 21-05; Countywide Pipe and Manhole Lining, Renewal, & Rehabilitation Services

Dear Mr. Francis:

St. Johns County approves the City of Belle Isle Piggybacking the contract awarded under the above referenced Countywide Pipe and Manhole Lining, Renewal, & Rehabilitation Services – Atlantic Pipe Services, LLC , Master Contract 21-MCC-ATL-13188. However, please be aware that if any lawsuits or disputes were to arise with the City of Belle Isle, St. Johns County would not agree to be called as defense.

Please feel free to contact me at the number or email address shown below should you require any further information.

Sincerely,  
St. Johns County, FL  
Purchasing Department

Leigh A. Daniels, CPPB  
Purchasing Manager  
(904) 209-0154 – Direct  
(904) 209-0150 – Main  
[ldaniels@sjcfl.us](mailto:ldaniels@sjcfl.us)

cc: Atlantic Pipe Services, LLC  
Master Contract



**CITY OF BELLE ISLE, FLORIDA  
CITY COUNCIL AGENDA ITEM COVER SHEET**

**Meeting Date:** July 6, 2021

**To:** Honorable Mayor and City Council Members

**From:** B. Francis, City Manager

**Subject:** Resolutions 21-11 and 21-12 to authorizing stormwater services by piggybacking on other contracts

**Background:** The City is responsible for the pipe lining, cleaning, inspection and repair of the stormwater system. The City issued two Requests for Proposals (RFP# 21-04 and #21-05) for these services. There are several governmental entities that already have gone through the competitive bid process for these services. The RFPs were issued because other governmental entities were not allowing others to piggyback off their contracts. The City persisted to request piggybacking from other governmental entities and found three that would allow it.

**Staff Recommendation:** Approve Resolutions 21-11 and 21-12 to authorizing the City to piggyback on contracts for pipe cleaning, CCTV, and pipe lining services.

**Suggested Motion:** I move that we approve Resolutions 21-11 and 21-12 authorizing the City to piggyback on contracts for stormwater services

**Alternatives:** Do not approve and have the City conduct the City’s own bidding process.

**Fiscal Impact:** TBD based on usage

**Attachments:** Resolutions 21-11 and 21-12  
Correspondence authorizing piggybacking

---

**RE: [EXTERNAL]: Re: Bid 17-326 CIPP Installation**

---

**Brush, Ken** <KenBrush@polk-county.net>  
To: Bob Francis <bfrancis@belleislefl.gov>

Mon, Jun 28, 2021 at 8:32 AM

Good morning Bob,

You would be able to use our documents. I do not have a document to send to allow as we let everyone use our documents. We do not restrict other agencies and vendors to utilize our bids. That would be between the agency and the vendor to agree to use our documents.

Also, I did want to let you know that we have a new bid that replaces Bid 17-326. I have attached the bid information.

Thank you.

**Ken Brush, CPP**

Procurement Contracts Manager

Polk County Board of County Commissioners

330 W. Church St.

Bartow, FL 33830

Office Phone: 863.534.6727 FAX: 863.534.6789

KenBrush@polk-county.net www.polk-county.net



**From:** Bob Francis <bfrancis@belleislefl.gov>  
**Sent:** Friday, June 25, 2021 4:00 PM  
**To:** Brush, Ken <KenBrush@polk-county.net>  
**Subject:** [EXTERNAL]: Re: Bid 17-326 CIPP Installation

---

## Request to piggyback

David M Billingsley <DAVID.BILLINGSLEY@orlando.gov>  
To: Bob Francis <bfrancis@belleislefl.gov>

Fri, Jun 25, 2021 at 5:37 PM

Good afternoon Bob-

Yes, approval is provided for the City of Belle Isle to piggyback this contract. Do you need a letter, or will this email be sufficient? Per the contract term, please also request approval from the supplier.

Glad this contract will be useful!

Have a great weekend.  
David

David Billingsley  
Chief Procurement Officer  
Procurement and Contracts Division  
City of Orlando  
407.246.2897



In keeping with the Mayor's Green Works Initiative, the City of Orlando Procurement and Contracts Division has transitioned to electronic bidding. Suppliers are able to submit bids, proposals and qualification statements online. Paper responses will no longer be accepted. Review solicitations carefully and follow the instructions on how to submit.

Solicitations will continue to be available at [vendorlink.cityoforlando.net](http://vendorlink.cityoforlando.net) -- the same site that has been providing self-service tools for vendor registration, account maintenance and email notification of bid opportunities. Thank you for your interest in doing business with the City of Orlando.

---

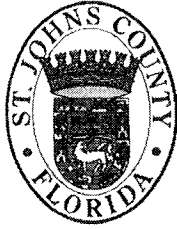
**From:** Bob Francis <bfrancis@belleislefl.gov>  
**Sent:** Friday, June 25, 2021 3:51 PM  
**To:** David M Billingsley <DAVID.BILLINGSLEY@orlando.gov>  
**Subject:** Request to piggyback

ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or execute macros.

[Quoted text hidden]

---

Florida has a very broad public records law. As a result, any written communication created or received by the City of Orlando officials and employees will be made available to the public and media, upon request, unless otherwise exempt. Under Florida law, email addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic mail to this office. Instead, contact our office by phone or in writing.



# St. Johns County Board of County Commissioners

Purchasing Division

June 24, 2021

City of Belle Isle  
1600 Nela Ave  
Belle Isle, FL 32809  
Attn: Mr. Bob Francis

RE: Bid 21-05; Countywide Pipe and Manhole Lining, Renewal, & Rehabilitation Services

Dear Mr. Francis:

St. Johns County approves the City of Belle Isle Piggybacking the contract awarded under the above referenced Countywide Pipe and Manhole Lining, Renewal, & Rehabilitation Services – Atlantic Pipe Services, LLC , Master Contract 21-MCC-ATL-13188. However, please be aware that if any lawsuits or disputes were to arise with the City of Belle Isle, St. Johns County would not agree to be called as defense.

Please feel free to contact me at the number or email address shown below should you require any further information.

Sincerely,  
St. Johns County, FL  
Purchasing Department

Leigh A. Daniels, CPPB  
Purchasing Manager  
(904) 209-0154 – Direct  
(904) 209-0150 – Main  
[ldaniels@sjcfl.us](mailto:ldaniels@sjcfl.us)

cc: Atlantic Pipe Services, LLC  
Master Contract



**CITY OF BELLE ISLE, FLORIDA  
CITY COUNCIL AGENDA ITEM COVER SHEET**

**Meeting Date:** July 6, 2021

**To:** Honorable Mayor and City Council Members

**From:** B. Francis, City Manager

**Subject:** Resolution #21-13, Establishing Procedures for Remote Attendance

**Background:** The are members of the City Council and other City boards and Committees that from time-to-time are not able to attend a meeting in-person due to an extraordinary circumstance, but they may have access to conferencing resources that would allow them to participate remotely. The Council directed that the City Attorney develop a resolution establishing procedures to allow remote participation due to extraordinary circumstances. The City Attorney drafted Resolution 21-13 that outlines the procedures for remote participation.

**Staff Recommendation:** Approve Resolution #21-13

**Suggested Motion:** I move that we approve Resolution #21-13.

**Alternatives:** Do not approve the resolution.

**Fiscal Impact:** Negligible cost for remote connection.

**Attachments:** Resolution #21-13



**RESOLUTION NO. 21-13**

**A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA,  
ESTABLISHING RULES FOR BOARD MEMBER ATTENDANCE VIA  
COMMUNICATIONS TECHNOLOGY MEDIA; AND PROVIDING FOR  
SEVERABILITY AND AN EFFECTIVE DATE.**

*Recitals*

**WHEREAS**, the Florida Attorney General has observed that a governing board’s use of communications media technology to increase public participation at meetings and the use of such media to allow members of a board or commission to participate in a duly noticed public meeting does not necessarily raise Sunshine Law issues but rather implicates the ability of a board or commission to conduct public business with a quorum (Inf. Op. to Stebbins, December 1, 2015);

**WHEREAS**, the Florida Attorney General has opined that if a quorum is required to conduct official business, local government boards may conduct meetings by telephone conferencing or other communications media technology if they are authorized to do so by general law or the in-person requirement for constituting a physical quorum is duly suspended (AGO 20-03);

**WHEREAS**, regardless of the foregoing, the Attorney General has opined that if a local governing board has a physical quorum of its members present, then one or more members may participate remotely via interactive communication media technology, provided that such attendance is required due to extraordinary circumstances or illness (AGO 03-41);

**WHEREAS**, the Attorney General has not defined “extraordinary circumstances,” but instead has opined that what constitutes extraordinary circumstances is a determination that must be made in the good judgment of the local governing board (AGO 03-41); and

**WHEREAS**, the City Council is the local governing board for the City of Belle Isle and has the authority to establish rules and procedures for the conduct of municipal board meetings under its jurisdiction.

**NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL FOR THE CITY OF BELLE ISLE:**

**SECTION 1.** *Recitals.* The foregoing recitals are incorporated herein and found by the City Council to be true and correct statements as to the legislative findings of the City Council.

**SECTION 2.** *Board Member Remote Participation.* City Commissioners and other members of municipal boards and advisory committees of the City of Belle Isle who are unable to attend a scheduled meeting due to a physical disability or illness or who are out of town, state, or the country may participate and vote in a board meeting via the use of communications media technology in accordance with this Resolution, provided that a quorum is physically present at the meeting. The Member(s) who is/are not physically present at the meeting may not be counted for purposes of determining whether a quorum is present.

**SECTION 3.** *Communications Media Technology.* A board member participating remotely via communications media technology may use any method or technology available as long as (i) such method or technology is compatible with that currently utilized and employed by the City; and (ii) the method and technology enables the remotely participating member to fully participate in the meeting and listen to discussions among board members, staff, and the public, adequately communicate with all other members of the board, staff, and public; and be heard by other board members, staff, and the public. (AGO 92-44 and 94-55). Though preferred, a board member need not be visible via video technology during the meeting; however, such board member must be able to see and review any agenda items and supporting documentation presented to the board for review, as well as any evidentiary diagrams, photographs, or other items that may be presented to the board during a quasi-judicial hearing or proceeding. If technical difficulties occur and a remotely participating member's access to the meeting is impaired or disconnected, the mayor has the authority to discontinue any such remote participation and continue the meeting absent such participation. As a guideline, if an interruption in service or technical failure lasts longer than fifteen (15) minutes in duration, remote participation should be terminated and the meeting resumed in an ordinary fashion absent such remote participation.

**SECTION 4.** *Restrictions / Recording / Minutes.* Each member of the Council or any other board of the city will be limited to participating remotely via communications media technology in two (2) board meetings per calendar year, regardless of whether such remote participation occurs for the entire duration of the meeting or a portion thereof. Any meeting in which a board member appears remotely via communications media technology will count toward the aforementioned two (2) meeting limit. This limit will not apply, nor will remote participation be counted toward such limit, with regard to (i) emergency meetings and/or (ii) meetings conducted when physical quorum requirements have been duly suspended or removed by official act of the legislature or Governor. Any remote participants must be verbally and audibly identified during roll call, and remote participation must be expressly noted in the record and minutes of the meeting. Furthermore, the clerk, or such other person as may be assigned by the City Manager, will be responsible for monitoring and announcing the entrance, exit, or re-entrance into the meeting of any remote participants and making notes thereof in the meeting minutes.

**SECTION 5.** *Severability.* If any section, subsection, sentence, clause, or phrase of this Resolution is, for any reason, held to be unconstitutional by a court of competent jurisdiction, such holding will not affect the validity of the remaining portions of this Resolution.

**SECTION 6.** *Effective Date.* This Resolution will take effect immediately upon adoption.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF BELLE ISLE THIS \_\_\_\_\_ DAY OF JULY, 2021.**

\_\_\_\_\_  
Nicholas Fouraker, Mayor

Attest: \_\_\_\_\_  
Yolanda Quiceno, CMC City Clerk

\_\_\_\_\_  
Approved as to form and legality  
City Attorney



**CITY OF BELLE ISLE, FLORIDA  
CITY COUNCIL AGENDA ITEM COVER SHEET**

**Meeting Date:** July 6, 2021

**To:** Honorable Mayor and City Council Members

**From:** B. Francis, City Manager

**Subject:** Surplus of Property, Resolution 21-14

**Background:** In accordance with Section 2-221, the city council shall have the discretion to classify as surplus any of the city's property that is obsolete or the continued use of which is uneconomical or inefficient, or which serves no useful function. Any such determination of the council that such property is surplus shall also estimate the value of such property, and Section 2-224, If the estimated value of property determined by the council to be surplus is greater than \$100.00 but less than \$5,000.00, the city manager shall dispose of such property by (1) Soliciting three bids for the property; or (2) Public auction, after publication of notice not less than one week or more than two weeks prior to the sale in a newspaper having general circulation. There is no specific guidance on how the Council declares property as surplus; therefore, a resolution is attached for this purpose.

The City will conduct a "yard sale" at the Public Works Warehouse on Saturday, July 10, 2021 from 8 AM to 1 PM.

**Staff Recommendation:** Adopt Resolution 21-14.

**Suggested Motion:** I move to adopt Resolution 21-14, sale of surplus property.

**Alternatives:** Do not adopt the resolution

**Fiscal Impact:** TBD

**Attachments:** Resolution 21-14

**RESOLUTION NO. 21-14**

**A RESOLUTION DECLARING SURPLUS CERTAIN PERSONAL PROPERTY AND DIRECTING THE CITY  
MANAGER TO DISPOSE OF THE PROPERTY FOR VALUE THROUGH AN OPEN PUBLIC PROCESS.**

The Belle Isle City Council finds as follows:

WHEREAS, the city owns in fee certain personal property described in Exhibit A that is surplus to the city’s needs; and

WHEREAS, F.S. 274.05 allows cities to sell any such surplus property, following a public meeting to declare such property as surplus to the City; and

WHEREAS, the Belle Isle City Council has declared at a duly noticed public meeting to address the question of whether it should surplus the property attached at Exhibit A and the process by which any such sales should happen in accordance with Section 2-221 and Section 2-224 of the Belle Isle Municipal Code; and

WHEREAS, the city council deliberated and decided to surplus the property described in Exhibit A, attached hereto and by this reference incorporated herein.

NOW THEREFORE, based on the foregoing the City Council for the City of Belle Isle, Florida resolves as follows:

Declaration of surplus property. The City Council hereby declares the property described in Exhibit A, attached hereto and by this reference incorporated herein, to be surplus to the needs of the city and directs the City Manager to dispose of this property in accordance with Section 2-224 of the Belle Isle Municipal Code. The City Manager shall market the property in any reasonable open and public manner and accept proposals from any member of the public for the purchase of any or all property.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25

Adopted by the City Council on this \_\_ day of \_\_\_\_\_,2021.

\_\_\_\_\_  
Nicholas Fouraker, MAYOR

Attest: \_\_\_\_\_  
Yolanda Quiceno, City Clerk

\_\_\_\_\_  
Approved as to form and legality  
Kurt Ardaman, City Attorney

STATE OF FLORIDA

COUNTY OF ORANGE

I, YOLANDA QUICENO, CITY CLERK OF THE CITY OF BELLE ISLE, FLORIDA, do hereby certify that the above and foregoing Resolution No. 21-14 was duly and legally passed and adopted by the Belle Isle City Council in session assembled, at which session a quorum of its members were present on the \_\_\_\_\_ day of \_\_\_\_\_,2021.

\_\_\_\_\_  
Yolanda Quiceno, City Clerk

**Resolution 21-14**

**Exhibit A**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25

Various miscellaneous tools and materials  
Lawn Mower SN 06071525  
Ice Machine SN 020865248



**CITY OF BELLE ISLE, FLORIDA  
CITY COUNCIL AGENDA ITEM COVER SHEET**

**Meeting Date:** July 6, 2021

**To:** Honorable Mayor and City Council Members

**From:** B. Francis, City Manager

**Subject:** Appointment to MetroPlan Orlando Municipal Advisory Committee (MAC)

**Background:** MetroPlan Orlando is required by their bylaws to contact municipalities to reaffirm their intent to participate as a member of the Municipal Advisory Committee. Mayor Fouraker is the City’s Representative to the MAC and he has an excellent record of attendance and participation. The MAC Director suggested that the City appoint an alternate representative to the MAC. The City Manager has been designated as the alternate for MAC and TAC committees. Commissioner is the TAC member and has also had an excellent record for attendance. City Manager Francis is the TSMO member and has an excellent record for attendance.

MAC meets monthly on the first Thursday at 9:30 AM at 250 S. Orange Ave., Suite 200, Orlando.

The City Manager is requesting that the position of Vice-Mayor be designated as the MAC alternate

**Staff Recommendation:** Appoint the position of Vice-Mayor to fill in as the alternate for the MAC committee.

**Suggested Motion:** I move we appoint the Vice-Mayor as the alternate representative to the Municipal Advisory Committee.

**Alternatives:** Do not approve.

**Fiscal Impact:** None.

**Attachments:** None





**CITY OF BELLE ISLE, FLORIDA  
CITY COUNCIL AGENDA ITEM COVER SHEET**

**Meeting Date:** July 6, 2021

**To:** Honorable Mayor and City Council Members

**From:** B. Francis, City Manager

**Subject:** Approval to Advertise for Sol Avenue Reconstruction Project

**Background:** The plans, specifications and bid instructions have been completed and the City Engineers are ready to bid the project. Sol Avenue has had problems with standing water and pavement deterioration due to the roadway and drainage being poorly designed and built. The subbase of clay and dirt allow ground water to rise and damage the pavement. Drainage is not sufficient.

This project includes upgrading the drainage system and rebuilding the road to include a new road base and additional pavement. This project, once complete should extend the life of the road for about 20 years.

The expected project time is 7-9 months. When the bid is awarded, the City and Contractor will establish a more definite timeline.

The project estimate is \$490,000

**Staff Recommendation:** Approve the request to advertise the project

**Suggested Motion:** I move we approve the request to advertise the Sol Avenue Construction Project.

**Alternatives:** Do not move forward with the project. A less expensive option is to just mill and pave Sol Avenue which will extend the life of the road for 3-5 years before it deteriorates. .

**Fiscal Impact:** \$490,000 (Eligible for ARPA funding)

**Attachments:** Map of Project Area  
Engineer Estimate  
Engineer Report





# SITE INVESTIGATION REPORT

Harris Civil Engineers, LLC

1200 Hillcrest Street  
Orlando, FL 32803  
(407) 629-4777

Date Issued: 07/15/2020

NAME OF PROJECT	WEATHER	DATE OF VISIT
Sol Avenue Roadway and Drainage	90-95°, Sunny	7/09-10/2020

FIELD ACTIVITIES	TIME	
Explore area of concern for water bubbling up through asphalt pavement on Cove Drive and Sol Avenue.	Begin	End
	2:00 PM	2:30 PM
	10:00 AM	10:30 AM

FIELD ATTENDEES	ATTENDEES PRESENT DURING SITE VISIT	
David Taylor, PE, 7/9 & 7/10		
Nicole Lund, EI, 7/10		

### GENERAL COMMENTS

The following pages within this report contain pictures taken during the time of visit.

HCE received a call from Dwayne Bennett on Wednesday, July 8, 2020 regarding concern for water seen slowly bubbling up through the asphalt pavement on Cove Drive and Sol Avenue. HCE investigated the area of concern following rainfall events in the afternoon of 7/9/20 and the morning of 7/10/20.

During HCE's visit, standing water was seen in the formed 'ruts or depressions' in the roadway asphalt. HCE noticed roadway base material on the top surface of the asphalt. At the time of visit, water was not seen bubbling up through cracks or joints in the roadway.

Water was seen in the valley curbing moving slowly due south down Sol Avenue to existing drainage basins at the intersections of Playa and Kandra. Sol Avenue appears to take a majority of the drainage from surrounding side streets. Cove Drive appears to have a low elevation in the curbing/road and holds water at the intersection with Sol.

HCE suspects that water has infiltrated the asphalt and is traveling horizontally between the base course and top asphalt layer. Where it can, water is making its way up through cracks or joints in the asphalt (bringing the road base with it) and is ponding in the ruts/depressions seen. Sol Avenue appears to have minimal slopes and runoff moves slowly in the curbing to reach the existing drainage basins. The portion of Sol roadway, between Cove and Playa, does not currently have underground drainage and relies on curbing to convey water away from the road.

### ACTION ITEMS

- 1 Engage the services of a Geotech to perform borings, a subgrade analysis and render an opinion of the source of the problem.
- 2 Request a topography survey be performed on Sol Ave, from Cove to Kandra.
- 3 Place project on next budget's year for roadway and drainage remediation.

CONTRACTOR	HE JOB NO.	DATE	DAY Of WEEK
N/A	6958026	7/09-10/2020	Thursday/Friday

HCE PROJECT MANAGER	
David Taylor, PE	

**Sol Avenue Roadway and Drainage**

07/09-10/2020- Field Report



**Photo 1** ~

Standing on Cove Drive; view looking south down Sol Avenue.



**Photo 2** ~

Low spot pictured at intersection of Cove and Sol; view looking west at Cove intersection.

**Sol Avenue Roadway and Drainage**

07/09-10/2020- Field Report



**Photo 3 ~**

Standing on Sol Avenue; view looking north at Cove intersection.



**Photos 4 ~**

Picture of ruts/depressions formed in asphalt; water ponding mixed with base material seen.

**Sol Avenue Roadway and Drainage**

07/09-10/2020- Field Report



**Photo 5** ~

Standing on Sol Avenue; view looking south down Sol.



**Photo 6** ~

Sol Avenue and intersection with Playa pictured; view looking south. Nearest drainage basin circled in red.

**Sol Avenue Roadway and Drainage**

07/09-10/2020- Field Report



**Photo 7 ~**

View looking north at Sol and Playa intersection. Water ponding seen in curbing.



**Photo 8 ~**

Low spot in curbing/road at Sol intersection with Playa (east side). Existing drainage basin on opposite side of Sol.

**Sol Avenue Roadway and Drainage**

07/09-10/2020- Field Report



**Photo 9 & 10 ~**

Water ponding in curbing on west side of Sol / Kandra intersection; view looking northwest.



**Sol Avenue Roadway and Drainage**

07/09-10/2020- Field Report



**Photo 11** ~

Roadway cracks noted; appears formed from upheaving or uplifting of asphalt.

**Cove and Sol Drive Project**

City of Belle Isle, Florida



Harris Civil Engineers, LLC

Civil Engineer Opinion of Cost Estimate

Date: 7/15/2020




	Quantity	Unit	Unit Cost	Subtotal	Total	Notes
<b>Site</b>						
<b>Demolition</b>						
					<b>\$ 65,145</b>	
Erosion Control	1	ls	\$ 2,500	\$ 2,500		
Traffic Control / MOT	1	ls	\$ 5,500	\$ 5,500		
Mill 1" Asphalt Roadway	3,470	sy	\$ 3.50	\$ 12,145		Approx. 30,000 square feet of Sol Ave - from Cove to Kandra Hubbard quote from 3 mile roadway was \$2.40.
Demo Curbing	1,500	lf	\$ 30.00	\$ 45,000		Hubbard Quote from 3 mile roadway was \$27.00
<b>Sitework/Drainage</b>						
					<b>\$ 93,000</b>	
FDOT Curb Inlet Type '4'	3	ea	\$ 10,000	\$ 30,000		Assumes (2) basins @ Cove/Sol and (1) basin @ Sol/Playa Wind Drift Cost from Price was \$8,750 per structure
15" Storm Pipe - RCP	405	lf	\$ 100.00	\$ 40,500		Cost estimate for Wind Drift was \$80. Unit cost from Price was \$167.
Sodding	1	ls	\$ 5,000	\$ 5,000		
Unknown Utilities Contingency	1	ls	\$ 7,500	\$ 7,500		Unknown locations of electrical, comm., fiber optic, and water lines
Irrigation Contingency	1	ls	\$ 10,000	\$ 10,000		
<b>Pavement/Roadway</b>						
					<b>\$ 134,550</b>	
Asphalt	3,470	sy	\$ 15.00	\$ 52,050		Hubbard quote from 3 mile road was \$10.15.
Concrete Valley Curbing	1,500	lf	\$ 55.00	\$ 82,500		Hubbard quote from 3 mile road was \$53.00.
<b>Soft Costs</b>						
					<b>\$ 87,809</b>	
Contractor Overhead/Mark-up	1	ls	15.00%	\$ 43,904		
Survey and Geotech	1	ls	5.00%	\$ 14,635		
Design Fees	1	ls	10.00%	\$ 29,270		
<b>TOTAL:</b>					<b>\$ 380,504</b>	

	Quantity	Unit	Unit Cost	Subtotal	Total	Notes
<b>Construction Administration Fees</b>						
Harris Civil Engineers	1	ls	10.00%	\$ 38,050		
Universal Engineering	1	ls	5.00%	\$ 19,025		
<b>TOTAL:</b>					<b>\$ 57,076</b>	

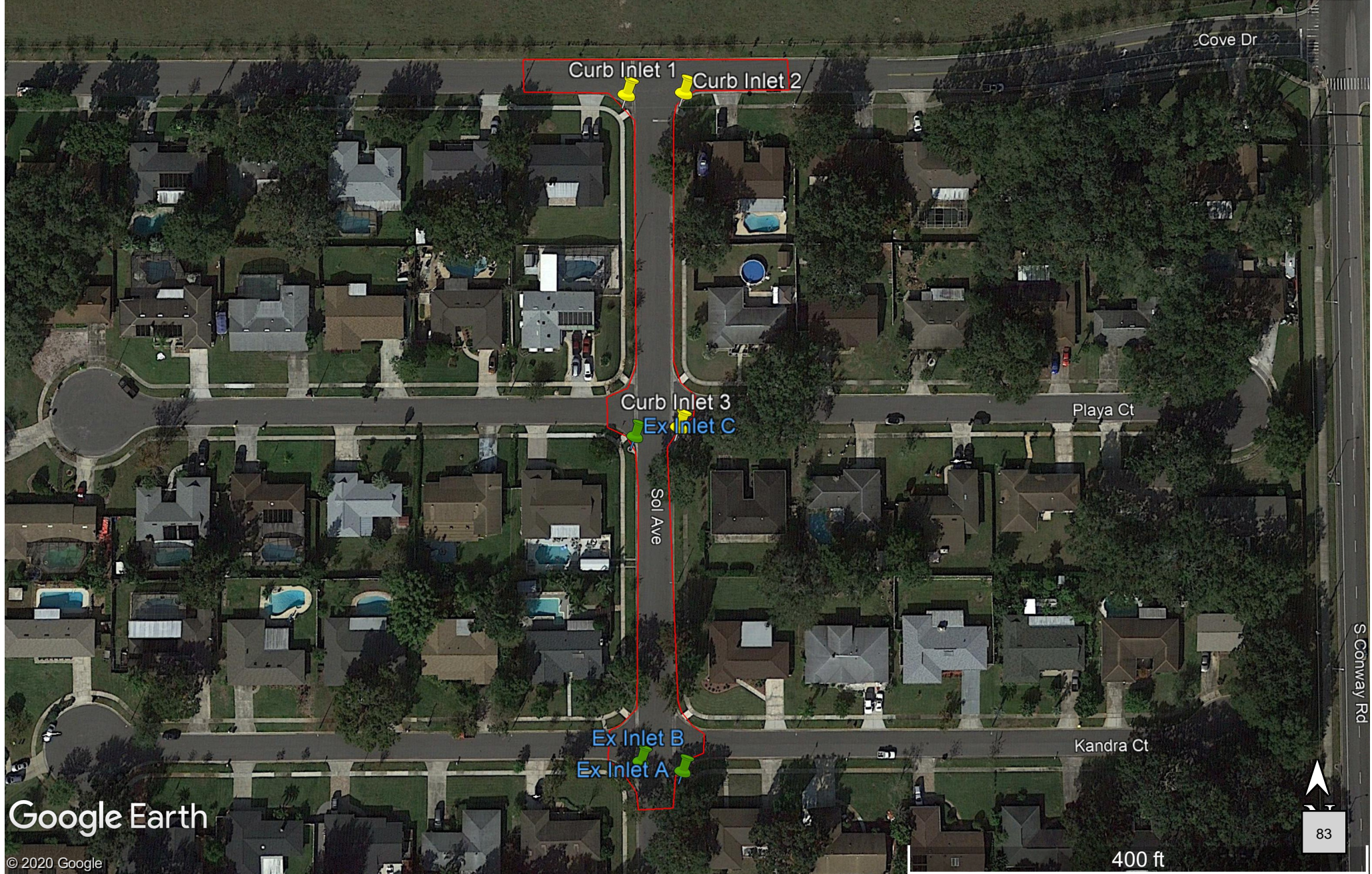
# Sol Avenue Project

Proposed limits of Sol Avenue asphalt repave and drainage project.

## Legend

-  Curb Inlet
-  Ex Inlet
-  Sol Repave Limits

h.



Belle Isle Issues Log  
7/6/21

a.

Issue	Description	Start Date	POC	Last Completed Action	Next steps
Street Paving	The City staff will conduct a street assessment to determine the pavement conditions and determine if the prior assessment is still valid. When complete, the staff will set-up a Capital Improvement Program for street paving. Program	7/1/2020	PW/CM	The City has been successful in paving several streets over the past few years; most recently the area around City Hall.	<b>2021 Goal:</b> City to conduct Pavement Assessment and develop CIP for paving (next Fiscal Year). Assessment complete. Working on CIP for streets
Storm Drainage	The City Engineer recently completed an assessment of the storm system. Some trouble spots have been corrected (Wind Drift, Derine, Chiswick) CM and Finance Director developed Storm Water CIP	4/3/2017	ENG/CM	Stormwater CIP was developed and reviewed by Budget Committee, who recommend approval. City staff to start reconditioning swales in trouble areas. Work at Jade Circle Swales done. 1631 Wind Willow (completed). Pipe lining on St. Moritz and Jade completed.	Plan done for Sol avenue (Agenda Item). St. Partin Outfall waiting on Orange County bid for lift station (Lift Station will be rebid so City may consider moving forward). Meeting with new contractors for Stafford/Pam for new estimates. Working with OCEPD on Barby Lane drainage. OC Nav Advisory Board approved \$3,500 for pet waste stations and \$94,020 reimbursement for Delia Beach Project. <b>City received reimbursements from OC Nav Board.</b>
Traffic Studies	Increased traffic in and through Belle Isle prompted the Council to allocate funds for city-wide traffic study to improve traffic flow. Study was done and resulting Traffic Master Plan was adopted by Council. Due to the City's membership in Metroplan Orlando, they are conducting additional studies focusing on Hoffner Ave.	4/3/2017	CM/Eng.	City's TMP completed and adopted. Metroplan study is nearing completion. Hoffner median constructed but still needs additional work. WaWa to reconfigure entrance (Working on permit with OC). Citizen feedback sent back to MetroPlan. Metroplan Consultant to work toward finalizing report. RRFB installed and is functional at Monet/Hoffner crosswalk. Staff incorporated comments from open house in TMP. Next step is to plan for improvements and funding through long term budgeting. Staff considers this issue closed.	Impact Fee Study is continuing to move forward. Staff sent information to consultant for review.
Wallace Field	City purchased large area at Wallace/Matchett for open space. Issues with Wallace Street Plat in this area with people trespassing on private property. District 2 Comm. And CM met with residents to discuss solutions. Council met on June 14 and issues was discussed. Council directed that a fence would be erected around property. Dist. 2 Comm. and CM to meet with residents to discuss options for Wallace Street plat. Area is still zoned R-2.	6/14/2017	Dist.2 Comm and CM	Use Agreement adopted. CCA planning park site plan. CCA/City staff met to go over site plan requirements. CCA working with City Planner for site plan submission. CCA completed site plan. Council approved site plan concepts. P&Z decision granting special exception was approved by City Council. The site plan was approved with conditions. Staff is preparing documents to address the conditions. P&Z decision is being appealed to Council. Council approved Wallace Field Site Plan with conditions.	Continuing to plan for drainage project with OC. Discuss grading of site with CCA. No update
City acquisition of Property	Council discussed possibility of acquiring parcels within the City and directed City staff look at options on how to acquire property.	3/20/2018	CM	Cross lake purchase is on hold until County reschedules PH. Mayor/CM to meet with Commissioner Uribe and Adjacent property owner on Cross Lake on March 4. CM/Comm. Cross Lake Property deed recorded and improvements made (closed). BoA agreement finalized.	Financing complete. PSA executed by Mayor and BoA. BoA is now owned by the City. <b>No Updates</b>
Charter School (CCA)	There has been infrastructure issues at Cornerstone for some time. The City owns the property and leases it to CCA. The City is responsible for replacing major systems at CCA according to the lease.	4/3/2017	CM	Capital Facility Plan complete. CCA considering purchase of property. Roofs are being patched, not replaced at this time. Letter was sent to CCA Board asking for joint meeting and other Board issues. CM sent memorandum to CCA outlining conditions for refinancing. CCA discussed and rejected all the conditions sent by Council.	New Lease draft sent to Budget Committee for review. Budget Committee reviewed draft lease. Market Rent Study completed. Being reviewed by Budget Committee. Subcommittee of Council revising the new lease. <b>CCA, at their June 30 meeting, would like to work with the City to continue working with the City on the lease agreement. Direction needed from Council on next steps.</b>

**Belle Isle Issues Log  
7/6/21**

a.

Municipal Code Update	The City Council contracted with a planner to update the municipal code. This process was not completed and needs to be completed. There have been significant code changes in the past few years that need to be in the code.	4/3/2017	CM/CC	Meet with consultant to determine what was done and what is left to do. P&Z Board looking at possible changes to fence/wall requirements. Discussion of sidewalk maintenance. Ordinance adoption for Home Occupation and Golf Carts. New Sign Ordinance (adopted and closed). Ordinance on at-large appointments (adopted and will advertise vacancies).	Changes to Impervious surface ratio were discussed and will remain unchanged. P&Z discussions on definition of "kitchen" and look at possible ordinance for installation of artificial turf on residential property.
Comp Plan Updates	The comp plan is reviewed every 7 years to see if it needs to be updated. The City Council contracted with a planner to update the comprehensive plan.	3/1/2017	Council Planner CM	Meet with consultant to determine what was done and what is left to do.	City Manager and Planner to review 2009 Comp Plan for errors discovered in Zoning Map. No Update
Annexation	Council discussed the desire to annex contiguous property in order to build the tax base and possibly provide more commercial development in Belle Isle.	4/3/2017	Council CM	Council determined the priority to annex. Planner completed 1st report. City Staff reviewing. CM and Mayor met with Management Company for Publix Shopping Center (another meeting is set for 5/19/21). CM to meet with private owner for annexation of 5 acres. Sienna place signed consents for annexation about 35% done.	Sienna condo about 70% complete. Discussion with Brixmor going well. Brixmor asked for additional information. <b>Sienna may be an involuntary annexation. Information supplied to Brixmor for their review.</b>
Lake Conway Issues	Residents have complained that Lake Conway is unsafe due to speeding of PWCs and issues with wake boats. Council would like more local control over the lake.	6/1/2019	CM, CA, Chief	City Attorney looking at how other communities have control of lakes. Staff drafting an ordinance for No Wake Zones. City waiting for County to meet with stakeholders. Draft ordinance is put on hold for now. City/OCSCO looking at other avenues to allow enforcement. Lobbyist Presentations to BC on April 8. CM received information from FWC on Canoe Trail & Swim Areas. City staff to get public input on both.	<b>Agenda Item (Ordinance on Swim Areas).</b>
IT Issues	City Council wants Staff to research changes in IT from Gmail back to Outlook	8/6/2019	City Clerk Chief	City staying with Gmail. City has new pages on website for financial transparency and new work order tracking program. City doing ADA conversion. City Clerk working with ADA compliance company. New website developed & ADA compliant Issue Closed). Bids received on RFP for Chambers A/V. Council approved bid.	Contract executed. Looking at a completion date of September 30. <b>No update</b>
Grady (Lancaster) House	PCHS requested the Council not demolish Grady House and give up to a year to have it moved.	2/5/2019	CM	Discussion at PCHS. CM contacted State Historic Office on house and homestead and getting it registered on National Registry. Council directed PCHS top provide dates for moving the house and for renovations. PCHS responded to council stating they will not be moving or taking the house. Council set deadline of July 1, 2020 to have the house removed. Neighbor is working to get approvals to move the House to 5817 Randolph so it can be donated to her. Council extended deadline until September 1. Duke contacted for moving wires; quotes received for moving house; met with possible new owner; National Registry Application moving forward. Need cooperation of County to annex property across Waltham. Comm. Uribe will work with property owner to get OC variances. Private property owner was contacted by OC District 3 Office. City will assist where possible. Private property owner applied to County for variances to relocate the house.	County needs additional information from private property owner with a deadline is June 9, 2021 for a hearing on August 5, 2021. Letters of Support provided to property owner from City and PCHS. CCA will also write a Letter of Support. <b>Update after August 5 OC hearing.</b>

**Belle Isle Issues Log  
7/6/21**

a.

New City Zip Code	Council directed that the City Manager research the possibility of applying to the USPS for a new zip code. Realtors state that proeprty values may increase if the City has its own zip code and possibility insurance rates may also change.	3/16/2021	CM and Comm. Shuck	CM and Comm. Reviewed USPS informaiton necessary for changing zip code. CM reached out to OCPA to see if Belle Isle could substitute for Orlando on property page which may lessen confusion.	Discuss response from OCPA. Develop "pro/con" list for Council review. Check with service providers to see if utility taxes are being sent to Orlando for homes in Bl. State revenues are based on municipality, not zip code. <b>No Update</b>
Traffic Calming Requests/Projects	With the completion of the TMP as well as other traffic requests, the staff will track them here for Council information.	4/6/2021	CM, CE, PW, BIPD	Speed Humps Requested: Seminole, Cullen Lake Shore Drive, Oak IslandRoad, LCS, Daetwyler Shores. Speed Limit Reduction: Judge Rd, Daetwyler Shores All-Way Stop on Via Flora. Seminole in data gathering (temp. speed humps in place). Indian Drive and Barby Lane depend on Seminole decision. Daetwyler Shores scheduled for next budget year; CLSD and OIR were sent application packets. Speed reduction on Judge started (35 MPH). All-Way stop at Via Flora and Flowertree completed. Last traffic count on Seminole started.	Seminole data complete and justifies installation of speed humps. OCFD has no issues with speed humps. Discussion with BIPD on active enforcement for next 4 months on Seminole. If placed on Seminole, then speed humps should be placed on Barby and Indian. City to start planning for RRFB on Hoffner and Pleasure Island and Hoffner and Peninsular. City to start discusion with OC on TSP projects developed by Traffic Consultant. <b>Projects placed on City CIP. City Manager to contact Orange County for support with projects on Hoffner.</b>