



city council agenda

Agenda
May 02, 2017 * 6:30 PM
City Council Meeting
City Hall Chambers, 1600 Nela Avenue

Lydia Pisano Mayor	Frank Kruppenbacher City Attorney	Bob Francis City Manager	Ed Gold District 1	Anthony Carugno District 2	Jeremy Weinsier District 3	Bobby Lance District 4	Harv Readey District 5	Lenny Mosse District 6	Sue Nielsen District 7
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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 city's website at cityofbelleislefi.org.

1. Call to Order and Confirmation of Quorum
2. Invocation and Pledge to Flag - Jeremy Weinsier, Commissioner District 3
3. Orange County Pine Castle Elementary School Parking Presentation
 - a. OCPS Facilities Planners Julie Salvo and Tyrone Smith will be presenting information on the Pine Castle Elementary swing school project that is starting this August and the school's new traffic circulation pattern.
4. Consent Items
 - a. Proclamation: Declaring May 2017 Neurofibromatosis (NF) Awareness Month
 - b. Proclamation: Declaring "May 12th as FIBROMYALGIA (FM), MYALGIC ENCEPHALOMYELITIS (ME)/CHRONIC FATIGUE SYNDROME (CFS) AND MULTIPLE CHEMICAL SENSITIVITY (MCS) AWARENESS DAY"; and the month of May as "FIBROMYALGIA, MYALGIC ENCEPHALOMYELITIS/ CHRONIC FATIGUE SYNDROME AND MULTIPLE CHEMICAL SENSITIVITY AWARENESS MONTH"
 - c. Approval of the revised City Council regular session minutes of February 21, 2017
 - d. Approval of the City Council regular session of March 21, 2017
 - e. Approval of the City Council regular session of April 4, 2017 minutes
 - f. Approval of the City Council regular session of April 18, 2017 minutes
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. Approval of the Bing Program Policy - Council reviewed and made changes to the draft that was presented at the last meeting. Staff made the requested changes and recommending the policy be adopted.
 - b. Approval of the Use of City Facility Policy - Council reviewed and made changes to the draft that was presented at the last meeting. Staff made the requested changes and recommending the policy be adopted.
7. New Business

"If a person decides to appeal any decision made by the Council 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). "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 1

- a. Vice Mayor Election - According to Section 4.03 of the City charter, at the first Council meeting in May, after each City election, the Council shall elect one of its members as vice-mayor.

- b. Discussion of Perkins Boat Ramp - There are continuing issues regarding the use, security and signage of boat ramps and parks. For this meeting, focus will be on the Perkins Boat Ramp area; however there are continuing and unresolved issues regarding the condition, use, security and signage of boat ramps and parks. The City Manager Staff is only preparing for discussion of the Perkins Ramp issues, as it was direction of Council at the last meeting; however the City Manager will recommend that Council hold a work session to discuss the current issues condition, use, security and signage for all boat ramps and parks.

- c. Approval of City Attorney Contract

- d. ORDINANCE 17-03 – FIRST READING AND CONSIDERATION
AN ORDINANCE OF THE CITY OF BELLE ISLE, FLORIDA APPROVING THE APPLICATION OF COMINS DEVELOPMENT I, LLC, PROPERTY OWNER OF 7710-, 7728 AND 7740- DAETWYLER DRIVE AND REZONING THAT CERTAIN PROPERTY LOCATED ON DAETWYLER DRIVE, BELLE ISLE, FLORIDA, IDENTIFIED IN THE ORANGE COUNTY TAX ROLLS WITH PARCEL NUMBER 29-23-30-0000-00-013, 29-23-30-4986-00-010 AND 29-23-30-4986-00-040 MORE PARTICULARLY DESCRIBED IN ORANGE COUNTY RECORDS, ORANGE COUNTY, FLORIDA. FROM R-2 TO PD; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

- e. ORDINANCE 17-04 – FIRST READING AND CONSIDERATION
AN ORDINANCE OF THE CITY OF BELLE ISLE, FLORIDA; AMENDING THE BELLE ISLE CODE OF ORDINANCES CONCERNING HEIGHT; BY AMENDING PART II, CODE OF ORDINANCES; BY AMENDING SUBPART B, LAND DEVELOPMENT CODE; BY AMENDING CHAPTER 54, ZONING DISTRICTS AND REGULATIONS; BY AMENDING ARTICLE IV. SUPPLEMENTARY REGULATIONS, DIVISION 3. BUILDINGS; BY AMENDING SECTION 54-153, HEIGHT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

8. Attorney's Report

9. City Manager's Report

- a. RFP for City Engineering Services
- b. RFP for Strategic Planning Services
- c. RFP for Tree Care Services
- d. Projects update

10. Mayor's Report

- a. Legislative Update
- b. CC Board Update
- c. Earth Day/Lake Clean Up update

11. Council Report

12. Adjournment



MEMORANDUM

DATE: January 30, 2017 (Updated March 28, 2017)
TO: File
FROM: Rick Baldocchi, P.E.
RE: Pine Castle Elementary School - Temporary Swing School
Existing Conditions and Queue Analysis

INTRODUCTION

Orange County Public Schools (OCPS) is in the process of replacing the existing Pershing Elementary School located on Pershing Avenue in unincorporated Orange County, Florida, with a new K-8 school on the same site. While the new school is under construction, the students from the existing Pershing Elementary School will be temporarily transferred to Pine Castle Elementary School located on Waltham Street in Belle Isle, Florida. AVCON, INC. was retained to study the existing school site access at Pine Castle Elementary School. The purpose of this memorandum is to evaluate existing access conditions and to assist OCPS and Zyscovich Architects in evaluating proposed on-site improvements for parent drop-offs, school buses, and parking for the temporary swing school conditions created by the addition of the Pershing Elementary School students.

EXISTING PINE CASTLE ELEMENTARY SCHOOL

Existing Site Conditions

Pine Castle Elementary School serves pre-kindergarten through fifth grade in the OCPS system. It is located on the north side of Waltham Avenue between Hansel Avenue (SR 527) and Randolph Avenue, just south of Hoffner Avenue (CR 15). The school is primarily accessed off Waltham Avenue, which is converted from two-way traffic to five westbound lanes on Monday through Friday from 7:45 to 8:45 AM and at 2:30 to 3:30 PM (1:30 to 2:30 PM on Wednesday). A police officer partially blocks the intersection of Waltham Avenue at Hansel Avenue to prevent eastbound traffic and to assist vehicles exiting right onto Hansel Avenue from Waltham Avenue.

The existing Pine Castle Elementary does not have an on-site parent loop or school bus loop for loading students. Cornerstone Charter School, a private school, is located on the south side of Waltham Avenue, directly across the street from Pine Castle Elementary School. Pine Castle Elementary School uses the right three lanes for queuing and loading students, and Cornerstone Charter School uses the left two lanes for loading students. School buses for Pine Castle Elementary School queue at the west end of Waltham Avenue near Hansel Avenue, while Cornerstone Charter School does not use school buses. There is a short driveway and loading

zone at the south side of the school on Waltham Avenue, but it does not appear to be used in the afternoon until after most vehicles have cleared Waltham Avenue. Pine Castle Elementary School also has a parking lot with a driveway entrance on Randolph Avenue east of the school. It did not appear to be used for loading students because of the configuration and driveway accessibility during peak school loading times. The existing parking lot has 69 paved and marked parking spaces, plus 2 ADA accessible parking spaces.

Randolph Avenue is a two-lane, local roadway with sidewalk on south side adjacent to Cornerstone Charter School. There is a wide paved shoulder on the north side adjacent to Pine Castle Elementary School. It is separated from the westbound travel lane by traffic cones and appeared to be used primarily for student loading. There is also a paved lane on the south side in front of Cornerstone Charter School that may serve as on-street parking during the day, but serves as the student loading zone after school. Randolph Avenue has a posted speed limit of 25 MPH. There are no school zone signs, pavement markings, speed detection/display signs on Randolph Avenue near the school.

Per OCPS records, student enrollment at Pine Castle Elementary School was 318 students at the time of the traffic counts. School hours were from 8:30 AM to 2:45 PM (1:45 PM Wednesday). The school's website indicated that they had 52 employees, which included 2 administrative, 31 classified and 19 instructional employees. Four school buses were observed serving the school at the time of the traffic counts.

Existing Turning Movement Counts

For this analysis, vehicle turning movement counts and pedestrian crossing counts were taken on a Thursday from 7:45 AM to 8:45 AM and from 2:00 PM to 3:00 PM. Since the school's driveways were not being used during pre-count observations, the counts were performed at the intersections of Waltham Avenue at Hansel Avenue, Waltham Avenue at Randolph Avenue, Randolph Avenue at Wilks Avenue, and Randolph Avenue at Hoffner Avenue. Because Pine Castle Elementary and Cornerstone Charter Academy start and end within 15 minutes of each other, the counts do not identify the destination of the school traffic. Field observations during the counts provide better guidance on the traffic distribution between the two adjacent schools. Complete turning movement counts are attached to this memorandum for additional information.

Maximum Observed Queue

The maximum observed queue at Pine Castle Elementary School was 85 vehicles at approximately five minutes after school was released in the afternoon. This consisted of 35 westbound vehicles on Waltham Avenue between Hansel Avenue and Randolph Avenue, 18 westbound vehicles on Waltham Avenue east of Randolph Avenue, 25 southbound vehicles on Randolph Avenue north of Waltham Avenue and 7 northbound vehicles on Randolph Avenue north of Waltham Avenue. The maximum observed queue included at least 12 westbound

vehicles on Waltham Avenue between Hansel Avenue and Randolph Avenue that were in the queue for Cornerstone Charter School. Vehicles on the remaining roads could not be distinguished between the adjacent schools.

EXISTING PERSHING ELEMENTARY SCHOOL

Existing Site Conditions

Pershing Elementary School serves pre-kindergarten through fifth grade in the OCPS system. It is located on the south side of E. Pershing Avenue between S. Ferncreek Avenue and S. Bumby Avenue. It is approximately 3 miles away from Pine Castle Elementary by vehicle.

Per OCPS records, student enrollment at Pershing Elementary School was 328 students at the time of the traffic counts. School hours were from 8:45 AM to 3:00 PM (2:00 PM Wednesday). The school's website indicated that they had 49 employees total, which included 7 administrative, 17 classified and 25 instructional employees. Two school buses were observed serving the school at the time of the traffic counts.

Existing Turning Movement Counts

For this analysis, vehicle turning movement counts and pedestrian crossing counts were taken on a Thursday from 8:00 AM to 9:00 AM and from 2:15 PM to 3:15 PM. The counts were performed at the entrance and exit driveways for the parking/north loop, the intersection of Pershing Avenue at March Avenue and at the intersection of March Avenue at Overlake Avenue (the south loop). Complete turning movement counts are attached to this memorandum for additional information.

During the AM peak hour, 51 vehicles entered and 54 vehicles exited the parking/north loop, and 107 vehicles entered and 111 vehicles exited the south loop. During the AM peak 15 minutes, 20 vehicles entered and 30 vehicles exited the parking/north loop, and 40 vehicles entered and 42 vehicles exited the south loop. During the PM peak hour, 40 vehicles entered and 66 vehicles exited the parking/north loop, and 42 vehicles entered and 51 vehicles exited the south loop. During the PM peak 15 minutes, 16 vehicles entered and 17 vehicles exited the parking/north loop, and 24 vehicles entered and 46 vehicles exited the south loop.

Maximum Observed Queue

The maximum observed queue at Pershing Elementary School was 47 vehicles at approximately five minutes after school was released in the afternoon. This consisted of 25 vehicles in the parking/north loop, 6 southbound vehicles on March Avenue, and 16 eastbound vehicles on Overlake Avenue.

PROPOSED PINE CASTLE ELEMENTARY SCHOOL - TEMPORARY SWING SCHOOL

Enrollment

If the existing Pine Castle Elementary School campus is intended to accommodate the enrollment at both Pine Castle and Pershing Elementary Schools while serving as a temporary swing school, then the combined enrollment would be 646 students. This combined swing school represents a 103.1% increase over the existing enrollment of 318 students at the existing Pine Castle Elementary School.

Staffing

The existing Pine Castle Elementary School had 52 employees, which included 2 administrative, 31 classified and 19 instructional employees. The existing Pershing Elementary School had 49 employees total, which included 7 administrative, 17 classified and 25 instructional employees. If the current ratio of 52 staff to 318 students at the existing Pine Castle Elementary School is maintained at the temporary swing school, then staff could potentially increase to 106 employees. Combining the entire staff at both schools would result in a total of 101 employees; however, there may be some staffing overlaps at the swing school. If the swing school maintains 7 administrative (maximum of both schools), 39 classified (all of Pine Castle and half of Pershing) and 44 instructional (all of both schools), then the swing school would result in a total of 90 employees. The potential staffing of 90 is 13.9% of the planned enrollment of 646 students.

School Buses

The existing Pine Castle Elementary School had 4 school buses and the existing Pershing Elementary School had 2 school buses observed at the time of the traffic counts. Since Pershing Elementary is approximately 3 miles away from Pine Castle Elementary by vehicle or on-foot, students that currently walk would be encouraged to ride a school bus to the temporary swing school.

School buses in Florida usually hold 65 to 84 elementary school students. For Pershing Elementary School with 328 students, the existing two school buses could transport approximately 130 students. The PM peak hour at Pershing Elementary School showed at least 82 vehicles entering both loops in the afternoon. The combined capacity of the buses and one student per vehicle would leave approximately 116 pedestrians or bicyclists to the school. If the same number of parents drive students, this would require at least 2 additional school buses just to transport the additional pedestrians and bicyclists. Based on these conditions, the temporary swing school would have a total of 8 school buses.

It is possible that the number of parents driving students to/from Pershing Elementary School could decrease given the additional distance to the temporary swing school at Pine Castle Elementary School. The AM peak at Pershing Elementary School showed at least 158 vehicles entering both loops in the morning. Up to 41% of the students currently being driven to school

could be transported by one additional school bus. It should be noted that any decrease in students currently being driven to school may also be offset by more parents driving students that currently walk or bicycle to school. If one additional bus is added to account for changes in students driven to school, the temporary swing school would have a total of 9 school buses.

Parking

OCPS Design Standards for an elementary school calls for 75 total parking spaces minimum as space allows. In general, observed usage calls for one parking space for each staff member plus 10 parking spaces for visitors, which results in at least 100 parking spaces for the temporary swing school.

Proposed On-Site Storage

The maximum observed queue at the existing Pine Castle Elementary School was 85 vehicles at approximately five minutes after school was released in the afternoon; however, this included at least 12 vehicles on Waltham Avenue between Hansel Avenue and Randolph Avenue that were in the queue for Cornerstone Charter School. If 30% of the queued vehicles observed on the surrounding roads were for Cornerstone Charter School, then the maximum observed queue for the existing Pine Castle Elementary could potentially be reduced to 58 vehicles.

Since the temporary swing school enrollment represents a 103.1% increase over the existing enrollment of 318 students at Pine Castle Elementary School, applying this same increase percentage to the maximum observed queue of 58 vehicles at Pine Castle Elementary School results in a potential maximum queue of 118 vehicles.

Alternately, combining with the maximum observed queue of 47 vehicles at Pershing Elementary School with the maximum observed queue of 58 vehicles at Pine Castle Elementary School results in a potential maximum queue of 105 vehicles.

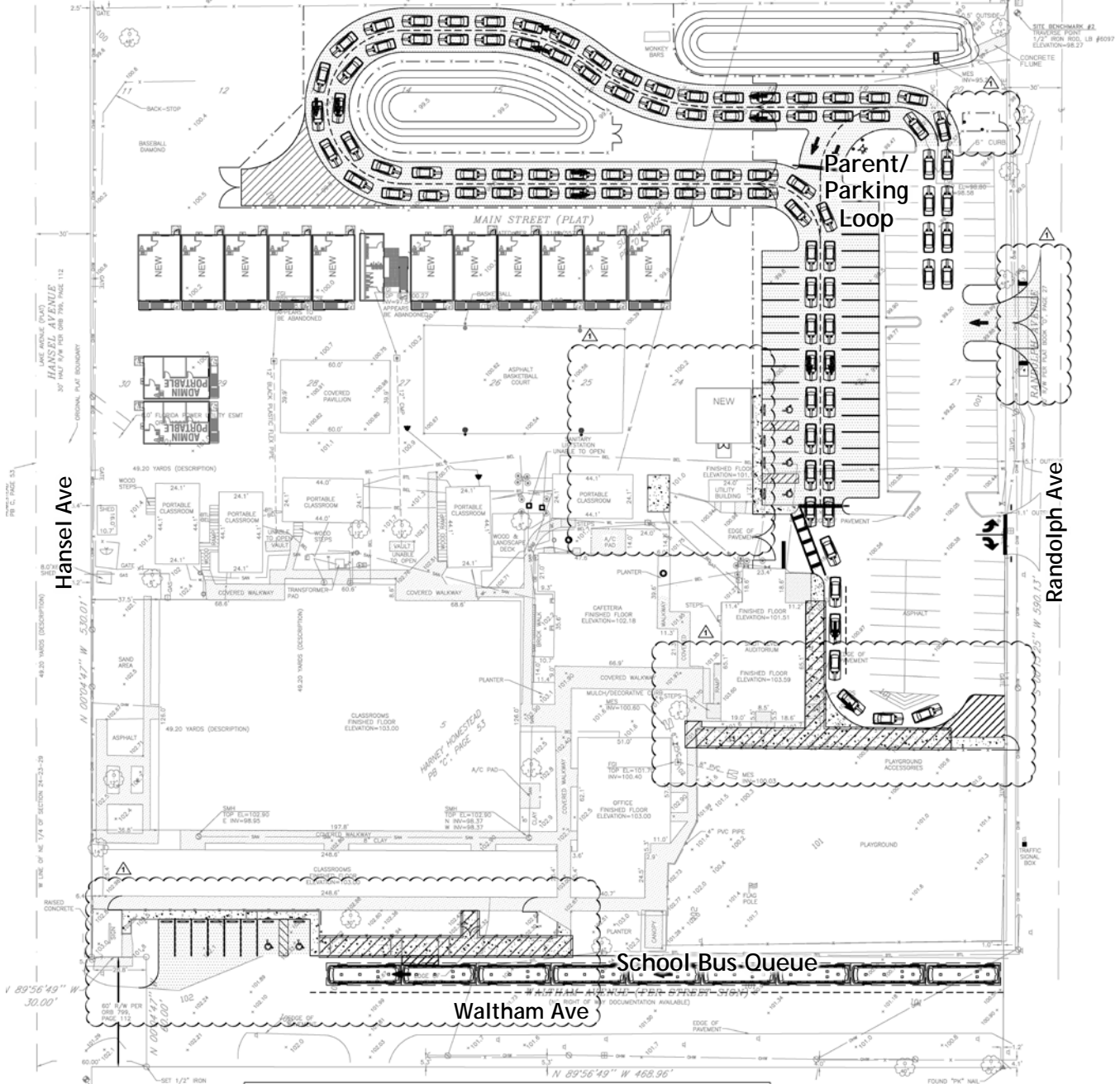
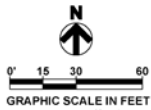
Increasing the observed maximum queue based on the swing school enrollment or combining the maximum observed queues for both school may not provide the best estimate for the potential queue at the temporary swing school. For comparison, the potential parent drop-off/pick-up queue at the temporary swing school was estimated using turning movement counts and observations for similar elementary schools in Orange County, Florida. The queue ranges were then adjusted to determine a comparable range for the potential 646 enrollment at the swing school. Those estimated queue ranges and the average of the queue ranges are shown on the following page.

Pine Castle Elementary Temporary Swing School On-Site Queue Analysis					
Basis for Queue	Enrollment Ratio (Prop. Pine Castle/ Basis School)	Adjusted Peak 15 Minute Exit Volume		Queue Range	
		AM	PM	Min	Max
Based on Avalon ES	0.680	93	41	41	93
Based on Cypress Park ES	2.228	78	72	72	78
Based on Dream Lake ES	0.779	98	76	76	98
Based on Frangus ES	0.973	89	108	90	108
Based on Hungerford ES	2.220	65	60	61	65
Based on Ivey Lane ES	2.000	70	70	70	70
Based on Lake Weston ES	1.086	100	61	61	100
Based on Lockhart ES	1.407	95	106	95	106
Based on Maxey ES	2.212	56	74	56	74
Based on Millennia ES	0.622	84	68	68	84
Based on Oak Hill ES	1.284	94	92	92	94
Based on Rock Lake ES	2.485	80	132	80	132
Based on Riverside ES	1.006	64	68	64	68
		Average Queue		72	90

Based on the similar elementary schools shown above, the projected queue range for 646 students at the temporary swing school would be 72 to 90 vehicles. The maximum queue of 90 vehicles would be 13.9% of the enrollment.

Proposed Queuing Plan

The existing Pine Castle Elementary School is primarily accessed off Waltham Avenue, which is converted from two-way traffic to five westbound lanes on Monday through Friday from 7:45 to 8:45 AM and at 2:30 to 3:30 PM (1:30 to 2:30 PM on Wednesday). Vehicles queue on Waltham Avenue and Randolph Avenue, both in the through lanes and parked on the shoulders. After conversations with OCPS, City of Belle Isle, and Orange County, Zyscovich Architects developed a queuing plan for Pine Castle Elementary School that would provide an on-site parent loop with a new entrance driveway just north of the existing parking driveway on Randolph Avenue. The existing parking driveway would serve as the exit driveway for the parking/parent loop. Exiting vehicles would be restricted to lefts-out only during peak arrival and departure times. This should minimize swing school vehicles on Waltham Avenue and reduce conflicts with Cornerstone Charter School traffic. It also provides more room for additional school buses to queue on Waltham Avenue in front of the school. The proposed queuing plan shown on the following page provides stacking for 9 school buses, parking for 100 vehicles and on-site parent stacking for 97 vehicles.



PARKING CALCULATIONS							
CRITERIA (PER OCCPS)	CRITERIA (PER FBC)	STAFF COUNT	STUDENT COUNT	REQUIRED PARKING	PROVIDED PARKING	REQUIRED ADA	PROVIDED ADA
75 SPACES MIN	1 SPACE PER STAFF + 1 SPACE PER 100 STUDENTS	90	650	97	100	4	6

Proposed Swing School Circulation Plan

SUMMARY

This preliminary analysis is based on a temporary swing school at Pine Castle Elementary that would accommodate 646 students and at least 90 employees. For 646 students, the recommended parent design storage range based on the volumes observed at the existing schools and similar OCPS elementary schools is 90 to 118 vehicles. The recommended design storage volume for school buses is at least 9 school buses. The swing school should also provide at least one parking space for each staff member plus 10 parking spaces for visitors, which results in 100 parking spaces for the proposed school. OCPS Design Standards for an elementary school calls for 75 total parking spaces minimum as space allows.

The proposed queuing plan provides on-site parent stacking for 97 vehicles, which falls within the recommend range for on-site parent storage. The modified school bus loading zone on Waltham Avenue provides stacking for 9 school buses, which meets the recommended school bus storage volume. The expanded parking provides for 100 vehicles, which meets the recommended parking.

This analysis is based on the Pine Castle Elementary School and Pershing Elementary School enrollment, staffing, and traffic counts as indicated at the time of the data collection. If any of the data changes or students are distributed to other schools, then the temporary swing school conditions will need to be reevaluated.

END OF MEMORANDUM

Turning Movement Counts



Accurate Traffic Counts, Inc.

798 Executive Drive, Suite A
Oviedo, Florida 32765

info@accuratetraffic.com

Station: 001
Counted by: Gerardo
Weather: Clear
Location: Randolph Av at Hoffner Av

File Name : Sta 001_Randolph Av at Hoffner Av
Site Code : 00012331
Start Date : 12/15/2016
Page No : 1

Groups Printed- General Traffic

Start Time	Randolph Avenue Southbound				Hoffner Avenue Westbound				Randolph Avenue Northbound				Hoffner Avenue Eastbound				Int. Total
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	
07:45	0	0	0	0	11	149	0	160	5	0	5	10	0	141	69	210	380
Total	0	0	0	0	11	149	0	160	5	0	5	10	0	141	69	210	380
08:00	0	0	1	1	7	161	0	168	6	0	12	18	1	122	34	157	344
08:15	0	0	1	1	7	122	1	130	3	0	7	10	2	106	27	135	276
08:30	0	0	1	1	5	172	0	177	2	0	4	6	2	84	4	90	274
*** BREAK ***																	
Total	0	0	3	3	19	455	1	475	11	0	23	34	5	312	65	382	894
*** BREAK ***																	
14:00	0	0	0	0	16	105	0	121	3	0	6	9	1	142	27	170	300
14:15	0	0	0	0	8	98	0	106	6	0	3	9	1	150	31	182	297
14:30	1	0	1	2	6	102	1	109	2	0	3	5	0	178	24	202	318
14:45	0	0	0	0	5	93	1	99	26	0	16	42	0	162	46	208	349
Total	1	0	1	2	35	398	2	435	37	0	28	65	2	632	128	762	1264
Grand Total	1	0	4	5	65	1002	3	1070	53	0	56	109	7	1085	262	1354	2538
Apprch %	20	0	80		6.1	93.6	0.3		48.6	0	51.4		0.5	80.1	19.4		
Total %	0	0	0.2	0.2	2.6	39.5	0.1	42.2	2.1	0	2.2	4.3	0.3	42.8	10.3	53.3	



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798 Executive Drive, Suite A
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Station: 001
Counted by: Gerardo
Weather: Clear
Location: Randolph Av at Hoffner Av

File Name : Sta 001_Randolph Av at Hoffner Av
Site Code : 00012331
Start Date : 12/15/2016
Page No : 1

Groups Printed- School Buses

Start Time	Randolph Avenue Southbound				Hoffner Avenue Westbound				Randolph Avenue Northbound				Hoffner Avenue Eastbound				Int. Total
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	
07:45	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	1
Total	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	1
08:00	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	1
*** BREAK ***																	
Total	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	1
*** BREAK ***																	
14:00	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1
*** BREAK ***																	
14:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1
14:45	0	0	0	0	0	1	0	1	0	0	0	0	0	0	1	1	2
Total	0	0	0	0	1	1	0	2	0	0	0	0	0	0	2	2	4
Grand Total	0	0	0	0	1	2	0	3	0	0	1	1	0	0	2	2	6
Apprch %	0	0	0		33.3	66.7	0		0	0	100		0	0	100		
Total %	0	0	0		16.7	33.3	0	50	0	0	16.7	16.7	0	0	33.3	33.3	

BICYCLES MOVEMENT SUMMARY

CODE / STATION NO.: 1
 NORTH / SOUTH: Randolph Avenue
 OBSERVER: Gerardo
 WEATHER: Clear
 REMARKS: _____

CITY: Orlando
 INTERSECTING ROUTE: Hoffner Avenue

COUNTY: Orange
 MILEPOST: X

FORM COMPLETED BY: Santiago


DATE: 12/15/2016

GPS COORDINATES

Latitude	Longitude
00° 00.000' N	000° 00.000' W

Randolph Avenue
SB Street Name

	07:45-08:00	08:00-08:45					14:00-15:00				Total
	0	0					0				0
	0	0					0				0
	0	0					0				0



Total

07:45-08:00	0	0	0
08:00-08:45	0	0	0
14:00-15:00	0	1	1
Total	0	1	1

Hoffner Avenue
EB Street Name

Hoffner Avenue
WB Street Name

Total

07:45-08:00	0	0	0
08:00-08:45	0	0	0
14:00-15:00	0	0	0
Total	0	0	0

	07:45-08:00	08:00-08:45					14:00-15:00				Total
	0	1					0				1
	0	0					2				2
	0	1					2				3

Randolph Avenue
NB Street Name



Accurate Traffic Counts, Inc.

798 Executive Drive, Suite A
Oviedo, Florida 32765

info@accuratetraffic.com

Station: 002

Counted by: Elaine

Weather: Clear

Location: Randolph Av at Pine Castle

File Name : Sta 002_Randolph Av at Pine Castle Elementary School - Wilks Av

Site Code : 00022294

Start Date : 12/15/2016

Page No : 1

Groups Printed- General Traffic

Start Time	Randolph Av Southbound				Wilks Av Westbound				Randolph Av Northbound				Pine Castle Elementary School Eastbound				Int. Total
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	
07:45	0	73	12	85	6	0	1	7	3	11	1	15	0	1	0	1	108
Total	0	73	12	85	6	0	1	7	3	11	1	15	0	1	0	1	108
08:00	2	32	8	42	4	1	2	7	6	12	1	19	2	1	5	8	76
08:15	2	35	4	41	1	1	1	3	4	8	0	12	4	0	1	5	61
08:30	0	9	0	9	0	0	1	1	2	2	1	5	4	0	10	14	29
*** BREAK ***																	
Total	4	76	12	92	5	2	4	11	12	22	2	36	10	1	16	27	166
*** BREAK ***																	
14:00	2	37	4	43	0	0	1	1	1	7	0	8	2	0	0	2	54
14:15	3	26	6	35	0	0	0	0	2	4	0	6	4	0	1	5	46
14:30	0	27	6	33	3	0	0	3	1	3	1	5	3	0	0	3	44
14:45	4	43	6	53	2	0	8	10	1	9	3	13	19	0	4	23	99
Total	9	133	22	164	5	0	9	14	5	23	4	32	28	0	5	33	243
Grand Total	13	282	46	341	16	2	14	32	20	56	7	83	38	2	21	61	517
Apprch %	3.8	82.7	13.5		50	6.2	43.8		24.1	67.5	8.4		62.3	3.3	34.4		
Total %	2.5	54.5	8.9	66	3.1	0.4	2.7	6.2	3.9	10.8	1.4	16.1	7.4	0.4	4.1	11.8	



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Station: 002

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Weather: Clear

Location: Randolph Av at Pine Castle

File Name : Sta 002_Randolph Av at Pine Castle Elementary School - Wilks Av

Site Code : 00022294

Start Date : 12/15/2016

Page No : 1

Groups Printed- School Bus

Start Time	Randolph Av Southbound				Wilks Av Westbound				Randolph Av Northbound				Pine Castle Elementary School Eastbound				Int. Total
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	
07:45	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	1
Total	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	1
*** BREAK ***																	
14:00	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
*** BREAK ***																	
14:45	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
Total	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2
Grand Total	0	2	0	2	0	0	0	0	0	1	0	1	0	0	0	0	3
Apprch %	0	100	0		0	0	0		0	100	0		0	0	0		
Total %	0	66.7	0	66.7	0	0	0	0	0	33.3	0	33.3	0	0	0	0	

PEDESTRIANS MOVEMENT SUMMARY

CODE / STATION NO.: 2
 NORTH / SOUTH: Randolph Avenue
 OBSERVER: Elaine
 WEATHER: Clear
 REMARKS: _____

CITY: Orlando
 INTERSECTING ROUTE: Pine Castle Elementary School
Wilks Avenue

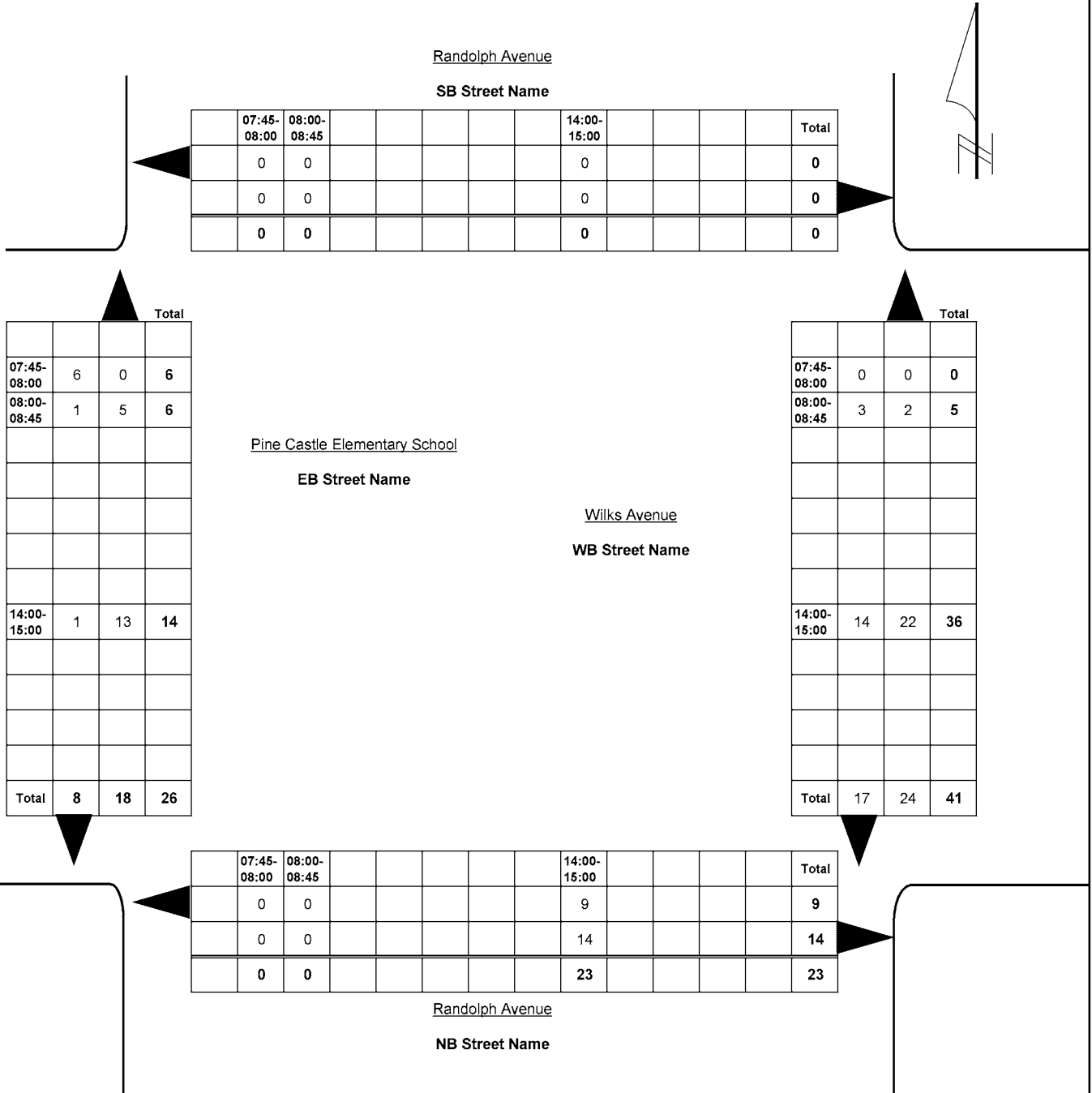
COUNTY: Orange
 MILEPOST: X

GPS COORDINATES

Latitude	Longitude
00° 00.000' N	000° 00.000' W

FORM COMPLETED BY: Santiago

DATE: 12/15/2016



BICYCLES MOVEMENT SUMMARY

CODE / STATION NO.: 2
 NORTH / SOUTH: Randolph Avenue
 OBSERVER: Elaine
 WEATHER: Clear
 REMARKS: _____

CITY: Orlando
 INTERSECTING ROUTE: Pine Castle Elementary School
Wilks Avenue

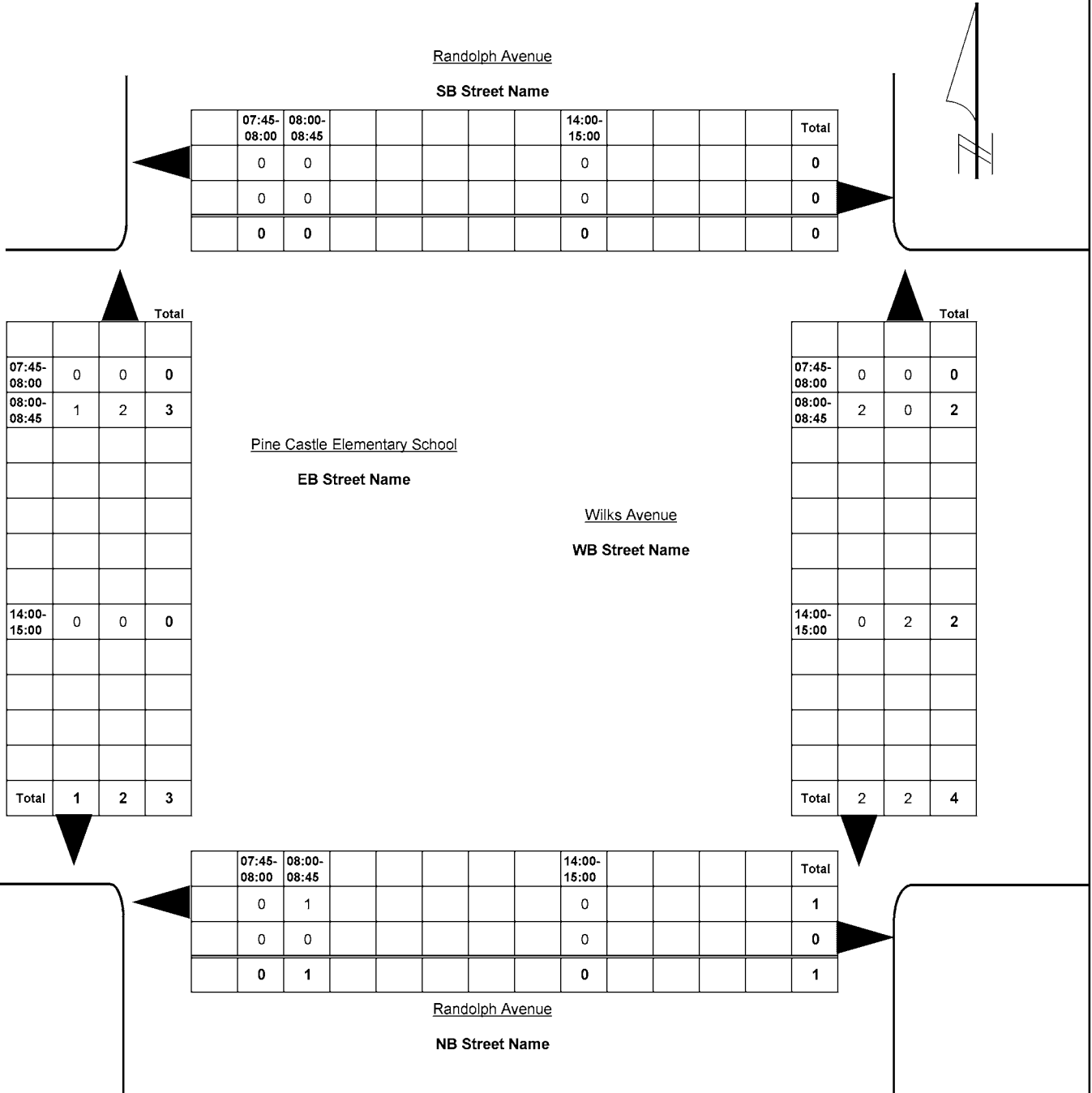
COUNTY: Orange
 MILEPOST: X

GPS COORDINATES

Latitude	Longitude
00°00.000' N	000°00.000' W

FORM COMPLETED BY: Santiago

DATE: 12/15/2016





Accurate Traffic Counts, Inc.

798 Executive Drive, Suite A
Oviedo, Florida 32765

info@accuratetraffic.com

Station: 003
Counted by: Gerardo
Weather: Clear
Location: Randolph Av at Waltham Av

File Name : sta 003_randolph av at waltham av
Site Code : 00032331
Start Date : 12/20/2016
Page No : 1

Groups Printed- General Traffic

Start Time	Randolph Av Southbound				Waltham Av Westbound				Randolph Av Northbound				Waltham Av Eastbound				Int. Total
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	
07:45	0	34	44	78	44	29	1	74	43	15	4	62	0	0	0	0	214
Total	0	34	44	78	44	29	1	74	43	15	4	62	0	0	0	0	214
08:00	2	8	30	40	6	2	1	9	36	17	2	55	0	0	2	2	106
08:15	1	10	22	33	3	6	0	9	26	10	1	37	1	1	3	5	84
08:30	1	7	12	20	14	7	0	21	4	4	0	8	1	0	2	3	52
*** BREAK ***																	
Total	4	25	64	93	23	15	1	39	66	31	3	100	2	1	7	10	242
*** BREAK ***																	
14:00	7	18	10	35	0	0	0	0	3	8	3	14	0	1	0	1	50
14:15	5	7	3	15	0	0	0	0	3	8	3	14	0	0	0	0	29
14:30	2	16	19	37	20	7	0	27	14	5	1	20	0	0	0	0	84
14:45	1	21	27	49	20	17	1	38	18	12	5	35	0	0	0	0	122
Total	15	62	59	136	40	24	1	65	38	33	12	83	0	1	0	1	285
Grand Total	19	121	167	307	107	68	3	178	147	79	19	245	2	2	7	11	741
Apprch %	6.2	39.4	54.4		60.1	38.2	1.7		60	32.2	7.8		18.2	18.2	63.6		
Total %	2.6	16.3	22.5	41.4	14.4	9.2	0.4	24	19.8	10.7	2.6	33.1	0.3	0.3	0.9	1.5	



Accurate Traffic Counts, Inc.

798 Executive Drive, Suite A
Oviedo, Florida 32765

info@accuratetraffic.com

Station: 003
Counted by: Gerardo
Weather: Clear
Location: Randolph Av at Waltham Av

File Name : sta 003_randolph av at waltham av
Site Code : 00032331
Start Date : 12/20/2016
Page No : 1

Groups Printed- School Bus

Start Time	Randolph Av Southbound				Waltham Av Westbound				Randolph Av Northbound				Waltham Av Eastbound				Int. Total
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	
07:45	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	1
Total	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	1
08:00	0	0	0	0	0	0	0	0	3	0	0	3	0	0	0	0	3
08:15	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	1
*** BREAK ***																	
Total	0	0	0	0	0	0	0	0	3	1	0	4	0	0	0	0	4
*** BREAK ***																	
14:00	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	1
14:15	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	1
*** BREAK ***																	
14:45	0	0	1	1	0	0	0	0	1	0	0	1	0	0	0	0	2
Total	0	0	2	2	0	0	0	0	2	0	0	2	0	0	0	0	4
Grand Total	0	0	2	2	0	0	0	0	5	2	0	7	0	0	0	0	9
Apprch %	0	0	100		0	0	0		71.4	28.6	0		0	0	0		
Total %	0	0	22.2	22.2	0	0	0	0	55.6	22.2	0	77.8	0	0	0	0	

BICYCLES MOVEMENT SUMMARY

CODE / STATION NO.: 3
 NORTH / SOUTH: Randolph Avenue
 OBSERVER: Gerardo
 WEATHER: Clear
 REMARKS: _____

CITY: Orlando
 INTERSECTING ROUTE: Waltham Avenue

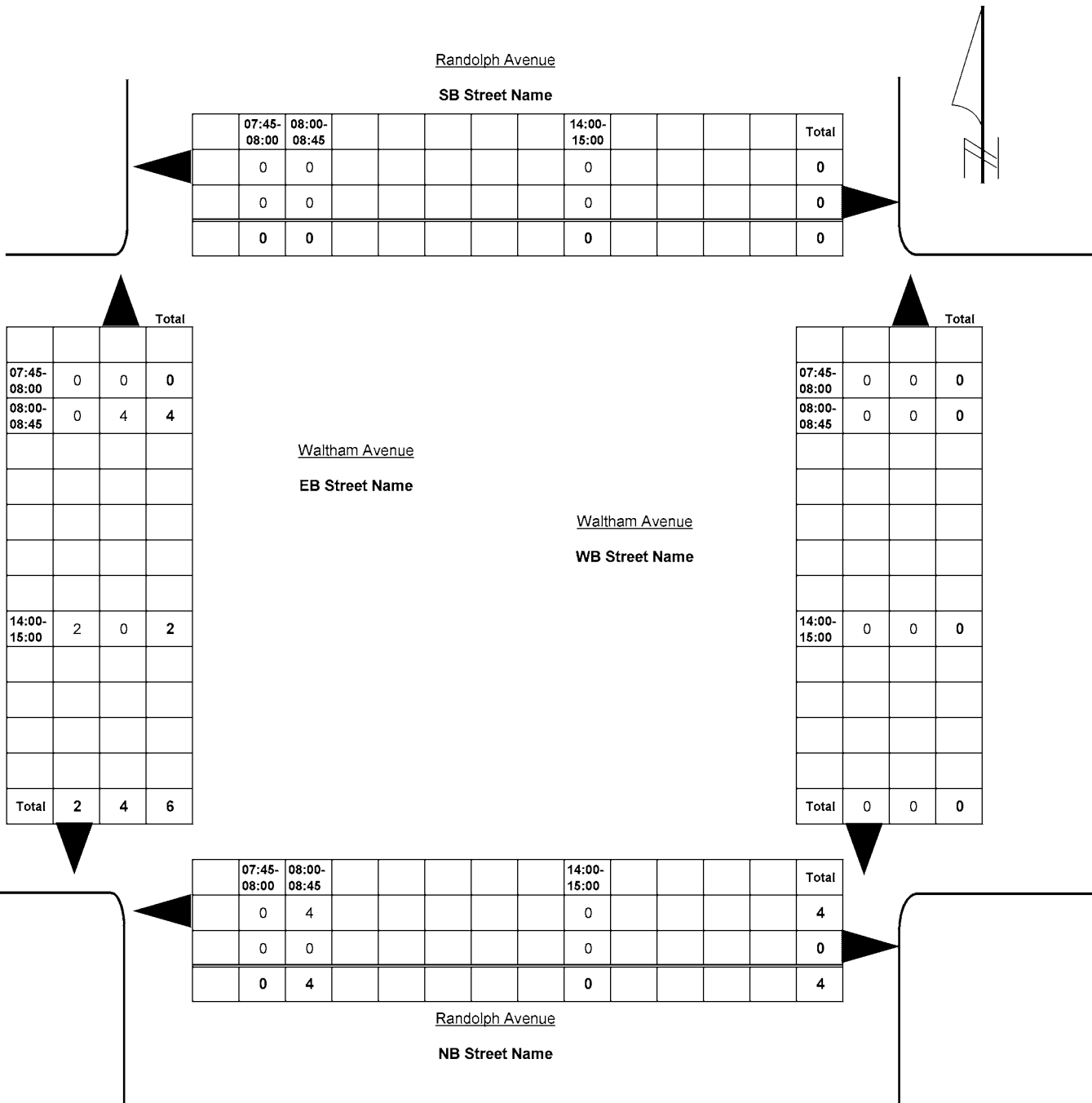
COUNTY: Orange
 MILEPOST: X

GPS COORDINATES

Latitude	Longitude
00° 00.000' N	000° 00.000' W

FORM COMPLETED BY: Santiago

DATE: 12/15/2016





Accurate Traffic Counts, Inc.

798 Executive Drive, Suite A
Oviedo, Florida 32765

info@accuratetraffic.com

Station: 004
Counted by: Amaury
Weather: Clear
Location: Hansel Av at Waltham Av

File Name : Sta 004_Hansel Av at Waltham Av
Site Code : 00042294
Start Date : 12/15/2016
Page No : 1

Groups Printed- General Traffic

Start Time	Hansel Avenue Southbound				Waltham Avenue Westbound				Hansel Avenue Northbound				Waltham Avenue Eastbound				Int. Total
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	
07:45	0	0	0	0	0	55	110	165	0	337	0	337	4	1	0	5	507
Total	0	0	0	0	0	55	110	165	0	337	0	337	4	1	0	5	507
08:00	0	0	0	0	0	40	45	85	1	441	0	442	1	0	0	1	528
08:15	0	0	0	0	0	25	31	56	0	315	0	315	0	0	0	0	371
08:30	0	0	0	0	0	15	6	21	4	304	3	311	2	0	0	2	334
08:45	0	0	0	0	0	0	2	2	0	9	0	9	0	0	0	0	11
Total	0	0	0	0	0	80	84	164	5	1069	3	1077	3	0	0	3	1244
*** BREAK ***																	
14:00	0	0	0	0	0	3	7	10	2	434	1	437	5	1	0	6	453
14:15	0	0	0	0	0	1	1	2	1	342	0	343	3	0	0	3	348
14:30	0	0	0	0	0	25	44	69	2	448	0	450	4	0	0	4	523
14:45	0	0	0	0	0	36	62	98	0	367	0	367	3	0	0	3	468
Total	0	0	0	0	0	65	114	179	5	1591	1	1597	15	1	0	16	1792
Grand Total	0	0	0	0	0	200	308	508	10	2997	4	3011	22	2	0	24	3543
Apprch %	0	0	0	0	0	39.4	60.6		0.3	99.5	0.1		91.7	8.3	0		
Total %	0	0	0	0	0	5.6	8.7	14.3	0.3	84.6	0.1	85	0.6	0.1	0	0.7	



Accurate Traffic Counts, Inc.

798 Executive Drive, Suite A

Oviedo, Florida 32765

info@accuratetraffic.com

Station: 004

Counted by: Amaury

Weather: Clear

Location: Hansel Av at Waltham Av

File Name : Sta 004_Hansel Av at Waltham Av

Site Code : 00042294

Start Date : 12/15/2016

Page No : 1

Groups Printed- School Bus

Start Time	Hansel Avenue Southbound				Waltham Avenue Westbound				Hansel Avenue Northbound				Waltham Avenue Eastbound				Int. Total
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	
*** BREAK ***																	
08:00	0	0	0	0	0	0	3	3	0	1	0	1	0	0	0	0	4
08:15	0	0	0	0	0	1	0	1	0	1	0	1	0	0	0	0	2
*** BREAK ***																	
Total	0	0	0	0	0	1	3	4	0	2	0	2	0	0	0	0	6
*** BREAK ***																	
14:00	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	1
*** BREAK ***																	
14:30	0	0	0	0	0	0	1	1	0	1	0	1	0	0	0	0	2
14:45	0	0	0	0	0	0	3	3	0	0	0	0	0	0	0	0	3
Total	0	0	0	0	0	0	4	4	0	2	0	2	0	0	0	0	6
Grand Total	0	0	0	0	0	1	7	8	0	4	0	4	0	0	0	0	12
Apprch %	0	0	0		0	12.5	87.5		0	100	0		0	0	0		
Total %	0	0	0		0	8.3	58.3	66.7	0	33.3	0	33.3	0	0	0	0	

PEDESTRIANS MOVEMENT SUMMARY

CODE / STATION NO.: 4
 NORTH / SOUTH: Hansel Avenue
 OBSERVER: Amaury
 WEATHER: Clear
 REMARKS: _____

CITY: Orlando
 INTERSECTING ROUTE: Waltham Avenue

COUNTY: Orange
 MILEPOST: X

FORM COMPLETED BY: Santiago

DATE: 12/15/2016

GPS COORDINATES

Latitude	Longitude
00° 00.000' N	000° 00.000' W

Hansel Avenue

SB Street Name

07:45-08:00	08:00-08:45							14:00-15:00				Total
0	0							0				0
0	0							0				0
0	0							0				0



Total

07:45-08:00	08:00-08:45		Total
0	0	0	0
0	2	2	2
14:00-15:00	0	1	1
Total	0	3	3

Waltham Avenue

EB Street Name

Waltham Avenue

WB Street Name

Total

07:45-08:00	08:00-08:45		Total
0	1	1	1
2	4	6	6
14:00-15:00	0	4	4
Total	2	9	11

Total

07:45-08:00	08:00-08:45							14:00-15:00				Total
0	0							0				0
0	0							0				0
0	0							0				0

Hansel Avenue

NB Street Name



Accurate Traffic Counts, Inc.

798 Executive Drive, Suite A

Oviedo, Florida 32765

info@accuratetraffic.com

Station: 003

Counted by: Amaury Jr

Weather: Clear

Location: E Pershing Av at Pershing Elementary

File Name : sta 003_e pershing av at pershing elementary school-west driveway

Site Code : 00035706

Start Date : 12/15/2016

Page No : 1

Groups Printed- General Traffic

Start Time	Ontario Avenue Southbound				E Pershing Avenue Westbound				Pershing Elementary School - West Driveway Northbound				E Pershing Avenue Eastbound				Int. Total
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	
08:00	3	2	9	14	4	65	0	69	0	0	0	0	9	37	7	53	136
08:15	4	3	10	17	7	91	2	100	0	0	1	1	9	35	6	50	168
08:30	3	4	18	25	10	91	3	104	0	0	0	0	10	57	10	77	206
08:45	3	1	4	8	4	74	4	82	0	0	0	0	1	27	3	31	121
Total	13	10	41	64	25	321	9	355	0	0	1	1	29	156	26	211	631

*** BREAK ***

14:15	1	0	1	2	3	49	1	53	0	0	0	0	6	59	1	66	121
14:30	0	0	5	5	3	61	2	66	0	0	0	0	3	67	4	74	145
14:45	3	4	10	17	3	52	3	58	0	0	0	0	2	72	8	82	157
Total	4	4	16	24	9	162	6	177	0	0	0	0	11	198	13	222	423
15:00	2	4	12	18	4	49	13	66	0	0	1	1	8	65	10	83	168
Grand Total	19	18	69	106	38	532	28	598	0	0	2	2	48	419	49	516	1222
Apprch %	17.9	17	65.1		6.4	89	4.7		0	0	100		9.3	81.2	9.5		
Total %	1.6	1.5	5.6	8.7	3.1	43.5	2.3	48.9	0	0	0.2	0.2	3.9	34.3	4	42.2	



Accurate Traffic Counts, Inc.

798 Executive Drive, Suite A
Oviedo, Florida 32765

info@accuratetraffic.com

Station: 003 File Name : sta 003_e pershing av at pershing elementary school-west driveway
 Counted by: Amaury Jr Site Code : 00035706
 Weather: Clear Start Date : 12/15/2016
 Location: E Pershing Av at Pershing Page No : 1

Groups Printed- School Bus

Start Time	Ontario Avenue Southbound				E Pershing Avenue Westbound				Pershing Elementary School - West Driveway Northbound				E Pershing Avenue Eastbound				Int. Total
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	
*** BREAK ***																	
14:30	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	4	4
14:45	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	1
Total	0	0	0	0	0	1	0	1	0	0	0	0	0	4	0	4	5
15:00	0	0	0	0	2	2	0	4	0	0	0	0	0	0	0	0	4
Grand Total	0	0	0	0	2	3	0	5	0	0	0	0	0	4	0	4	9
Approch %	0	0	0		40	60	0		0	0	0		0	100	0		
Total %	0	0	0	0	22.2	33.3	0	55.6	0	0	0	0	0	44.4	0	44.4	

ORANGE COUNTY, FLORIDA

PEDESTRIANS MOVEMENT SUMMARY

CODE / STATION NO.: 3

CITY: Orlando

COUNTY: Orange

NORTH / SOUTH: Pershing Elementary School West Drwy. INTERSECTING ROUTE: E Pershing Avenue

MILEPOST: X

OBSERVER: Amaury Jr.

WEATHER: Clear

REMARKS: _____

GPS COORDINATES

Latitude	Longitude
00° 00.000' N	000° 00.000' W

FORM COMPLETED BY: Santiago

DATE: 12/15/2016

Ontario Avenue

SB Street Name

	08:00-09:00					14:15-15:00	15:00-15:15				Total
	0					0	0				0
	8					2	2				12
	8					2	2				12



Total

08:00-09:00	0	4	4
14:15-15:00	0	0	0
15:00-15:15	0	2	2
Total	0	6	6

E Pershing Avenue

EB Street Name

E Pershing Avenue

WB Street Name

Total

08:00-09:00	2	0	2
14:15-15:00	1	0	1
15:00-15:15	2	0	2
Total	5	0	5

Total

	08:00-09:00					14:15-15:00	15:00-15:15				Total
	1					0	4				5
	0					0	0				0
	1					0	4				5

E Pershing Avenue

NB Street Name

BICYCLES MOVEMENT SUMMARY

CODE / STATION NO.: 3

CITY: Orlando

COUNTY: Orange

NORTH / SOUTH: Pershing Elementary School West Drwy. INTERSECTING ROUTE: E Pershing Avenue

MILEPOST: X

OBSERVER: Amaury Jr.

WEATHER: Clear

REMARKS: _____

GPS COORDINATES

Latitude	Longitude
00°00.000' N	000°00.000' W

FORM COMPLETED BY: Santiago

DATE: 12/15/2016

Ontario Avenue

SB Street Name

	08:00-09:00							14:15-15:00	15:00-15:15				Total
	0							0	0				0
	0							0	0				0
	0							0	0				0



Total

08:00-09:00	0	0	0
14:15-15:00	0	1	1
15:00-15:15	0	0	0
Total	0	1	1

E Pershing Avenue

EB Street Name

E Pershing Avenue

WB Street Name

Total

08:00-09:00	0	0	0
14:15-15:00	0	0	0
15:00-15:15	3	0	3
Total	3	0	3

Total

	08:00-09:00							14:15-15:00	15:00-15:15				Total
	0							0	1				1
	0							0	0				0
	0							0	1				1

E Pershing Avenue

NB Street Name



Accurate Traffic Counts, Inc.

798 Executive Drive, Suite A
Oviedo, Florida 32765

info@accuratetraffic.com

Station: 004 File Name : Sta 004_E Pershing Av at Pershing Elementary School-East Driveway
 Counted by: Elaine Site Code : 00045705
 Weather: Clear Start Date : 12/15/2016
 Location: E Pershing Av at Pershing Elementary School Page No : 1

Groups Printed- General Traffic

Start Time	One Story House Driveway Southbound				E Pershing Avenue Westbound				Pershing Elementary School East Driveway Northbound				E Pershing Avenue Eastbound				Int. Total
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	
08:00	0	0	1	1	0	69	0	69	3	0	0	3	0	37	0	37	110
08:15	0	0	0	0	0	90	0	90	5	0	4	9	0	47	0	47	146
08:30	0	0	0	0	0	90	0	90	17	0	13	30	0	61	0	61	181
08:45	0	0	0	0	0	74	0	74	3	0	6	9	0	34	0	34	117
Total	0	0	1	1	0	323	0	323	28	0	23	51	0	179	0	179	554

*** BREAK ***

14:15	0	0	0	0	0	44	0	44	4	0	4	8	0	61	0	61	113
14:30	0	0	0	0	0	57	0	57	7	0	4	11	0	75	0	75	143
14:45	0	0	0	0	0	57	0	57	5	0	11	16	0	73	0	73	146
Total	0	0	0	0	0	158	0	158	16	0	19	35	0	209	0	209	402
15:00	0	0	0	0	0	43	0	43	22	0	7	29	0	70	0	70	142
Grand Total	0	0	1	1	0	524	0	524	66	0	49	115	0	458	0	458	1098
Apprch %	0	0	100		0	100	0		57.4	0	42.6		0	100	0		
Total %	0	0	0.1	0.1	0	47.7	0	47.7	6	0	4.5	10.5	0	41.7	0	41.7	



Accurate Traffic Counts, Inc.

798 Executive Drive, Suite A

Oviedo, Florida 32765

info@accuratetraffic.com

Station: 004

File Name : Sta 004_E Pershing Av at Pershing Elementary School-East Driveway

Counted by: Elaine

Site Code : 00045705

Weather: Clear

Start Date : 12/15/2016

Location: E Pershing Av at Pershing Elementary School

Page No : 1

Groups Printed- School Bus

Start Time	One Story House Driveway Southbound				E Pershing Avenue Westbound				Pershing Elementary School East Driveway Northbound				E Pershing Avenue Eastbound				Int. Total
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	
08:00	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	1
08:15	0	0	0	0	0	0	0	0	1	0	1	2	0	0	0	0	2
*** BREAK ***																	
Total	0	0	0	0	0	0	0	0	2	0	1	3	0	0	0	0	3
*** BREAK ***																	
14:30	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	4	4
14:45	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	1
Total	0	0	0	0	0	0	0	0	1	0	0	1	0	4	0	4	5
15:00	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	1
Grand Total	0	0	0	0	0	0	0	0	3	0	2	5	0	4	0	4	9
Apprch %	0	0	0	0	0	0	0	0	60	0	40		0	100	0		
Total %	0	0	0	0	0	0	0	0	33.3	0	22.2	55.6	0	44.4	0	44.4	

PEDESTRIANS MOVEMENT SUMMARY

CODE / STATION NO.: 4

CITY: Orlando

COUNTY: Orange

NORTH / SOUTH: Pershing Elementary School East Drwy. INTERSECTING ROUTE: E Pershing Avenue

MILEPOST: X

OBSERVER: Elaine

WEATHER: Clear

REMARKS: _____

GPS COORDINATES

Latitude	Longitude
00° 00.000' N	000° 00.000' W

FORM COMPLETED BY: Santiago

DATE: 12/15/2016

One Story House Driveway

SB Street Name

	08:00-09:00						14:15-15:00	15:00-15:15				Total
	0						0	0				0
	8						2	2				12
	8						2	2				12



E Pershing Avenue

EB Street Name

E Pershing Avenue

WB Street Name

			Total
08:00-09:00	0	4	4
14:15-15:00	0	0	0
15:00-15:15	0	2	2
Total	0	6	6

			Total
08:00-09:00	2	0	2
14:15-15:00	1	0	1
15:00-15:15	2	0	2
Total	5	0	5

	08:00-09:00						14:15-15:00	15:00-15:15				Total
	1						0	4				5
	0						0	0				0
	1						0	4				5

Pershing Elementary School - East Driveway

NB Street Name

BICYCLES MOVEMENT SUMMARY

CODE / STATION NO.: 4

CITY: Orlando

COUNTY: Orange

NORTH / SOUTH: Pershing Elementary School East Drwy. INTERSECTING ROUTE: E Pershing Avenue

MILEPOST: X

OBSERVER: Elaine

WEATHER: Clear

REMARKS: _____

GPS COORDINATES

Latitude	Longitude
00° 00.000' N	000° 00.000' W

FORM COMPLETED BY: Santiago

DATE: 12/15/2016

One Story House Driveway

SB Street Name

	08:00-09:00					14:15-15:00	15:00-15:15				Total
	0					0	2				2
	5					0	2				7
	5					0	4				9



E Pershing Avenue

EB Street Name

E Pershing Avenue

WB Street Name

			Total
08:00-09:00	0	0	0
14:15-15:00	0	0	0
15:00-15:15	0	0	0
Total	0	0	0

			Total
08:00-09:00	5	0	5
14:15-15:00	0	0	0
15:00-15:15	1	3	4
Total	6	3	9

	08:00-09:00					14:15-15:00	15:00-15:15				Total
	0					0	1				1
	0					0	0				0
	0					0	1				1

Pershing Elementary School - East Driveway

NB Street Name



Accurate Traffic Counts, Inc.

798 Executive Drive, Suite A
Oviedo, Florida 32765

info@accuratetraffic.com

Station: 001
Counted by: Santiago
Weather: Clear
Location: March Ave at Overlake Av

File Name : Sta 001_March Av at Overlake Av
Site Code : 00011891
Start Date : 12/15/2016
Page No : 1

Groups Printed- General Traffic

Start Time	March Avenue Southbound				Overlake Avenue Westbound				One Story House Driveway Northbound				Overlake Avenue Eastbound				Int. Total
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	
08:00	17	0	1	18	0	23	17	40	0	0	0	0	0	19	0	19	77
08:15	20	0	3	23	0	15	14	29	0	0	0	0	1	11	0	12	64
08:30	27	0	3	30	0	13	29	42	0	0	0	0	2	13	0	15	87
08:45	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	1
Total	64	0	8	72	0	51	60	111	0	0	0	0	3	43	0	46	229

*** BREAK ***

14:15	0	0	2	2	0	0	0	0	0	0	0	0	0	2	0	2	4
14:30	1	0	0	1	0	1	0	1	0	0	0	0	0	0	0	0	2
14:45	8	0	2	10	0	1	3	4	0	0	0	0	3	7	0	10	24
Total	9	0	4	13	0	2	3	5	0	0	0	0	3	9	0	12	30
15:00	10	0	1	11	0	23	23	46	0	0	0	0	2	14	0	16	73
Grand Total	83	0	13	96	0	76	86	162	0	0	0	0	8	66	0	74	332
Apprch %	86.5	0	13.5		0	46.9	53.1		0	0	0		10.8	89.2	0		
Total %	25	0	3.9	28.9	0	22.9	25.9	48.8	0	0	0	0	2.4	19.9	0	22.3	



Accurate Traffic Counts, Inc.

798 Executive Drive, Suite A
 Oviedo, Florida 32765

info@accuratetraffic.com

Station: 001
 Counted by: Santiago
 Weather: Clear
 Location: March Ave at Overlake Av

File Name : Sta 001_March Av at Overlake Av
 Site Code : 00011891
 Start Date : 12/15/2016
 Page No : 1

Groups Printed- School Bus

Start Time	March Avenue Southbound				Overlake Avenue Westbound				One Story House Driveway Northbound				Overlake Avenue Eastbound				Int. Total
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	
*** BREAK ***																	
Grand Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Apprch %	0	0	0		0	0	0		0	0	0		0	0	0		
Total %																	

ORANGE COUNTY, FLORIDA

PEDESTRIANS MOVEMENT SUMMARY

CODE / STATION NO.: 1
 NORTH / SOUTH: March Avenue
 OBSERVER: Santiago
 WEATHER: Clear
 REMARKS: _____

CITY: Orlando
 INTERSECTING ROUTE: Overlake Avenue

COUNTY: Orange
 MILEPOST: X

FORM COMPLETED BY: Santiago

DATE: 12/15/2016

GPS COORDINATES

Latitude	Longitude
00° 00.000' N	000° 00.000' W

March Avenue

SB Street Name

	08:00-09:00						14:15-15:00	15:00-15:15				Total
	1						0	0				1
	0						0	2				2
	1						0	2				3



Total

08:00-09:00	0	0	0
14:15-15:00	0	0	0
15:00-15:15	0	1	1
Total	0	1	1

Overlake Avenue

EB Street Name

Overlake Avenue

WB Street Name

Total

08:00-09:00	0	0	0
14:15-15:00	0	0	0
15:00-15:15	1	0	1
Total	1	0	1

Total

	08:00-09:00						14:15-15:00	15:00-15:15				Total
	0						0	0				0
	0						0	0				0
	0						0	0				0

One Story House Driveway

NB Street Name

BICYCLES MOVEMENT SUMMARY

CODE / STATION NO.: 1
 NORTH / SOUTH: March Avenue
 OBSERVER: Santiago
 WEATHER: Clear
 REMARKS: _____

CITY: Orlando
 INTERSECTING ROUTE: Overlake Avenue

COUNTY: Orange
 MILEPOST: X

FORM COMPLETED BY: Santiago

DATE: 12/15/2016

GPS COORDINATES

Latitude	Longitude
00°00.000' N	000°00.000' W

March Avenue

SB Street Name

	08:00-09:00							14:15-15:00	15:00-15:15				Total
	0							0	0				0
	0							0	0				0
	0							0	0				0



Total

08:00-09:00	0	0	0
14:15-15:00	0	0	0
15:00-15:15	0	0	0
Total	0	0	0

Overlake Avenue

EB Street Name

Overlake Avenue

WB Street Name

Total

08:00-09:00	0	0	0
14:15-15:00	0	0	0
15:00-15:15	0	0	0
Total	0	0	0

Total

	08:00-09:00							14:15-15:00	15:00-15:15				Total
	0							0	0				0
	0							0	0				0
	0							0	0				0

One Story House Driveway

NB Street Name



Accurate Traffic Counts, Inc.

798 Executive Drive, Suite A
Oviedo, Florida 32765

info@accuratetraffic.com

Station: 002
Counted by: Gerardo
Weather: Clear
Location: E Pershing Av at March Av

File Name : sta 002_e pershing av at march av
Site Code : 00202127
Start Date : 12/15/2016
Page No : 1

Groups Printed- General Traffic

Start Time	March Avenue Southbound				E Pershing Avenue Westbound				March Avenue Northbound				E Pershing Avenue Eastbound				Int. Total
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	
08:00	1	0	0	1	15	56	1	72	1	0	16	17	0	35	1	36	126
08:15	2	0	1	3	23	78	1	102	0	0	15	15	0	32	0	32	152
08:30	4	1	1	6	23	84	0	107	2	1	28	31	0	44	3	47	191
08:45	3	0	0	3	1	72	3	76	0	0	1	1	0	28	1	29	109
Total	10	1	2	13	62	290	5	357	3	1	60	64	0	139	5	144	578
*** BREAK ***																	
14:15	2	0	1	3	4	43	0	47	0	0	0	0	0	62	0	62	112
14:30	1	0	0	1	4	58	2	64	1	0	1	2	0	75	0	75	142
14:45	2	0	0	2	9	50	1	60	1	1	6	8	1	71	3	75	145
Total	5	0	1	6	17	151	3	171	2	1	7	10	1	208	3	212	399
15:00	1	0	0	1	9	45	4	58	2	0	27	29	0	52	2	54	142
Grand Total	16	1	3	20	88	486	12	586	7	2	94	103	1	399	10	410	1119
Apprch %	80	5	15		15	82.9	2		6.8	1.9	91.3		0.2	97.3	2.4		
Total %	1.4	0.1	0.3	1.8	7.9	43.4	1.1	52.4	0.6	0.2	8.4	9.2	0.1	35.7	0.9	36.6	



Accurate Traffic Counts, Inc.

798 Executive Drive, Suite A
Oviedo, Florida 32765

info@accuratetraffic.com

Station: 002
Counted by: Gerardo
Weather: Clear
Location: E Pershing Av at March Av

File Name : sta 002_e pershing av at march av
Site Code : 00202127
Start Date : 12/15/2016
Page No : 1

Groups Printed- School Bus

Start Time	March Avenue Southbound				E Pershing Avenue Westbound				March Avenue Northbound				E Pershing Avenue Eastbound				Int. Total
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	
*** BREAK ***																	
08:15	0	0	0	0	0	2	0	2	0	0	0	0	0	2	0	2	4
*** BREAK ***																	
08:45	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	1
Total	0	0	0	0	0	2	0	2	0	0	0	0	0	3	0	3	5
*** BREAK ***																	
14:30	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	4	4
14:45	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	1
Total	0	0	0	0	0	1	0	1	0	0	0	0	0	4	0	4	5
15:00	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	1
Grand Total	0	0	0	0	0	4	0	4	0	0	0	0	0	7	0	7	11
Apprch %	0	0	0		0	100	0		0	0	0		0	100	0		
Total %	0	0	0		0	36.4	0	36.4	0	0	0		0	63.6	0	63.6	

PEDESTRIANS MOVEMENT SUMMARY

CODE / STATION NO.: 2
 NORTH / SOUTH: March Avenue
 OBSERVER: Gerardo
 WEATHER: Clear
 REMARKS: _____

CITY: Orlando
 INTERSECTING ROUTE: E Pershing Avenue

COUNTY: Orange
 MILEPOST: X

FORM COMPLETED BY: Santiago

DATE: 12/15/2016

GPS COORDINATES

Latitude	Longitude
00°00.000' N	000°00.000' W

March Avenue

SB Street Name

	08:00-09:00						14:15-15:00	15:00-15:15				Total
	1						3	2				6
	2						1	2				5
	3						4	4				11



Total

08:00-09:00	0	1	1
14:15-15:00	0	0	0
15:00-15:15	0	1	1
Total	0	2	2

E Pershing Avenue

EB Street Name

E Pershing Avenue

WB Street Name

Total

08:00-09:00	0	0	0
14:15-15:00	0	0	0
15:00-15:15	1	0	1
Total	1	0	1

Total

	08:00-09:00						14:15-15:00	15:00-15:15				Total
	1						0	0				1
	0						0	0				0
	1						0	0				1

March Avenue

NB Street Name

BICYCLES MOVEMENT SUMMARY

CODE / STATION NO.: 2
 NORTH / SOUTH: March Avenue
 OBSERVER: Gerardo
 WEATHER: Clear
 REMARKS: _____

CITY: Orlando
 INTERSECTING ROUTE: E Pershing Avenue

COUNTY: Orange
 MILEPOST: X

FORM COMPLETED BY: Santiago

DATE: 12/15/2016

GPS COORDINATES

Latitude	Longitude
00° 00.000' N	000° 00.000' W

March Avenue

SB Street Name

	08:00-09:00					14:15-15:00	15:00-15:15				Total
	0					2	0				2
	0					0	2				2
	0					2	2				4



Total

08:00-09:00	0	0	0
14:15-15:00	1	0	1
15:00-15:15	0	1	1
Total	1	1	2

E Pershing Avenue

EB Street Name

E Pershing Avenue

WB Street Name

Total

08:00-09:00	0	0	0
14:15-15:00	0	0	0
15:00-15:15	1	0	1
Total	1	0	1

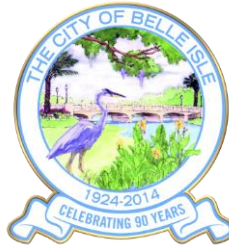
Total

	08:00-09:00					14:15-15:00	15:00-15:15				Total
	0					0	0				0
	0					0	0				0
	0					0	0				0

March Avenue

NB Street Name

CITY OF BELLE ISLE



Proclamation

Declaring May 2017

Neurofibromatosis (NF) Awareness Month

- Whereas,** NF causes tumors to grow on nerves anywhere in the body, bone and skin tumors, bone deformities such as spinal scoliosis; leg bowing or twisting, café au lait spots on the skin, deafness, blindness; learning disabilities; debilitating pain, heart defects, malignancies, and even death; and
- Whereas,** NF is a genetically-determined disorder which affects more than 2 million people worldwide; this makes NF more prevalent than cystic fibrosis, Duchenne muscular dystrophy, and Huntington's Disease combined; and
- Whereas,** NF is the most common neurological disorder caused by a single gene, is global in distribution, affects both sexes equally and has no particular racial or ethnic distribution. Therefore, NF can appear in any family; and
- Whereas,** While over 125,000 Americans are afflicted with NF and one of every 3,000 newborns will be born with the disorder, NF's devastating effects and the need for funding for research to prevent, treat and cure NF it still is relatively unknown to the public;
- Whereas,** The Children's Tumor Foundation (www.ctf.org, 800-323-7938) leads the efforts to fund critical research aimed at finding the causes of the disorder and developing treatments and a cure, and to provide support to people and families affected by NF; and
- Whereas,** NF research benefits an additional 100 million Americans (i.e. 65 million with cancer and 35 million with learning disabilities); and
- Whereas,** The Children's Tumor Foundation is observing May as National Neurofibromatosis (NF) Awareness Month to inform the public about this common genetic disorder;

Now Therefore, I, Lydia Pisano, Mayor, in recognition of this important initiative, do hereby proclaim the month of May, 2017 as

"Neurofibromatosis Awareness Month"

In the City of Belle Isle, and urge our citizens to join the Children's Tumor Foundation's effort to increase awareness of the importance of finding a treatment and a cure to NF.

Attest _____

Yolanda Quiceno, City Clerk

Mayor Lydia Pisano

CITY OF BELLE ISLE



Proclamation

Declaring “May 12th as FIBROMYALGIA (FM), MYALGIC ENCEPHALOMYELITIS (ME)/CHRONIC FATIGUE SYNDROME (CFS) AND MULTIPLE CHEMICAL SENSITIVITY (MCS) AWARENESS DAY”;
and
the month of May as “FIBROMYALGIA, MYALGIC ENCEPHALOMYELITIS/ CHRONIC FATIGUE SYNDROME AND MULTIPLE CHEMICAL SENSITIVITY AWARENESS MONTH”

- WHEREAS millions of people in the United States and millions of people worldwide have been diagnosed with Fibromyalgia a Central nervous System disorder, Myalgic Encephalomyelitis /Chronic Fatigue Syndrome a continued tiredness disorder, and Multiple Chemical Sensitivity a chronic medical condition described as severe sensitivity or allergy like reaction to many different kinds of pollutants both chemical and non-chemical, illnesses for which there is no known cause or cure and are socially invisible and chronic incapacitating.
- WHEREAS patients with this illnesses often have to learn to live with the many symptoms that are often devastating and debilitating as wide spread pain throughout their bodies, extreme fatigue, sleep disorders, migraine, headaches, stiffness and weakness, impairment of memory and multiple immune system problems
- WHEREAS it take years to receive a diagnosis for these illnesses because of the difficulty in correctly identifying these diseases
- WHEREAS Fundación Mayo 12 Inc. and the National Fibromyalgia & Chronic Pain Association have joined together to promote awareness and support including improved education, diagnosis, research and treatment and urging their supporters, healthcare providers, government, media , the community and the general public to support people who struggle with the challenges of chronic pain disorder.
- WHEREAS increased awareness and expanded knowledge of the realities of life with Fibromyalgia, Chronic Fatigue Syndrome/Myalgic Encephalomyelitis and Multiple Chemical Sensitivity will allow the community at large to better support people who struggle with the challenges of this chronic an socially invisible illnesses and the community's focus on these conditions and their impact on patients 'lives will help guarantee hope for a better future for patients

Now Therefore, I, Lydia Pisano, Mayor, in recognition of this important initiative, do hereby proclaim May 12th as FIBROMYALGIA (FM), MYALGIC ENCEPHALOMYELITIS (ME)/CHRONIC FATIGUE SYNDROME (CFS) AND MULTIPLE CHEMICAL SENSITIVITY (MCS) AWARENESS DAY”; and the month of May, 2017 as **“FIBROMYALGIA, MYALGIC ENCEPHALOMYELITIS/ CHRONIC FATIGUE SYNDROME AND MULTIPLE CHEMICAL SENSITIVITY AWARENESS MONTH”** across the City of Belle Isle, and I urge all citizens to support the search for a cure and assist those individuals and families who deal with this devastating illness on a daily basis.

Attest _____

Yolanda Quiceno, City Clerk

Mayor Lydia Pisano



city council minutes

AGENDA February 21, 2017 * 6:30 p.m. City Council Regular Session

The Belle Isle City Council met in a City Council Regular Session on February 21, 2017 at 6:30 p.m. at the City Hall Chambers located at 1600 Nela Avenue, Belle Isle, FL 32809.

Present was:

Mayor Pisano
Vice Mayor Readey
Commissioner Gold
Commissioner Carugno
Commissioner Weinsier
Commissioner Lance
Commissioner Mosse
Commissioner Nielsen

Absent was:

Attorney Kruppenbacher

Also present was Attorney Callan, Interim City Manager April Fisher, Chief Houston and City Clerk Yolanda Quiceno. Meeting audio is available on the City's website and at City Hall.

CALL TO ORDER

Mayor Pisano called the meeting to order at 6:35pm. Comm Lance gave the invocation and led the pledge to the flag.

CONSENT ITEMS

- a) Proclamation designating March as Problem Gambling Awareness Month
- b) Commending the Florida Association of City Clerks for its 45th Anniversary

**Comm Gold moved to approve consent agenda items as presented.
Comm Weinsier seconded the motion which was passed unanimously.**

CITIZEN COMMENTS

Mayor Pisano opened for public comment.

Steve Upp residing at 5413 Pasadena Drive said he was surprised that the Venetian Boat Ramp was not on the agenda. He shared his concerns on the discussions of the last meeting regarding the activities at the boat ramp and stated that he does not believe the activities presented at the last meeting were accurate. He said the ramp is enjoyed by the whole neighborhood and would hate to see that access restricted.

There being no further public comment, Mayor Pisano closed citizen comments.

RESOLUTION NO. 17-05

A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA AMENDING THE FISCAL YEAR 2016-2017 ANNUAL BUDGET TO ACCOUNT FOR SPECIAL EVENTS REVENUE RECEIVED AND INCREASE CORRESPONDING EXPENDITURES; AND PROVIDING AN EFFECTIVE DATE.

Mayor Pisano said the Resolution will amend the budget to include sponsorships for past City events and will replenish the funds used in the special events fund.

Comm Mosse moved to approve Resolution No. 17-05 as presented.

Comm Lance seconded the motion for discussion.

Comm Lance asked if Council will be able to receive a report on each event to see the expenditures.

After discussion, Resolution 17-05 was unanimously approved.

ORDINANCE 17-01 SECOND READING AND ADOPTION

AN ORDINANCE BY THE CITY OF BELLE ISLE, FL AMENDING THE CITY OF BELLE ISLE CODE OF ORDINANCES TO REPEAL ORDINANCE 78-17 and ORDINANCE 15-04; TO ADOPT A NEW FLOOD DAMAGE PREVENTION ORDINANCE; TO ADOPT FLOOD HAZARD MAPS, TO DESIGNATE A FLOODPLAIN ADMINISTRATOR, TO ADOPT PROCEDURES AND CRITERIA FOR DEVELOPMENT IN FLOOD HAZARD AREAS, TO ADOPT TECHNICAL AMENDMENTS TO THE FLORIDA BUILDING CODE, AND FOR OTHER PURPOSES; PROVIDING FOR APPLICABILITY; REPEALER; SEVERABILITY; AND AN EFFECTIVE DATE.

Comm Lance moved to adopted Ordinance 17-01 as presented.

Comm Nielsen seconded the motion which passed 7:0 upon roll call,

Vice Mayor Readey	aye
Commissioner Gold	aye
Commissioner Carugno	aye
Commissioner Weinsier	aye
Commissioner Lance	aye
Commissioner Mosse	aye
Commissioner Nielsen	aye

ATTORNEY'S REPORT

Attorney Callan presented a draft copy of a Resident Guide that provides a summary of what are the City management roles, contact information and code of civility. He stated that the City's intent is to provide this document to the citizens and asked that Council review and give corrections to the City Attorney or City Clerk before finalizing. Comm Lance asked if the Attorney can provide Council a document, with great specificity, which covers the responsibilities and roles of the Council, Mayor, City Manager and City Clerk's. Attorney Callan stated that the Charter can be found on Municode with a link on the City's website. Attorney Callan said he will discuss the concern with the City Attorney.

City Manager Interview Process

Attorney Callan addressed the City Manager interviews completed last week pursuant to Councils previous direction. The City Manager selection is appointed by the City Council and does not require a notice of public hearing. The selection is a legislative act such that the exparte communication clause does not apply.

Attorney Callan stated that Council has the same options moving forward,

- Select one of the two candidates;
- Delay the process;
- Not select either one;
- Reopen the process and start over again, allowing the two applicants to reapply.

Comm Lance motioned, as a Resolution, to accept Robert Francis as the City Manager and negotiate a contract as far as his employment and a moving contract.

Comm Weinsier seconded the motion.

Mayor opened for Council discussion.

Comm Weinsier amended the motion to negotiate a primary contract with Mr. Francis and a back up for Mr. Kennedy. Comm Lance did not accept the amendment.

Comm Carugno shared his concerns and stated that he would like to start the process over.

Mayor Pisano spoke and said the residents believe the system is flawed and she personally sees that they are not a fit for the City and would like to start the process over again. She spoke of the ICMA designation and the alleged sunshine law violation.

Comm Mosse shared his concern and said the City should restart the process and hire a head hunter to lead the process.

Comm Lance disagreed and spoke of the initial process and said the City will need to move forward. He believes Mr. Francis is a good fit and will do a good job. If Mr. Francis is not the right person we will have a 90 day probation period to make a decision. He further added that he had no one call or email him opposing either candidate. Mayor Pisano said Comm Lance inadvertently mentioned how the process was flawed and should start over. Comm Lance respectfully disagreed to start the process over. Discussion ensued.

Comm Nielsen said she agrees with Comm Lance and states that this decision is a Council decision only; she is 100% in support of offering Mr. Francis a contract. She would like to negotiate a moving contract with a caveat if he leaves before a certain period he will have to repay the cost.

Comm Carugno shared his concerns and said he would like to start the process over.

Comm Gold shared his concerns and said he would not like to start the process over, but open up the process for 14 days due to the current public trust issue.

Comm Readey said the City has to get the job done. The Interim City Manager has already given her resignation. The City does not have time to do it over and either candidate will work fine. He further added that he has not received one single call to the negative.

Mayor Pisano opened for public comment.

- Holly Bobrowski residing at 2400 Hoffner shared her concerns and asked that the City reopen the selection process for a few weeks before making a decision.
- Pam Carter residing at ~~5901 Oak Island~~ [5901 Cove Drive](#) said she is in agreement with Comm Gold and would like to reopen the process.
- Richard Weinsier residing at 6824 Seminole Drive said he feels that residents are getting their information from other sources rather than attending the meetings to better understand what the City is trying to get done. If the process is restarted it can take another year. He agrees with Comm Lance and does not believe the process should be reopened but should be continued with the two candidates.
- Eric Spaulding, Belle Isle resident, said he agrees that they are two excellent candidates however would like to reopen the application process for another 30 days.
- Dina Goodenow residing at 6416 Gibson Drive is in favor of continuing the process and moving forward.

Mayor Pisano said, for the record, the process needs to be reopened for another 2-3 weeks and would feel better that the City made a good decision.

Comm Carugno stated that the process for selecting a city manager should be restarted as he was appointed well into the selection process. Comm Carugno shared his concerns on the sunshine law violation and an alleged tainted process. Comm Carugno made a motion to reopen the application process. The motion was null because there is currently a motion on the floor.

Mayor Pisano called for a roll call on Comm Lance's motion to hire Robert Francis as the City Manager.

Comm Nielsen	aye
Comm Mosse	nay
Comm Lance	aye
Comm Weinsier	aye
Vice Mayor Readey	aye
Comm Carugno	nay
Comm Gold	nay

Attorney Callan stated that Council should designate a Council member to negotiate the contract with Attorney Kruppenbacher.

Comm Weinsier motioned to have Comm Lance negotiate the contract.

Comm Nielsen seconded the motion.

After reviewing the Charter, Attorney Callan said he may have -misspoke. ~~an~~ He corrected his statement and said said Attorney Kruppenbacher has advised the Board previously that the Mayor will negotiate the contract with the City Attorney and bring back to City Council. Discussion ensued. Motion was not passed.

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In response to Comm Carugno's comment, Comm Lance said he understands his concern. Comm Lance stated the money the City has lost just in grants alone is tremendous; and Mr. Francis is very strong with grants. As an example, Comm Lance reported that he is currently under contract to purchase a new home in District 5 within the next 90 days and there may be the possibility that he may need to resign from his seat. If he resigns, the process would have to be restarted again once a new commissioner is appointed because he would have not seen the previous applications. Comm Lance stated that Attorney Kruppenbacher is aware of his possible situation and will provide an update.

Comm Nielsen spoke briefly about the City being a Council/Manager form of government and not a strong Mayor form of government.

Comm Gold motioned for a subsequent vote to have a unanimous approval.

Comm Lance motioned to reconsider the vote.

After discussion, Attorney Callan clarified the motion requested by Comm Lance as follows to reconsider the previous vote to allow the commission to vote again; to place the qualifying language to authorize the Mayor and Attorney to negotiate with Mr. Francis, first and if not able to reach an acceptable agreement then they are authorized to present and negotiate with Mr. Kennedy, second and bring back to Council for approval at the next Council meeting. Discussion ensued.

Comm Lance was not in agreement with the clarification and said he will restate his motion.

Comm Lance restated his motion and said if the City cannot negotiate a contract with Mr. Francis; the City will restart the process. He further motioned to authorize the Mayor and the City Attorney to negotiate the contract and to bring back for Council approval.

Comm Gold seconded the motion which passed 7:0 upon roll call,

Nielsen	aye
Mosse	aye
Lance	aye
Weinsier	aye
Readey	aye
Carugno	aye
Gold	aye

CITY MANAGER'S REPORT

Major Projects Update

April Fisher provided an update project list identifying the major projects in the City. She stated that here are a few items that are still open and will be coming before Council for approval at a following meeting.

The Tree Board is kicking off and some of the Board members are asking if they can have a city email account on the new Google system. The Gmail will cost \$10.00 monthly/per person and will require Council approval.

Ms. Fisher gave an update on the email transition and stated that the IT Consultant will be able to perform the transfer. During the 3-5 month transition phase of existing accounts from COBI will take about 4-5 hours totaling approximately \$500. In addition, exporting all emails from COBI email to the new Gmail accounts will be approximately \$1,000-\$2,000 based on the size of the data in all accounts. The IT Consultant said that he can provide a formal quote for discussion and approval at the next Council meeting,

Comm Weinsier said Council has already motioned to move forward to the Gmail system. Our old system is aging every day. If we choose to discard the work already done on the Gmail system we will need to have a full update on our current 15 year old system. Once the items are transferred over to the Gmail system it will be the most cost effective and appropriate way to manage our IT system. It will not be an immediate change, it will link the systems within a 3-month phase and access to all emails will be on the new Gmail system.

Comm Weinsier made a motion to get a hard cost on making these changes and approve the cost based on the improvements discussed.

Comm Lance seconded for discussion.

Comm Lance asked how much it will cost to update the old 15-year old system. Comm Weinsier said there will be an updating cost on hardware and software. We are currently working on a 2007 operating system and the spam system does not work. The one time transferring cost will be much lower than updating the current system.

Mayor Pisano recommended waiting for the start of the City Manager to move forward with the transferring of the email accounts. Comm Weinsier said there is no reason to wait for the hiring of a City Manager. The decision has already been motioned by Council and the Gmail accounts are already set up. This is the final decision to approve the cost and start the transitioning phase. Discussion ensued.

Attorney Callan recommended, from a procedural standpoint, that the item should be re noticed as an agenda item because it will be approved as a Resolution.

Comm Lance rescinded his second.

April Fisher announced that the Police Department has installed an AED machine at City Hall.

MAYOR'S REPORT

- Mayor Pisano said some residents are asking if the Candidates would like to have a Candidate Forum. Both candidates were in attendance and agreed to the Forum.
- Mayor Pisano acknowledged Chief Houston for the Police Officer's visibility on Hoffner and throughout the City. She further noted that there is a huge epidemic of heroin overdoses in Orange County and in the City. The Chief is working in conjunction with the Orange County Medical Examiner's Office to purchase Narcan to save lives.

COUNCIL REPORTS

District 7 – Comm Nielsen

- Comm Nielsen reported that some of the house numbers in the City are not visible and can cause a safety issue. She would like the City to have code enforcement research further.
- She would like the City to think about starting a citizen advisory committee, specifically for special events. Comm Nielsen asked if the Tree Board will be involved with the Arbor Day Celebration. Mayor Pisano said she is working on the dumpsters and food sponsors and would welcome volunteers. Comm Nielsen asked for an Attorney opinion on establishing sponsorship/donation policy for City events.

District 4 – Comm Lance

- Comm Lance asked if the Tree Board will be able to have evening meetings to accommodate all members. Holly Bobrowski, Tree Board member said the Board will discuss the schedule at the upcoming meeting.
- Announced the upcoming Pioneer Days Festival at Cypress Grove Park on Saturday/Sunday. He also announced the upcoming Cornerstone Charter production of Hairspray.
- Comm Lance asked, in regards to public requests, can a person obtain a list of emails from the City to be used for personal or political gain. Attorney Callan said yes, it is generally open, except if it is exempt from public record.

District 3 – Comm Weinsier

- Comm Weinsier motioned that the City ask for a formal quote so that Council can make a decision to move forward. Comm Lance seconded the motion, which was unanimously approved.
In regards to providing email accounts for Tree Board members, he suggests it be discussed once the IT quote is approved.
- Comm Weinsier asked for an agenda item to **schedule a Charter Revision discussion** at the next meeting.

District 5 – Comm Readey

- Comm Readey reported that the center strip on Nela Avenue may need to be painted soon.

District 2 – Comm Carugno

- Comm Carugno reported that the lights on the Nela Bridge need to be readjusted. He further added that the maintenance of the bridge also needs to be addressed.

District 1 – Comm Gold

- Comm Gold asked if the City will be meeting with the residents of Lake Conway Shores regarding the waste water repairs. April Fisher said the City received feedback from two residents. She met with the engineer and the two property owners. After the meeting, FEG has agreed to revise the engineered plans to address those residents concerns.

ADJOURNMENT

There being no further business, Mayor Pisano called for a motion to adjourn, unanimously approved at 8:10 p.m.

Yolanda Quiceno
CMC-City Clerk



city council minutes

AGENDA March 21, 2017 * 6:30 p.m. City Council Regular Session

The Belle Isle City Council met in a City Council Regular Session on March 21, 2017 at 6:30 p.m. at the City Hall Chambers located at 1600 Nela Avenue, Belle Isle, FL 32809.

Present:

Mayor Pisano
Vice Mayor Readey
Commissioner Gold
Commissioner Carugno
Commissioner Weinsier
Commissioner Lance
Commissioner Mosse
Commissioner Nielsen

Absent:

Attorney Kruppenbacher

Also present; Attorney Callan, Interim City Manager April Fisher, Lt. Grimm and City Clerk Yolanda Quiceno. Meeting audio is available on the City's website and at City Hall.

CALL TO ORDER

Mayor Pisano called the meeting to order at 6:30pm. Comm Mosse gave the invocation and led the pledge to the flag.

CONSENT ITEMS

- a) Approval of the City Council Regular Session minutes – February 21, 2017
- b) Approval of the City Council Regular Session minutes – March 7, 2017

Comm Carugno motioned to pull item a: February 21, 2017 minutes for discussion.

Comm Lance seconded the motion.

Comm Carugno motioned that the City Clerk revisits the meeting audio and verify that the change to the section on page 4 of the revised minutes is correct.

Comm Lance seconded the motion, which passed unanimously.

Comm Lance motioned to pull item b: March 7, 2017 minutes for discussion.

Comm Weinsier seconded the motion.

Mayor Pisano requested the following correction to the March 7, 2017 minutes as follows,

Page 7 reads, "Mayor Pisano stated that the City has budgeted \$70,000 for Bing Grants and it was never decided if the installation of city approved applicants allocation will be by district or on first-come, first-serve. She has been notified of two communities in need of some funds to improve their communities."

Page 7 should read, "Mayor Pisano stated that the City has budgeted \$70,000 for Bing Grants and it was never decided how it will be ~~installation of city approved applicants~~ allocated if by district or on first-come, first-serve. She has been notified of two communities in need of some funds to improve their communities."

Attorney Callan asked, for the record, if the motion as written on the Boat Dock ordinance is correct. Comm Lance stated that the minutes are correct. Discussion ensued.

Vice Mayor Readey motioned to accept the changes as discussed.

Comm Nielsen seconded the motion, which passed unanimously.

Mayor Pisano presented and read a proclamation declaring March 21, 2017 as World Down Syndrome Day.

CITIZEN COMMENTS

Mayor Pisano opened for public comment.

1. Charles Griffin residing at 2906 Trentwood shared his concerns on the safety hazards due to the increase in traffic, specifically due to the Mattamy Homes development. He supports any plan to implement a traffic control device on Trentwood Blvd.
2. Burke Hammond residing at 7410 Daetwyler Drive shared his concern on the cut through traffic on Trentwood and asked if a traffic study can also be completed for Daetwyler/Seminole Drive where it is no different. He is not a Belle Isle resident however as a citizen he would like to include that area as well because the sidewalk is not being maintained by the County.
3. Karen Davenport residing in Daetwyler Shores was in agreement to getting rid of the S curve in the neighborhood. She spoke of the safety issues that is caused with the cut through traffic and begs the City to look into a solution.

There being no further public comment, Mayor Pisano closed citizen comments.

ORDINANCE 17-02 SECOND READING AND ADOPTION

AN ORDINANCE OF THE CITY OF BELLE ISLE, FLORIDA; AMENDING THE BELLE ISLE CODE OF ORDINANCES CONCERNING BOAT DOCK REGULATIONS; BY AMENDING PART II, CODE OF ORDINANCES; BY AMENDING SUBPART B, LAND DEVELOPMENT CODE; BY AMENDING CHAPTER 48, ENVIRONMENTAL REGULATIONS, ARTICLE II, BOAT DOCKS; BY AMENDING CHAPTER 54, ZONING DISTRICTS AND REGULATIONS; BY AMENDING SECTION 54-1, RESTRICTIONS UPON LAND, BUILDING AND STRUCTURES; BY AMENDING SECTION 54-79, RETAIL COMMERCIAL DISTRICT C-1; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Comm Carugno motioned to table Ordinance 17-02. According to a meeting with Comm Lance and Board member Woods, Chairman Nicholas Fouraker addresses a letter to the Interim City Manager regarding his disagreement with the process.

Comm Gold seconded for discussion.

Comm Carugno read the letter for the file and provided a copy for the record. He said In the Interim City Manager's defense, she did respond to Chairman Fouraker. He stated that he does not like what he sees and would like to have the ordinance reviewed by the entire Board and written in clear words to be understood by everyone.

April Fisher said the information provided in the Chairman's email is incorrect and she provided an outlined response on how it is incorrect. The item was discussed at the City Council meeting prior to the most recent action taken. At the Feb 7th meeting that is where the item was continued and, she said on record, that she was requesting that the item be pulled at the Feb 7th meeting so the technical issues could be discussed between her, Comm Lance and former Chairman Woods. It was announced at the City Council meeting and no one on Council objected to that approach. She even stated in the meeting with Comm Lance and Mr. Woods that if there were any substantive changes proposed it would have to go back to the Planning and Zoning Board; no substantive changes came out of that meeting, they were purely technical. In addition to that, she let Mr. Fouraker know that there was no reason for it not to be on tonight's agenda. She assured him that she would provide a copy, to Council, of his email and her response to preserve the record. She believes the process was done correctly. It seems like, in this City, a lot of times misinformation gets out and it really hinders a professional process in this City. It is incumbent upon her to let someone know what the correct record is, what the truth is and to stand up for it. The meeting was noticed even though law does not require it. She would be glad to answer any question on the process that was followed and on what is before you tonight.

Comm Lance said in the meeting the majority of the changes were technical in nature in clarifying where there were some redundant words and figures. According to Chairman Woods, the Planning and Zoning Board was not able to finish the job and most of the corrections were made by Mr. Woods.

Mayor Pisano called for a second to Comm Carugno’s motion to table Ordinance 17-02. Mayor Pisano called for a roll call,

Comm Nielsen	nay
Comm Mosse	aye
Comm Lance	nay
Comm Weinsier	aye
Vice Mayor Readey	nay
Comm Carugno	aye
Comm Gold	nay

Motioned failed 4:3.

April Fisher said the Ordinance that is before Council tonight takes into account the changes that were read into the record and discussed at the March 7th City Council meeting in strikethrough/underline format.

Mayor Pisano opened for public comment.

1. Rich Holiday residing at 5270 Oak Island Road shared his comments on the proposed Boat Dock ordinance. He believes some of the changes being proposed were proposed some time ago and they were not approved at that time. He is hoping that the Board totally understands the changes. The maximum boathouse platform that is allowed at the moment is 1000 sq ft. In addition, Council is now proposing a second level deck and flat roofs, which will affect views of the lake and will create a danger to kids. It is going to change the atmosphere and not be a visually pleasing addition to the shoreline of our lake.
2. Phil Price residing at 7440 Daetwyler Drive asked if the proposed changes affect all old and new dock owners to update their docks to conform to the new ordinance. He asked Council to reconsider the proposed ordinance because it will change the look of the lake.
3. Burke Hammond residing at 7410 Daetwyler Drive shared his concern with the safety of the children.
4. Holly Bobrowski residing at 2400 Hoffner Avenue agreed with Mr. Hammond and is opposed to the flat roof update. She shared her concerns with the additional furniture on the flat roof decks and asked who will be responsible for the cleanup of these items during hurricane season, should an event occur. Discussion ensued on previous Council action.

There being no further comment, Mayor Pisano closed the public comment section and called for a motion.

Comm Lance motioned to approve the second reading and adoption of Ordinance 17-02 as discussed and approved by City Council on the March 17th regular session.

Comm Nielsen seconded the motion for discussion.

Comm Nielsen said this is the first time she has heard anyone express their concerns of the flat roofs that do seem as legitimate concerns. She believes this should be returned to Planning & Zoning for further discussion. She also believes a railing should be placed if the flat roofs are approved.

Comm Weinsier said the issues tonight seem to make sense and should be revisited. He further believes that the Planning & Zoning Board should have the opportunity to discuss the revisions, in lieu of the concerns that were presented today.

Comm Lance said the comments are valid and asked if Council would be able to make the changes proposed by the Planning & Zoning Board. April Fisher said it does not have to go back to the Board. Council has the ability to change what is being brought forward as a recommendation.

After Council discussion, Attorney Callan spoke to Sub Part 8-Paragraph B and the new paragraph C. He stated that there are two parts that speak to flat roofs. If amended, the changes are not substantial enough to have the Ordinance go back to first reading; or it can be sent back to the Planning & Zoning Board for further analysis.

Comm Carugno, for the record, shared his concerns with the tone of the City Manager during his presentation of the letter from Chairman Fouraker. He shared his concerns with the inconsistencies to the flat roof provision and multi slip boat docks. Comm Carugno asked resident Mr. Rich Holiday to clarify his statement on the upper level deck.

For the record Attorney Callan restated Comm Lance’s amended motion as follows, Comm Lance motioned to approve the second reading and adoption of Ordinance 17-02 as discussed and approved by City Council on the March 7th regular session, expect for, deletion in section 48-32 Design Criteria sub part 8 to restore part b which states no structure having flat roofs will be permitted; keeping the amendment change to the maximum pitch of a roof slope shall be 5-12; and delete the proposed amendment part C and return to the old numbering a-e. In addition, the words “building permits” should be included in part 6(a) on page 5.

Comm Weinsier asked for clarification on the multi-slip docks. April Fisher clarified that the Planning and Zoning Board did not want to limit the amount of slips but look at the totality of the area. The slip is defined as part of the dock. The current code does not have a definition section so this is handled in the definition of docks. The overall area is allowed one dock. The idea is if someone can build a dock that can potentially have two slips; they should not be restricted from doing that as long as they don’t exceed the total amount of area for the property.

Comm Nielsen stated since the changes and discussion did not include any substantive changes she is in favor of moving forward and seconds the motion.

Comm Lance, stated for the record and after hiring a new City Manager, that he will lobby to have these types of changes be handled by the professionals at Orange County EPD and give them the authority to enforce and control the permitting process of all boat docks, boat slips and seawalls in our City.

After discussion, Mayor Pisano called for a roll call to adopt Ordinance 17-02 as discussed and amended.

Comm Nielsen	aye
Comm Mosse	aye
Comm Lance	aye
Comm Weinsier	nay
Vice Mayor Readey	aye
Comm Carugno	nay
Comm Gold	aye

Motioned passed 5:2.

PROPOSED WARREN PARK CANOE LAUNCH SITE PLAN

Proposed Warren Park Canoe Launch Site Plan. Case No. 2016-10-008 - Pursuant to Belle Isle Code Sec. 54-83 (f)(3), the Council shall review and take action on an appeal for a proposed site plan, submitted by Orange County, for a canoe launch at 3406 Warren Park Road, Orlando, FL 32812 also known as Parcel #29-23-30-4389-05-010. The proposed canoe launch includes plans for a lakeside launch for low impact, non-motorized watercraft such as canoes, kayaks and paddleboards.

Mike Stratham, Program Development Supervisor for Orange County Parks and Recreation, gave a brief presentation, which included the following:

- Project narrative with a site location map
- Existing Conditions at Launch Site
- Illustrative Site Plan
- Sketch Elevations and Section Drawings
- Parking and Safety Element Plan
- Launch Overview
- County’s Application Consistent with City Code
- City Staff Recommendations & County’s Responses

Mr. Stratham stated that the County agrees with most of the Staff recommendations as outlined in the proposed presentation. On behalf of the County, Mr. Stratham asked for reconsideration on two staff conditions;

Staff condition #3 - Prohibit any private business or commercial enterprise from operating at the property, such as paddleboard lessons or kayak/canoe tours

Orange County Response:

The County would like to continue to have County-approved vendors at Warren Park.

Limited commercial enterprises (e.g., tennis lessons) are currently and have historically been in place at Warren Park, prior to the City’s annexation. These existing enterprises do not inhibit or interfere with surrounding residential uses, but rather, enhance the opportunities available to the citizens of Belle Isle and Orange County within this Park.

Staff condition #4 - An executed Memorandum of Understanding (MOU) between City of Belle Isle and Orange County and all law enforcement parties (inclusive of the City of Belle Isle, Orange County Sheriff’s Office, and the Florida Fish & Wildlife Conservation Commission) as to patrol and enforcement responsibilities within the park and surrounding the canoe launch, as well as in the lake waters.

Orange County Response:

The County, the Sheriff’s Office and the FWCC are separate legal entities. The County has no authority to assent to this condition because the County cannot bind the Sheriff’s Office or the FWCC.

In addition, the MOU is not necessary because the park is within the limits of the City of Belle Isle and the City’s police force does have the legal authority to enforce any of the City’s laws within Warren Park. Currently the Sheriff’s Office and the Belle Isle Police Department have a shared marine patrol presence on the Conway Lake Chain. OC Fire & Rescue provides emergency service to Warren Park as well as to the rest of the City of Belle

Isle. FWCC is a state agency overseeing the Conway Lake Chain as it state own waters which generates and enforces it own rules and regulations for all subordinate agencies to adhere to within its jurisdiction. The MOU is not a land development or site plan condition.

He further stated that the County's site plan application was denied by the P&Z Board in Nov 2016, however, the alleged inconsistencies within the City's Code and Comprehensive Plan with no specific subtext of the code, goal or objective and policy of that Comprehensive Plan has been cited in support of this reason for denial. No staff report, explaining the reason for denial, has ever been issued to the County. There are no standards for review of a site plan under Section 54-83 (f)3) of the City Code and nothing states under what circumstances a site plan can be denied.

Orange County's request to City Council is to overturn the Planning & Zoning denial of the Warren Park Canoe Launch application and approve the site plan application with all recommendations set forth by City Staff except for #3 and #4.

He then introduced Commissioner Pete Clarke, Division Park Manager Matt Suedmeyer, Deputy County Attorney Joel Parcel and Assistant County Attorney Aaron Harding.

Mayor Pisano opened for Council discussion.

Comm Nielsen said our Police Department understands from the Sheriff's Office that the Sheriff's Office was the only law enforcement agency that may enforce law in Warren Park because it is a County Park. Our Police Department is very concerned about this and would like to have jurisdiction of the park because they can respond to any issues in a timely manner. The Sheriff's Office, generally speaking, cannot respond in a timely manner at times because they are not in the City all of the time. She asked, who is going to tell the Orange County Sheriffs Office that the Belle Isle Police Department will have jurisdiction in the Park.

Matt Suedmeyer, said the City of Belle Isle is responsible to respond to incidents in Warren Park because it is in the City limits. He has checked with Orange County staff and reviewed some incident reports and both agencies have responded in the past to calls. Orange County can work with the 911 operators to ensure that the calls are routed correctly. Discussion ensued on the importance of a MOU with the Orange County Sheriff's Office and the limitations on the Belle Isle Police Department's law enforcement action in Warren Park.

Deputy County Attorney Joel Parcel stated that he would be happy to coordinate discussions with the City Attorney, Orange County Sheriff's Office and Orange County for consensus on the law enforcement responsibilities at Warren Park.

Attorney Callan said as a condition of approval of the request Council can request a joint agreement with the City, County and the Sheriff's Office. In addition, another concern shared by the P&Z Board was reluctance by the County to allow commercial activity on a new boat dock might further intensify use of the lake.

Comm Lance, for the record, asked if he should recuse himself from the vote because he has a rental property that has a paddleboard license in the City limits. Attorney Callan stated if he is a landlord of a rental property who may use or not use this ramp in the future is not a conflict of interest and he is required to participate and vote on this issue.

Discussion ensued on commercial use on the lake and safety issues.

Attorney Callan spoke to the Council's role on the de novo proceeding and recommended the following conditions for approval; (1) accept the P&Z Board's recommendation; (2) approve the request placing commercial use parameters during certain hours of the day; (3) approve the request approving staff conditions or add additional conditions; or (4) deny the request.

Comm Mosse stated that the City should not allow businesses on the lake and the request should not be approved until a MOU is in place stating who has jurisdiction in the park. Discussion ensued on the liability to the City in allowing this request.

After further discussion, Deputy County Attorney Joel Parcel stated that they would be willing to forego vendors on Lot 1. He further clarified, that he would be willing to coordinate discussion on the issue in more detail with all agencies involved.

Attorney Callan proposed that the County acknowledges that the City has police jurisdictional authority over the park. In addition, the County and City agree to meet with the Sheriffs Office, within the 60 days of approval, to have 911 calls directed first to the City of Belle Isle then subsequently to the Sheriff's Office. Attorney Parcel agreed to the condition.

Discussion ensued on conditions of approval.

Mayor Pisano opened for public comment.

- Jennifer Brown residing at 7020 Seminole Drive spoke in favor of the request and shared her passion for paddle boarding, water activities and accessibility. She further added that she does not have any affiliation with Orange County.
- Richard Gallagher residing at 7020 Seminole Drive spoke in favor of the boat launch and believes everyone should have access to the Lake.
- Bonnie Kennedy residing at 2780 Curry Ford Road, Orlando, FL 32806 spoke in favor of the boat launch.
- Phil Price residing at 7440 Daetwyler Drive spoke in opposition of the launch in Warren Park, the unsafe conditions for paddle boarders and potential parking issues.
- Rich Holiday – no comment.
- Burke Hammond residing at 7410 Daetwyler Drive spoke in opposition of another boat dock on the lake.
- Randy Holihan residing at 2513 Trentwood Blvd spoke in opposition of the boat launch and shared his concerns with the safety issue. He provided for the record a petition signed by 83 people in opposition of the request.
- Bruce Lincoln residing at 3013 Trentwood Blvd spoke in opposition of the potential commercial businesses on the lake and the lack of authority given to our law enforcement.
- Debra Donham 6904 Seminole Drive spoke in opposition to the request and shared her concerns with the potential crime with the increased traffic, parking issue and safety liability.
- Vinton Squires residing at 2483 Trentwood Blvd spoke in opposition of the request and shared his concerns with the pick up and drop off of friends on the launch due to the increase use of the lake.
- Holly Bobrowski residing at 2400 Hoffner Avenue said she is not opposed to paddle boarding however, spoke in opposition of the launch ramp that may cause a safety issue and an attractive nuisance. She proposed building a promenade instead of a boat launch.
- Matt Giglio residing 3101 Trentwood Blvd spoke in opposition of the boat launch and the additional lake activity.
- Anita Saaco residing at 4913 Jinou Avenue said there might be unintended consequences that may arise on the approval of the County's plan and if the request does get approved what recourses would the City have.
- Linda Suggs residing 6922 Seminole Drive shared her concern on the negative impact of trash on the lake.
- Cindy Lance 3401 Trentwood Blvd shared her opinion on the comments made and stated that the Council is not here to vote on speculation but on the boat dock launch that meets the City criteria.
- Karl Shuck residing at 1658 Wind Willow Road did not speak in favor or in opposition of the request. He spoke out of disappointment with the County. The County has had five months to present today and it appears that the County has not addressed the issues that were discussed in the November 2016 meeting by the P&Z Board.

Comm Carugno said, for the record, he also feels scared for his life being on a pontoon boat with all the jet skis on the lake. Comm Carugno read a letter sent to him from a resident of Belle Isle Pam Carter sharing her concerns with the safety on the lake and with the paddleboat business out of a home rented from a Belle Isle Commissioner.

Attorney Callan has indicated that the Commissioner does not have a conflict of interest, is not allowed to recuse himself and is required by Florida law to participate in this debate and vote on the ordinance presented.

There being no further comment Mayor Pisano closed the public comment section.

Mayor Pisano opened for Council discussion.

Mayor Pisano asked if there is anything the City must do regarding the liability of the City right of way of Warren Park Road. Attorney Callan informed Council that the right of way is only three feet on the property and the proposal intends to use that part of the right of way. Mayor Pisano further shared her concerns with the additional parking, after hour use of the launch and the no swimming enforcement.

After further discussion on the commercial use and potential safety issues, Comm Nielsen stated that the application is within the specifications of the code and the City does not have any grounds for denial. She does agree that the law enforcement concern needs to be addressed and possibly regulating the hours of operation for activities.

Attorney Callan said what underlines every boat dock regulation is whether or not the City sits as a policeman of riparian rights. The Council with the permitting processes tries to ensure that one neighbor is a good neighbor for all. Within the context of the application, there are concerns listed in the packet that were outlined and on record. Attorney Callan stated for the purposes of the record, the County owns approximately 63-77 feet of frontage on this lake and currently can allow people to use that frontage for kayaks, paddle boats and canoes into the lake. The question today is whether or not the proposed dock will increase, cause conflicts with the riparian rights or intensify the use and if there are conditions that the City believes will balance those rights with the competing interests.

After Council discussion on the process, Comm Lance motioned to approve the proposed Warren Park Canoe Launch site with the caveat that nothing can be done until there is an approved agreement with the Belle Isle Police Department, Orange County and the Orange County Sheriff's Office. The motion will also include the 10 recommended staff conditions except on modified conditions,

#3 to include that no profit can be made by any company but are allowed to have non motorized activities including safety and yoga lessons, paddle boards, canoes and kayaks in the water.

#4 to require a memorandum of understanding, to be in place, by all agencies stating that 911 calls will be directed to the Belle Isle Police Department first and all agencies agreeing that the Belle Isle Police Department has jurisdictional authority over Lot 1 and parking lot. Discussion ensued.

Vice Mayor Readey seconded the motion.

Matt Suedmeyer requested 90 days to obtain approval of a MOU the Sheriffs Office.

Comm Lance and Vice Mayor Readey agreed to the modified 90-day request.

Mayor Pisano called for roll call. Attorney Callan restated the motion to approve the site plan to allow the building permit to be issued conditioned upon the ten staff conditions submitted to the planning commission. In particular to condition #3, Orange County has stipulated that there will be no commercial use however, there can be some public safety lesson and yoga lessons on the lake front; and #4 the County agrees that Belle Isle has jurisdictional control and authority over Warren Park and Lot 1 and agreed within 90 days to reach an agreement between Belle Isle, Orange County and the Orange County Sheriff's Office on the issue of 911 dispatch to ensure that the Belle Isle Police Department can properly and quickly administer to any calls that arise.

Comm Nielsen	aye
Comm Mosse	aye
Comm Lance	aye
Comm Weinsier	nay
Vice Mayor Readey	aye
Comm Carugno	nay
Comm Gold	aye

Motioned passed 5:2 with Comm Weinsier and Comm Carugno in opposition.

Mayor Pisano called for a five-minute recess.

Mayor Pisano called the meeting to order at 10:10pm.

ATTORNEY'S REPORT

Attorney Callan reported that Attorney Kruppenbacher has been appointed, by the Governor, to the Constitutional Review Committee and proposed that Attorney Callan cover the City meetings moving forward. He would like to continue to be the City Attorney with regards to other items.

Comm Carugno asked who would be the City Attorney should there be a liability issue. Attorney Callan stated instead of being a substitute at the meetings then a contract will need to be drafted with Attorney Callan.

Comm Nielsen stated that she would not like to make the decision at this time. She has found that the City cannot locate a signed contract with Attorney Kruppenbacher and we need to resolve that issue before we can move forward. Attorney Callan said he would speak with Attorney Kruppenbacher and report at the next meeting.

CITY MANAGER'S REPORT

Interim City Manager Fisher focused on item c only of her report due to time. She said it was discussed at the last meeting to move forward with the option of vacating and handling traffic concerns on Trentwood Blvd. She has spoken with Kittleson Engineering Transportation Firm on the traffic situation, public purpose and gave them an overview of the implications of placing a control arm in that section. They have a piggyback contract with the City of Orlando that the City can piggyback off of. Their scenario will cost approximately \$17,000 to perform a full study. She is asking for authorization to move forward and approve an agreement up to \$20,000. She believes the funding can be taken from the Transportation Impact fee fund because the study is looking into addressing a possible traffic issue caused by new growth. Discussion ensued on the recently passed procurement process.

Comm Lance motioned to approve the Trentwood Blvd Engineering Traffic Study not to exceed \$20,000 with the caveat that it is correct that Council can pass the motion under the terms of the law.

Vice Mayor Readey seconded the motion

Motioned passed 6:1 with Comm Carugno in opposition.

ADJOURNMENT

There being no further business, Mayor Pisano called for a motion to adjourn, unanimously approved at 10:45p.m.

Yolanda Quiceno
CMC-City Clerk



city council minutes

AGENDA April 4, 2017 * 6:30 p.m. City Council Regular Session

The Belle Isle City Council met in a City Council Regular Session on April 4, 2017 at 6:30 p.m. at the City Hall Chambers located at 1600 Nela Avenue, Belle Isle, FL 32809.

Present:

Mayor Pisano
Vice Mayor Readey
Commissioner Gold
Commissioner Carugno
Commissioner Weinsier
Commissioner Lance
Commissioner Mosse
Commissioner Nielsen

Absent:

Attorney Kruppenbacher

Also present: Attorney Callan, City Manager Bob Francis, Chief Houston and City Clerk Yolanda Quiceno. Meeting audio is available on the City's website www.cityofbelleislefl.org and at City Hall.

CALL TO ORDER

Mayor Pisano called the meeting to order at 6:30pm. Comm Nielsen gave the invocation and led the pledge to the flag.

Mayor Pisano welcomed City Manager Bob Francis.

CAFR PRESENTATION – McDirmit Davis

Kelly Leary from McDirmit Davis with offices at 934 North Magnolia Street, Orlando, FL gave an overview and presentation of the City's financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the City of Belle Isle as of and for the year ended September 30, 2016. She stated that the City is in a strong financial condition and in compliance with the laws and regulations that pertain to municipalities.

CONSENT ITEMS

- a. Proclamation: Autism Awareness Month
- b. Approval of the Combined Operational Assistance and Voluntary Cooperation Mutual Aid Agreement

Comm Weinsier motioned to approve the consent items as presented.

Comm Lance seconded the motion, which passed unanimously.

CITIZEN COMMENTS

Mayor Pisano opened for public comment.

- Phil Price residing at 7440 Daetwyler, Belle Isle drive shared his concerns of the Warren Park boat dock issue and how it was handled by City Council.
- Greg Gent residing at 2924 Nela Avenue, Belle Isle expressed some concerns to the approval process and donation that was received for the Belle Isle Police Department renovation.

Attorney Callan said the money was donated without any kind of qualification or condition from the individual Mr. Comins. He understands that when the money was donated there were no special considerations of any kind for any approvals in the present or in the future. There is going to be a receipt, signed by Mr. Comins, acknowledging the terms and that the funds were received and paid by the City. Any city can take a donation and sometimes it is context of a project that goes forward as a development approval. Every development approval is judged on whether or not it is related to the public interest of the city and must pass substantial competent evidence to support it. He understands the concern, however all projects and issues must be presented in front of the board and judged upon its own merits.

- Allan Beck residing at 4326 Quando Drive, Belle Isle spoke on the potential noise and density issues surrounding new development and asked Council to consider these issues when approving future development.
- For the record, Mayor Pisano stated that the City has submitted an email for the records. Attorney Callan addressed an email from Rick Miller to the City concerning various aspects dealing with City Attorney Frank Kruppenbacher. Attorney Callan highlighted a few of Mr. Miller's concerns regarding invoicing, phone calls and attorney-client privilege, conflict of interests with the Charter School and affiliation with Greater Orlando Aviation Authority (GOAA) and former Mayor Brooks. For the purposes of disclosure, he stated that he, at one time, has represented Richard Anderson in the City of Apopka. Attorney Callan said that some of Mr. Miller's accusations of adverse interests were reckless. In conclusion, he stated that he would work with Attorney Kruppenbacher in retrieving the signed contracts.
- Comm Weinsier asked for clarification on the comment made regarding Comm Lance's position on the Warren Park boat dock launch. Attorney Callan clarified that Comm Lance could not recuse himself from the vote because there was no sufficient basis under Florida law.

There being no further comments Mayor Pisano closed the public comment section.

CITY MANAGER'S REPORT

City Manager Bob Francis thanked the residents and City Council for the opportunity to work with the City of Belle Isle. As time progresses he would like to meet with each Council member individually to discuss scheduling district meetings to address any constituents who may not come to meetings and talk openly. He said that Belle Isle is a terrific place and believes everyone working together can make great things happen.

MAYOR'S REPORT

Mayor Pisano gave an update on the following,

- a) CRC Update - Mayor Pisano attended the last Constitution Revision Commission (CRC) meeting and addressed issues to protect home rule, sovereign waters and the duck hunting issue.
- b) Legislative Update – There is many legislative policies coming up for a vote that will put a negative fiscal impact on many of the cities and municipalities. They are looking to restrict or terminate CRA's, making short-term rental a State issue not a local municipality issue, increasing homestead exemptions and eliminate business tax on local business. Many of these changes will lower our tax base and the municipalities will need to subsidize revenue.
- c) Special Events Update – Easter Egg Hunt will be held on April 15th from 10-12:00pm with the egg hunt starting promptly at 10:15am. Lake Clean Up will be held on April 29th where residents will be able to drop off paints, chemicals and electronics along with a plant exchange and AG center participation.
- d) Bing Grant Application/Process Approval - Mayor Pisano attached a draft copy of the Bing Grant application along with an application from a homeowners association for \$3442.00 for installation of irrigation on Wind Drift and Gondola. Mayor Pisano stated if they do not receive the Bing Grant they would loose their approved Orange County grant. Discussion ensued on the Bing grant process and criteria for application submittals.

City Manager Francis said he would like to review the current application and criteria and provide a policy to Council at the next council meeting for discussion and approval. After discussion, consensus was to add the Bing Grant for approval as a regular agenda item at the next City Council meeting.

- e) Lake Conway Watercraft Issues - Mayor Pisano reported that Comm Carugno invited her for a ride on the Lake to observe the safety concerns he has been addressing. She said she saw first hand on how the jet skiers have no regard for the boaters and she believes that it is causing a serious safety issue. She further added that the Hoffner Bridge is completely full with graffiti and is in desperate need of maintenance. Mr. Francis said he has opened discussion with the Public Works Manager and has it on the schedule for review. Comm Carugno requested review of the timing issue on the Nela Bridge.
- f) Use of City Facilities discussion - Mayor Pisano opened discussion on the use of the facilities at City Hall. Mayor Pisano believes the City should not charge residents (i.e. home owners associations) for use of the facility because they already pay taxes.

Comm Lance motioned to remove the \$25.00 fee for use of the facilities.

Comm Nielsen asked if the City has the authority to discriminate among groups who want to use the building. Attorney Callan recommended that a policy be provided for review and approval that clarifies the usage of the building.

After discussion, Comm Lance withdrew his motion. Consensus was to have the City Manager waive the fee, on a case by case basis, on any meeting requests in the interim until the next Council meeting where a policy can be adopted.

SWEAR-IN OF COMMISSIONERS

Mayor Pisano recognized and swore in Incumbent Sue Nielsen and Incumbent Edward Gold.

COUNCIL REPORTS

Comm Nielsen – District 7

- Comm Nielsen spoke on the importance of contacting legislators to make a difference in our City. She reminded Council on the school board application approval at the next meeting and asked if the City Clerk can send an email with all the applications received to date.

Comm Mosse – District 6

- Comm Mosse stated for the record, that he may not agree or disagree with Attorney Callan’s response to Mr. Miller’s letter and would have preferred to see Attorney Kruppenbacher attend a Council meeting to defend himself. He further reported on his recent meetings in his district.

Comm Lance – District 4

- Comm Lance said Donna Milray has shared her concerns about the construction of the neighboring dock and stated that she is not sure if they have a valid permit.

Comm Weinsier – District 3

- Comm Weinsier said that the Gmail email transfer has begun and asked the City Clerk to provide an update. City Clerk noted that IT has started the transfer. He is asking that all staff, Mayor and Council bring their iPhones and iPads’ to City Hall on April 10th to complete the transfer of all accounts.

Vice Mayor Readey – District 5

- Vice Mayor Readey apologized for his comment at the last meeting regarding the Daetwyler issue. He asked if there was anything Council can do to regulate the boat activity on the lake. Mayor Pisano said that sovereign waters are governed by the State and the best way for legislators to hear our concerns is to email and contact them directly on the safety issues.

Comm Carugno – District 2

- Comm Carugno asked for continuity on the signage at all City parks, ramps and beach areas. He shared his concerns on the proposed gate on Trentwood and the traffic studies for the affected areas including Seminole/Nela. Discussion ensued on signs throughout the City.

Comm Gold – District 1

- Comm Gold reported a complaint that Republic Services trucks are hitting the curbs and leaving exposed rebar.
- Comm Gold asked if the legislative alerts can be added to the website so that residents are aware of what is happening in our City.

Attorney Callan reported that a citizen is requesting personal phone records from the Mayor. He said personal phone records are not a public record under the public records law; however, they can be subpoenaed and investigated. Discussion ensued on public records law.

ADJOURNMENT

There being no further business, Mayor Pisano called for a motion to adjourn, unanimously approved at 8:20p.m.

Yolanda Quiceno
CMC-City Clerk



city council minutes

AGENDA April 18, 2017 * 6:30 p.m. City Council Regular Session

The Belle Isle City Council met in a City Council Regular Session on April 18, 2017 at 6:30 p.m. at the City Hall Chambers located at 1600 Nela Avenue, Belle Isle, FL 32809.

Present:

Mayor Pisano
Vice Mayor Readey
Commissioner Gold
Commissioner Carugno
Commissioner Weinsier
Commissioner Lance
Commissioner Nielsen

Absent:

Attorney Kruppenbacher
Commissioner Mosse

Also present: Attorney Tom Callan, City Manager Bob Francis, Chief Laura Houston and City Clerk Yolanda Quiceno. Meeting audio is available on the City's website at www.cityofbelleislefl.org and at City Hall.

CALL TO ORDER

Mayor Pisano called the meeting to order at 6:30pm. Comm Gold gave the invocation and led the pledge to the flag.

CONSENT ITEMS

- a) Proclamation: Declaring May 7-13, 2017 "North American Occupational Safety and Health Week and May 10, 2017 "Occupational Safety and Health Professionals' Day" in the City of Belle Isle, Florida
- b) Approval of the revised City Council Regular Session minutes of February 21, 2017
- c) Arbor Day/Earth Day Proclamation (not attached)

**Comm Nielsen motioned to pull item b: February 21, 2017 minutes for discussion.
Comm Lance seconded the motion.**

**Mayor Pisano called for a motion to approve items (a) and (c) of the consent items.
There being no opposition, the motion was unanimously approved.**

Comm Nielsen opened discussion on what the minutes of the Council meeting are supposed to contain and reminded Council that Attorney Kruppenbacher previously stated that the minutes must contain every action of the Council. She noted that, they do not and cannot contain every important comment that might be made.

Comm Nielsen motion to add a statement to all the minutes, including this one, that the written minutes alone is not a complete record of the meeting without the audio. It will also relieve the concern of commissioners, at times, that any of their statements may be overlooked or be considered important.

Attorney Callan recommended the motion to be restated as, written minutes are a complete summary of what occurred at a Council meeting, discussed and approved. The audio is available for review at City Hall. He does not want the City to make the statement that the minutes are not complete.

After discussion, Attorney Callan asked Council to allow him to provide a draft statement for review at the following meeting.

Comm Nielsen requested a correction to the minutes on page 4 to replace the word “misspoke” to “misinformed” in the minutes as follows, “Attorney Callan ~~misspoke~~ was misinformed and said Attorney Kruppenbacher has advised the Board previously that the Mayor will negotiate the contract with the City Attorney.”

Discussion ensued, and the Clerk was asked to review the audio tape with the City Attorney for the correction. The minutes were not approved as presented.

PRESENTATION BY ORANGE COUNTY MARINE PATROL

Lt. Dennis Ela, Special Operations at the Orange County Sheriff’s Office (OCSO) presented a brief overview, clarification and education on what Florida State Statutes allow their agency to enforce on the water ways. He stated that the presentation is not an opinion, but an overview on what they are allowed to enforce by State Statute.

Deputy Adam Popp, at the Orange County Sheriff’s Office spoke to the concerns addressed by the residents on Lake Conway. He addressed the definition of careless and reckless operation of a boat and the changes in legislation in 2016 that restricted the efforts of Law Enforcement Officers in enforcing activities on the waterways.

Comm Carugno expressed his concerns and the safety hazards he has observed on the lake.

Comm Lance stated that the most responsive action that can be taken is to have all residents contact the State Representatives and Senators to change legislation.

After discussion, Comm Lance motioned to have the City pass a Proclamation or an Ordinance to allow the Mayor to lobby for the City on this issue in Tallahassee. Comm Nielsen seconded the motion which was unanimously approved.

Mayor Pisano opened for public comment.

The following residents spoke and expressed their concerns on the lake activity,

- 1-Rick Wilson residing on Pasadena Drive, Belle Isle, FL.
- 2-Matt Brannon residing at 7219 Lake Drive, Belle Isle, FL.
- 3-Sue Wilson residing on 5437 Pasadena Drive, Belle Isle, FL.
- 4-Scott Bingham residing on 5859 Cove Drive, Belle Isle, FL.

Attorney Callan said the State owns the lake bottom up at the ordinary watermark to the adjoining property and the City and County are limited on what they can do. The one thing that the City can do is to control the City access points to the lake. With cooperation with the County and the NAV Board, the City may ask if there is no marine patrol on the lake within a certain period during the day, can the City close the lake access points during those hours of operation.

After further discussion, OCSO will continue to work with the Belle Isle Police Department to enforce what they are authorized to do. Mayor Pisano and Council thanked the OCSO for their service.

CITIZEN’S COMMENTS

Mayor Pisano opened for Citizen Comments.

- Rich Holiday residing at 5270 Oak Island Road said he believes having a patrol vehicle on the corner of Hoffner and Oak Island Road between the hours of 4-6pm to monitor the lake traffic would be a huge benefit. He also asked if Council would reexamine their approach to the lack of workshops to discuss City issues.

- Matthew Troy residing at 5027 St. Michael, Belle Isle, candidate for the Cornerstone Charter Board introduced himself and thank the Council for their consideration.
- David Evertsen residing at 5130 St. Michael Avenue, Belle Isle, candidate for the Cornerstone Charter Board respectfully withdrew his application for consideration.

There being no further comment, Mayor Pisano closed the public comment session.

CORNERSTONE CHARTER SCHOOL BOARD MEMBER APPLICATIONS

Mayor Pisano opened for discussion the Cornerstone Charter School Board application process. Mayor Pisano stated that there are two seats currently open. Council members asked why the City is involved with picking Board members for the Charter School. Mayor Pisano briefly discussed the Charter School’s process for applicant applications.

Comm Nielsen stated for the record, as long as Bill Brooks was the Mayor of this City, Council approved every appointment to the School Board. The Council started the school and the City government holds the Charter. The City does not want to abandon that responsibility and why the City pursued having more control over the membership of the school’s governing board. Discussion ensued on the election of seats and the ex-officio appointment.

City Manager Francis asked, when the nominations go to the school board and, if the nominations are not chosen, when is the next opportunity to go back to the Board? Mayor Pisano stated that the last school board meeting is on the last Wednesday of April to vote on the nominations. If none of the applications are chosen they will hold a special meeting in June.

Council agreed to nominate the top five candidates from the list and submit each Council members selection to be read into the record by the City Attorney. The selection was read as follows,

<u>Comm Gold</u>	<u>Comm Carugno</u>	<u>Comm Weinsier</u>	<u>Comm Lance</u>	<u>Comm Readey</u>	<u>Comm Nielsen</u>
M. Troy	K. Shuck	M. Troy	K. Shuck	K. Shuck	N. Hickey
M. Brennan	L. Brennan	N. Hickey	N. Hickey	Shan	M. Troy
K. Shuck	N. Fouraker	K. Shuck	T. Dufford	L. Brennan	L. Brennan
N. Hickey	M. Brennan	L. Brennan	L. Brennan	N. Hickey	J. Mirza
L. Hobbs		M. Brennan	M. Troy	D. Evertsen	L. Hobbs

The top five selections was read as follows,

1. Matthew Troy-4
2. Nora Hickey-5
3. Karl Shuck-5
4. Laura Brennan-5
5. Matthew Brennan-4

Council reviewed the top five candidates and discussed to narrow down their selection to the top two candidates for consideration to the Cornerstone Charter Board selection.

Comm Nielsen moved to nominate Nora Hickey as one of the two candidates.

Comm Lance seconded the motion.

Motion passes 4:1 with Comm Carugno opposed to the motion. (Comm Gold non-vote.)

After discussion, Comm Lance motioned to nominate Karl Shuck as the second nomination.

Motion failed for lack of a second.

Comm Carugno motioned to submit all five names to the Governing Board for consideration.

Motion failed for lack of a second.

Comm Weinsier motioned for reconsideration of the candidates and reopen the nomination process from the top five list.

Comm Lance seconded the motion, which was unanimously approved.

Comm Weinsier motioned to rescind the initial nomination of Nora Hickey.

Comm Lance seconded the motion, which was unanimously approved.

Comm Weinsier motioned to vote on the top two candidates from the top five list and submit for consideration as approved by the Council.

Comm Nielsen seconded the motion, which was unanimously approved.

After Council discussion, the following top two candidates were considered and read for the record,

<u>Comm Gold</u>	<u>Comm Carugno</u>	<u>Comm Weinsier</u>	<u>Comm Lance</u>	<u>Comm Readey</u>	<u>Comm Nielsen</u>
M. Troy M. Brennan	K. Shuck M. Troy	N. Hickey M. Brennan	K. Shuck N. Hickey	N. Hickey M. Troy	M. Troy N. Hickey

The top two selections was read as follows,

1. Matthew Troy
2. Nora Hickey

Comm Nielsen motioned to send the names of Matthew Troy and Nora Jane Hickey to the Governing Board as the City's nomination for the Cornerstone Charter School Governing Board.

Comm Weinsier seconded the motion, which was passed 5:1 with Comm Carugno in opposition.

BING GRANT APPLICATION/PROCESS APPROVAL

City Manager Bob Francis presented a redlined draft of the Bing process for review and approval. He stated that he received some comments from Comm Nielsen however they are grammatical changes and do not substantially change any of the rules or meaning of the rules.

Comm Weinsier had the following comments for discussion,

- All references to \$3,000 should be changed to \$10,000.
- Define the word "hold over" throughout the document and have the distinction that "year" refers to budget year not calendar year.
- Clarification that services of Attorney Fees cannot be expended with Bing funds.
- Neighborhoods, Home Owners Associations and Memberships should be referenced as a Neighborhood Group which will include resident groups of 3-5.
- Document should reference that Council, as a whole should be the voting member not an individual council member. The applications should be submitted to the City Manager and the City Manager will present to the Council for recommendation as a whole.
- Add language to the document that allows two districts to combine their budget on a proposed project.
- Email should be included for the City Manager as a form of contact information.
- Renumbering of section numbers.

Comm Lance requested to apply the allocation of funds as follows,

- Maximum of \$10,000 per district and \$3,000 per grant. After a certain period of time, if no other group has applied, the approved application may resubmit for more funding up to \$10,000.

Attorney Callan suggested the following change to read, 2(o) Neighborhood improvement grants may be issued for up to \$10,000 per grant at the discretion of the City Council.

Council consensus was to draft the document with the changes and bring back to Council for approval at the next meeting.

Approval of Belle Isle Pines Home Owners Association (HOA) Application – Gondola Dr and Wind Drift Road installation of copper service and irrigation meter

Mayor Pisano presented a grant request for approval for the Belle Isle Home Owners Association for installation of a 1 inch copper service and ¾ inch irrigation meter with a total cost of \$3,442.00. Mayor Pisano gave a brief summary of the project and asked for approval of this request which will allow the Belle Isle Pines HOA to finalize their approved Orange County grant that will expire in May.

Comm Weinsier motioned to approve this request, even though the City has not finalized the Bing Grant guidelines, however, this project would qualify. Attorney Callan recommended that the motion will also include authorization for the City Manager to issue a check in the amount of \$3,442.00 upon submittal of a completed application by the group.

Comm Lance seconded the motion, which was passed unanimously.

FACILITY USE AGREEMENT

City Manager Bob Francis presented a draft agreement for review and approval. He gave a brief summary of the agreement and the safeguards that were added to protect the City. Council discussed the following changes,

- Section 1 – should include, members who have residents in the group can use the facility
- Section 1(f) -remove the reference to drugs not being permitted; drugs are already illegal and the reference is not necessary
- Section 4(b)(ii) –should be limited to non-alcoholic beverages/refreshments
- Section 4(f) – should be extended to read, may forfeit future use for potential violation of any of these rules described above
- Section 4(g)(iii) – no-show fee should be changed to \$25.00 that may be waived at the discretion of the City Manager
- Section 5 – remove the reference to “bump” and replace with reserving the right to “cancel” any meeting

Mayor Pisano shared her concerns and said that she is in agreement that the City should protect the building however, the agreement and fee(s) is extremely restrictive. Discussion ensued on the proposed fees.

After Council discussion, Comm Nielsen motioned to approve the policy with the changes as discussed. Comm Gold seconded the motion, which was passed unanimously. Council consensus was to have the City Manager approve, upon his discretion, the pending request for facility use from Pioneer Days and Conway Isle HOA.

A revised copy of the agreement will be provided to Council at the next City Council meeting.

ATTORNEY'S REPORT

Attorney Callan reported that the City is working on the reimbursement for payment to the donor of the Police Department construction. The City is verifying that all the affidavits and warranties are in order before finalizing the reimbursement.

Attorney Callan stated that Attorney Kruppenbacher would like Council to consider scheduling a workshop to review Charter amendments. After discussion, Mayor Pisano asked that it be an agenda item at the following Council meeting and have all bring their calendars.

Comm Nielsen moved to appoint the City Manager to look at available dates to discuss charter changes. As for the content, she would like to have Comm Weinsier or a Commissioner to work with the City Attorney. Attorney Callan reminded Council when April Fisher was hired part of her contract is to work on the charter changes.

Mr. Francis requested if the workshops can be pushed until after May 10th. He will be returning to Oregon the first two weeks in May to finalize his move to Florida.

After discussion, Council approved the next charter change discussion workshop for May 17th, 2017 at 6:00pm. Mayor Pisano noted if Council has any proposed changes or discussion items before the meeting they can contact the City Manager.

CITY MANAGER'S REPORT

Mr. Francis reported the following updates,

- On May 3-10th he will be going to Oregon to finalize his move the Florida.
- He reported that he met a lot of great people at the meet and greet and have attended a few meetings with residents.
- The Nela Bridge will be pressure washed on April 19th.
- He will be contacting Orange County to discuss maintenance of the Hoffner Bridge.
- He will be working on standardizing park signs throughout the City.
- He spoke of the possibility of scheduling future town hall meetings.
- The Council, a few meetings ago, adopted the Compensation and Classification Study and one of the issues is that there is no reference to a police lieutenant. Lt Grimm meets the criteria to be a deputy chief and will be reclassified effective immediately.
- The City will be going to a new health insurance carrier. The new carrier will be locking in a rate for 18 months and will align with the new budget year. An additional benefit for the employees is that the new insurance carrier will provide out of network coverage.
- Mr. Francis provided a draft agenda format that will include total page numbers and voting item summaries.

Mr. Francis announced that has found a home just outside of the City and will not be able to live in the City at this time. He further asked for Council approval to have the date of his employment approval in March for the purpose of covering his health insurance coverage starting in May.

Comm Nielsen motioned to approve the housing arrangements and also to have the insurance date back dated to the approval of his employment in March.

Comm Lance seconded the motion, which was unanimously approved.

MAYOR'S REPORT

Mayor Pisano gave an update of the following,

- a. NAV Board meeting update and the lake issues.
- b. Mayor's meeting and Legislative update on Vacation Homes, CRA postponed, Wireless Communication and Charter School Bill.

- c. Mayor Pisano noted that she is looking to schedule town hall meetings in the City in June 2017.
- d. Lake Clean Up/Earth Day on April 29th update

COUNCIL REPORTS

District 1 – Comm Gold

- Comm Gold reported on the repaving of the curbing in his district and was in agreement with the new agenda format.

District 5 – Comm Readey

- Comm Readey asked if the City Manager can research the approval of the fountain and move forward with the project.

District 3 – Comm Weinsier

- Comm Weinsier expressed his agreement with the new agenda format.

District 4 – Comm Lance

- NAV Board meeting is on the second Tuesday of every month and asked if the City Clerk can notice every meeting at City Hall.
- Comm Lance asked if there is any progress on the MOU for the Warren Park Boat Launch. Chief Houston said she was notified by the Sheriff's Office that there will be a verbal agreement made with the City and the MOU will not be issued. Discussion ensued and Attorney Callan said he will attempt to draft a letter, per the verbal agreement, for submittal to the Sheriff's Office.
- Comm Lance reminded Council that the City approved for a traffic study for the Trentwood Blvd/Daetwyler Road and asked that Mr. Francis follow up on the progress. In addition, he asked if the City can research who is responsible for the sidewalk on the east side of Daetwyler. The sidewalk is in disrepair and the residents are asking questions.
- He asked if the City can look into the process of obtaining a building permit as an agenda item for a future meeting.
- Comm Lance asked for an update on the Perkins boat ramp. Mr. Francis stated that he has been in contact with Mr. Liberty regarding signage.
- Comm Lance asked if the City can research the possibility of changing Belle Isle residents' zip codes from Orlando to Belle Isle to ensure that all communication and utility tax revenue is directly issued to our City. Council agreed to draft a news article in the next Bulletin.

District 7 – Comm Nielsen

- Comm Nielsen stated that she has received some questions recently, and she has a personal issue, with the City not having a signed contract with the City Attorney. A solution she suggested was to (1) have a contract signed appropriately by the City; or (2) start the process for a Request for Qualifications (RFQ) for an Attorney. She spoke of the pros and cons to submitting for an RFQ at this time and the questions with Attorney Kruppenbacher having conflicts between the City and the school.

Comm Carugno asked if it would be wise to shop for a new Attorney and try to save the citizens some money. Discussion ensued on how valuable Attorney Kruppenbacher is to the City. Attorney Callan asked for direction from Council to authorize a Council member to negotiate a retainer or an hourly rate contract with Attorney Kruppenbacher.

Comm Lance motioned to authorize the City Manager Bob Francis to renegotiate the contract with Attorney Kruppenbacher and bring back to City Council for approval.

Comm Gold seconded the motion, which was unanimously approved.

Mayor Pisano recognized Richard Weinsier. Mr. Weinsier residing at 6824 Seminole Drive asked Council if they do not have a problem with the many times Attorney Kruppenbacher has not attended Council meetings. Discussion ensued.

Comm Nielsen asked for the Boat Ramp discussion to be placed on the next agenda. In addition, she asked the City Manager to have City Hall start a recycling program moving forward. The request met no opposition.

ADJOURNMENT

There being no further business, Mayor Pisano called for a motion to adjourn, unanimously approved at 10:15p.m.

Yolanda Quiceno
CMC-City Clerk



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

Meeting Date: May 2, 2017

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: Belle Isle Neighborhood Grant (BING) Policy

Background: Belle Isle Neighborhood Grants (BING) provide funding for neighborhood improvements that address neighborhood needs and improve the quality of life in City of Belle Isle neighborhoods. The purpose of the grant program is to provide the neighborhood organization with resources to implement neighborhood enhancement projects that the neighborhood would not normally be able to fund.

At the April 18 Council Meeting, Council reviewed the policy and requested several changes be made to the policy regarding a change in the dollar amount, grammatical changes, allowing districts to combine funds for a project, and add the email of the City Manager, and to put the policy in final form.

Staff Recommendation: Council to adopt the revised policy by motion.

Suggested Motion: I move that we adopt the BING Policy.

Alternatives: Do not adopt the policy as written and provide further direction or suggest changes that would allow for the policy to be adopted.

Fiscal Impact: 2016-2017 Budget authorizes \$70,000 total: \$10,000 per District

Attachments: BING policy final form.



BELLE ISLE NEIGHBORHOOD GRANT “BING” PROGRAM GUIDELINES

1. **Definition:** Only Neighborhood improvement projects in the municipal limits for the City of Belle Isle proposed by a group of homeowners or by neighborhood or homeowners’ associations within registered and operating limits of the City of Belle Isle shall be considered and eligible for funding under this program.

PROJECT CRITERIA

2. In order to be eligible, proposed neighborhood projects **shall:**
 - a. Be located or take place within the boundaries of the city or is contiguous right of way within Belle Isle City limits.
 - b. Provide a public benefit to the neighborhood;
 - c. Shall not endorse or promote any religious or political affiliation or beliefs;
 - d. Involve neighborhood residents directly in all phases;
 - e. Be limited to capital improvements, and not association’s operating expenses or budget, or fees and costs of consultants, attorneys or accountants or any other professional services (costs of consultants, attorneys or accountants or any other professional services are considered in-kind as stated in 2.n.,below);
 - f. Not conflict with or modify, existing or proposed public improvement projects (Curb, sidewalk, drainage structures or pipes, utilities), unless approved by the City Manager or City Council:
 - g. Represent the neighborhood property owners;
 - h. Designate a person, association, or a responsible entity to perform the administration and maintenance for the next ten years.
 - i. Not count the maintenance effort as part of the applicant’s match. It is NOT the intent of this grant program for the City to provide or pay for future maintenance.
 - j. Be able to award construction contract within 1 month of grant allocation approval by City Council
 - k. Provide a 50/50 match of the total cost of the project, including cash, volunteer effort, materials, or any combination (based upon availability)
 - l. Provide project cost estimate and project schedule. Petitioners must use Orange County estimate forms.
 - m. Include a signed letter of agreement with City assuming all liability, insurance, maintenance and holding city harmless; letter of agreement will provide applicant with city’s acceptance of project and confirmation of project grant allocation.
 - n. Consider as part of the project cost at full market value, in-kind contributions received by the neighborhood. Such contributions shall include items of the total project cost when provided by residents possessing specific skills as an in-kind contribution (i.e. a licensed

- plumber providing plumbing work at a discounted rate or at no charge; a lawyer rendering legal services, a surveyor providing survey work. Non-skilled labor contributions are allowed to benefit the project at the minimum hourly wage. Federal labor and wages will apply.
- o. Neighborhood improvement grants shall be limited to \$10,000.00 per District per year; however the amount of funds available will be determined by the City Council at adoption of the annual City Budget. A District Commissioner may agree to hold over any spending on one year to the next year. .
 - p. Prior to receipt of a grant through this program, Applicants shall make every effort to secure funding from Orange County neighborhood grants before consideration will be given to their application. Grants are limited to one per year per neighborhood group.

TYPES OF PROJECTS

- 3. The types of projects include but are not limited to capital improvements, but may include playground and minor park improvements; benches; neighborhood beautification; neighborhood identification signs, neighborhood walls and fences, landscaping of common areas, common area improvements, irrigation of common areas landscaping, lighting, etc.
- 4. All projects will be conducted in accordance with all applicable federal, state and local laws. Those having projects involving private property must have the written permission of the property owners involved. **It is the responsibility of the grant recipient to obtain any permits normally required (e.g. building permits).**
- 5. **Applications will be evaluated by the City Manager. The City Manager will inform the Council Commissioner for the District of the application. The City Manager will consider each grant application based on the following:**
 - a. The quality and scope of the proposed project;
 - b. Level of neighborhood participation in the project;
 - c. Need for the project, and;
 - c. Neighborhood's matching contribution.
- 6. **Requirements: To participate in the BING Program, applicants must;**
 - a. meet all requirements listed in item
 - b. meets all requirements under eligible projects;
 - c. submit the proposed Project Budget (projected expenses and contributions), Project Title Plan/Timeline, Volunteer Hour Pledge Sheets, documentation of the required match, and a copy of the association's meeting minutes reflecting the membership vote of approval for the grant (if applicable) or petition of support from majority of affected residents; One bid required for mini grants \$1,500 or less and, three bids required for grants over \$1,500.
- 7. **Payment**

City Manager shall review and approval all payments under this Program, when a detailed budget is submitted, invoices are provided and W-9s are signed and delivered for any check greater than \$600.00 made out to an individual.

8. Submit the completed BING application to the City Manager
City of Belle Isle City Hall
1600 Nela Avenue
Belle Isle, Florida, 32809.
9. Application for funding shall include a description of the project or improvement that is to be made, budget for the project (which includes in-kind contributions and projected costs, project plan which estimates amount of time from start to completion of project), and evidence of support for project through signature petition of majority of residents in impacted area.
10. For the purposes of determining the maximum matching grant money for which a project is eligible the applicant must document residents' volunteer labor at minimum wage, in-kind donations at actual retail value, and skilled labor at normally billed hourly rate.
11. The City Council will consider each project individually on its own merit and determine if the project shall receive funding and the level of financial support warranted. The maximum per district for any one project shall be \$10,000.00 on a dollar for dollar (50/50) match.
12. Projects may be shared between districts and will be given a high priority for funding
13. Grant monies may be paid by the City directly to vendors for services or materials or at the end of the project to the homeowners' group in reimbursement for monies expended, provided sufficient supporting documentation is provided.
14. The intent of the minor project grant program is to provide assistance for neighborhood improvements to as many neighborhood groups within the City as possible. Due to funding limitations there is no guarantee that any project will receive the maximum grant. Rather, it is the intent of this program to ensure that as many qualified projects as possible receive some level of financial support.
15. Applications shall be submitted to the: City Manager
Belle Isle City Hall
1600 Nela Avenue
Belle Isle, Fl. 32809
-or-
bfrancis@belleislefl.gov
16. For more information call: Bob Francis, City Manager
Phone: 407-851-7730
bfrancis@belleislefl.gov



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

Meeting Date: May 2, 2017

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: Facility Use Agreement

Background: At the April 18 Council Meeting, Council directed the City Manager to make additional changes to the policy on the use of City Council Chambers. These revisions included the removal of reference to “drugs”, change wording to non-alcoholic beverages, “non-show” fee reduced to \$25 but could be waived by the City Manager, change “bump” to “cancel” and put the policy in its final form.

Staff Recommendation: Adopt the new policy

Suggested Motion: I move that we adopt the Facility Use agreement as presented to take effect immediately.

Alternatives: Do not adopt the policy and provide further guidance to staff, or make changes to the policy and adopt the policy as corrected.

Fiscal Impact: \$75 refundable fee per use.

Attachments: Facility Use Policy in final form

Please read the Council Chambers Use Policy. Complete and return **Reservation Request Form** to:
Council Chamber Reservations, City of Belle Isle, 1600 Nela Avenue, Belle Isle, FL 32809
FAX: Attn: Council Chambers Reservations, 407-240-2222, or email to yquiceno@cobifl.com.

CITY OF BELLE ISLE POLICY AS TO USE OF COUNCIL CHAMBERS AT CITY HALL

City of Belle Isle City Council has approved the rules and regulations regarding use of the City Council Chambers:

1. Subject to the restrictions, limitations, and conditions below, civic groups, homeowners' association and other community groups whose offices are located or headquartered within the municipal limits of the City of Belle Isle may use the City Hall Council for a program, meeting or event:

- a. No religious ceremonies or use shall be permitted;
- b. No political gatherings or use shall be permitted;
- c. No commercial or for profit use, or meetings related to or resulting from commercial activities shall be permitted;
- d. Non-political fund raising activities for an existing registered not for profit organization shall be permitted;
- e. No Private social functions shall be permitted;
- f. No use of intoxicating beverages shall be permitted;
- g. All meetings are limited to 60 people in the building at one time; and
- h. Smoking or the use of any tobacco product is prohibited within the Council Chambers and all other City-owned buildings at all time.

2. Limitations and Conditions on User.

- a. Use in 1, above, by any civic group shall be limited to once per calendar quarter. The User in 1, above, shall provide one person who shall be financially responsible for the groups behavior and use in 1, above,
- b. The use is limited to 8 hours a day Monday through Friday.
- c. The use may extend to two consecutive days as one use, pending availability.

3. **Permission to use the Council Chambers does not constitute an endorsement by the City of the group or organization's policies, procedures, decisions, actions, statements, or beliefs.** All press releases, publicity, or advertisements relating to any program, event or meeting held in the Council Chambers shall clearly state the name of the sponsoring group or organization and shall not imply or state that the program, event, or meeting is sponsored by the City unless the City has agreed to co-sponsorship.

4. The use of the Council Chambers in 1, above are subject to the following rules:
- a. Reservation of Time / Booking. The reservation must be at least two weeks in advance and no earlier than one month in advance. The booking shall be made during normal business hour to the City Manager. While initial contact may be made by phone, mail or e-mail, the final booking with the receipt of the cleaning deposit must be made in person.
 - b. Setup / Clean-up. Each group for the event used in 1, above, shall be responsible for the set-up and clean-up of the Council Chambers.
 - i. Configuration of Room. The Council Chambers has a standard configuration for its furniture arrangement that includes the existing number of chairs and tables, and their placement. The group or organization using the Council Chambers shall leave the room on that configuration at the end of the group or organization's use of the room.
 - ii. Food and Drink. Refreshments in the Council Chambers are limited to non-alcoholic beverages, cookies, crackers, or other small snack foods.
 - iii. Clean-up. If refreshments are served, due care and consideration must be given to the carpet, floors and other furnishings and equipment:
 1. Users serving refreshments must clean the tables, chairs, and carpet as necessary afterwards
 2. The room must be cleared of all group or organization supplied items (equipment, boxes, brochures, etc.) at the end of the meeting.
 3. Clean up Failure to clean up the Council Chambers after an event may result in a) the forfeiture of the cleaning and damage deposit, and b) the termination of that group or organizations' future use of the Council Chambers.
 4. City personnel will not assist in the setting up or cleaning of the Council Chambers.
 5. City personnel will not assist in the handling of exhibits, equipment, or other materials used in the Council Chambers by a group or organization other than City owned equipment such as audio-visual or computer equipment made available through prior arrangement with the City.
 - c. All displays and brochures for the meeting or event shall be contained within the Council Chambers. Under no circumstances shall any materials be attached in any manner to painted walls, windows, or the ceiling.

- d. Any use in 1, above, shall not disrupt the routine procedures of the City Hall offices whether if the meeting or event is held during normal business hours.
- e. Hours of Operation. Everything uses in 1, above, must conclude, the room cleaned up and participants vacate the building by the time specified on the application. The hours the Council Chambers will be available for use during regular business hours 8 a.m. to 5 p.m.
- f. After Hours meetings. For uses in 1, above, after normal business or weekends, a city representative (elected official or city employee) shall oversee to insure access to the building and that the building is closed after the meeting or event is over. If no city representative is present, then the meeting organizer will remain at City Hall until a police officer or city representative arrives to make sure the building is properly secured. Users in 1, above, leaving the building unsecured may forfeit future use for potential violation of any of these rules described above.
- g. Payment.
 - i. The City will charge a refundable cleaning and damage deposit of \$75.00 that must be received with the Council Chambers reservation form.
 - ii. If there are no problems and/or damage related to the use of the room, to include leaving the building unsecured, this deposit will be available to be returned on the next business day following the scheduled room use.
 - iii. A no-show fee of \$25.00 will apply to any user who fails to show for the time reserved or cancels within 7 days of the scheduled use. City sponsored meetings or activities may be exempted from fees and limits on the number of bookings per period.
 - iv. City of Belle Isle employees and officials will be exempt from any fees charged by the sponsoring organization to attend meetings, seminars, training, or other activities which are held in the Council Chambers, if the employee or official is attending the meeting as a representative of the City of Belle Isle.
 - v. Payment(s) for damage, above, and beyond the deposit will assessed by the City and may be charged to the individual, group, or organization responsible. Failure to pay the assessed damages may result in legal action.

h. Financial Responsibility.

- i. The Person named in 2, above for the Use, shall be responsible for all liability for any loss, injury, or damage to persons or property that may be sustained by Council Chambers related to the program or event or the attendees.
- ii. The group or organization holding the meeting or event shall assume full responsibility for any damage to the Council Chambers facilities or equipment it uses.
- iii. The person named in 2, above, and the User in 1, above, shall each sign and deliver to the City Manager in a form approved by him which contains an acceptance of the terms of this paragraph. Including responsibility for damages or losses to City facilities, furnishings, or equipment. The person signing the statement shall affirm and stated that he or she shall be responsible to the City for the conduct of the group.
- iv. Depending on the nature of the event and number of participants, an organization may be asked to provide proof of insurance and an endorsement naming the City as an additional insured.

5. City Pre-emption of any Use or User. Notwithstanding anything to the contrary described above, as to any proposed use in 1, above, the City reserves the right to ‘cancel organizations scheduled in advance if the Chambers are needed for urgent unscheduled or emergency City business on the same day.

- a. The City will make every effort to notify the scheduled user promptly of such conflicts, and to reschedule the event to a mutually-agreeable date and time, if possible in the City’s sole discretion.
- b. The City reserves the right to refuse or revoke permission to use the Council Chambers to any group or organization that is deemed to contain improper hate speech or speech intended to hurt others based on upon the group’s purpose, doctrine, objectives, agenda, activities, or members’ behavior.

6. The City Manager is authorized to waive any or all of the requirements of this policy.



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

Meeting Date: May 2, 2017

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: Discussion of use of Open Space Issues

Background: At the April 18 Council Meeting, Council discussed the Perkins Boat Ramp issue and the signage at the boat ramp. Perkins Ramp issue from the April 18 Council meeting was to address the signage at the ramp and the Council directed that this item be placed on the next agenda.

Perkins Ramp: Upon visiting the ramp, there are several confusing and conflicting signage. Attached for Council review is signage that is being proposed based on the Belle Isle Municipal Code, Chapter 18, Section 18-20. The signage is altered from the ordinance but does not change any of the meaning of the ordinance that would make it unenforceable. Also, there are two areas of the ramp; the ramp itself and the fenced drainage area that is a park-like area and can be confused as a park if the fence is not secured. If this is not a park, then the City will post that it is not a park. The staff believes that since there are swimming signs in the area, then it can be taken that it is a park. According to the Belle Isle Comprehensive Plan, the purpose of this area is for a launch only, and therefore, the staff recommends posting it for launch only.

Workshop: For this meeting, it was the intent of the staff to just focus on the Perkins Boat ramp, however as the Council knows, there are continuing and unresolved issues regarding the use, security and signage of boat ramps and parks. The City Manager also spoke with residents that border the parks, as well as, frequent users. It appears that most of the issues focus on the Perkins Boat Ramp area, the Venetian Boat Ramp Area, and Glen Polk Park.

The City Manager toured the parks and the ramps and found conflicting and confusing information at each of the ramps and parks. After seeing the parks and ramps, they are in decline and serious attention needs to be paid to these valuable assets. Like any major project, there needs to be a phased approach. While we could address the signage at and possibly the security of the Venetian Boat Ramp this meeting (if time

BASIC PARK RULES

All City of Belle Isle Parks

- Parks are open to the public every day of the year from 8:00 a.m. to Sunset
- No motorized vehicles (except city/county emergency vehicle) after 9 p.m.
- Consumption of alcoholic beverages is prohibited.
- Bottles, containers or other items made of glass are prohibited from the park.
- Keep Pets on leash and clean up after pets.
- Littering is strictly enforced. Place trash in trash receptacles only. If trash receptacles are not provided, take your refuse with you. Never dump or deposit trash on any park lands or in park waters.
- Fires and grills are prohibited
- Smoking is prohibited
- Noise and Nuisance abatement ordinances apply to ramp
- Do not hunt, kill, molest, frighten or tease any animals, reptiles or birds in the park.
- Use of any ramp for base of watercraft operation (private or commercial) is prohibited
- No solicitation, vending, advertising or sign posting is allowed.
- If launching watercraft, obey the ramp rules
- Violations of any of the park and ramp rules are subject to a fine up to \$500 per occurrence.
- Parking, camping or loitering is prohibited after dark. Overnight camping is prohibited.

COBI code 1980

RULES SPECIFIC TO RAMPS/PARKS

Perkins Boat Ramp

- Ramp is open to the public every day of the year from 8:00 a.m. to Sunset
- Parking Area is reserved for Belle Isle Residents ONLY.
- Valid Resident Parking Decal MUST be displayed properly on vehicles (*NOTE for discussion: if a BI resident, why not allow street parking for any vehicle?*)
- Site Parking is restricted to vehicles attached to boat trailers only.
- Trailers without winches is prohibited
- Maximum trailer length is 23 feet.
- Winch vessels ONLY – DO NOT use engines to trailer vessels
- Maximum boat length on ramp is 20 feet.
- No fueling of watercraft is allowed
- No operating of engines when not in water
- No parking on roadway or boat ramp
- No stopping or parking on boat ramp except to launch or recover boats
- No anchoring or mooring within 100 ft. of ramps, shore, and wake zones
- No launching or recovery between the hours of 9 p.m. and 7 a.m.
- Observe wake zones and maintain 100 ft. distance from shore and dock.
- No swimming or wading
- Fishing is permitted

COBI code 1980

allows), the Council should consider holding a workshop to develop a plan for the overall operation and on-going maintenance of the parks and ramps. This recommendation is being made after observing the amount of time and discussion that took place at the April 18 meeting with the Marine Patrol. The staff is convinced that a similar discussion would be lengthy and public input would be substantial.

The results of the Workshop would be used as part of the Goal Setting workshop that the City Manager will schedule prior to the start of budget preparation.

Staff Recommendation:

- A. For Perkins Boat Ramp:** Staff recommends Council conforms that the area is for a launch only and directs the staff to remove signage related to swimming. Further direct the staff to install signage as presented which is in accordance with BI Municipal Code, Chapter 18, Section 18-20.

- B. Workshop:** Staff recommends holding a workshop in the near future to address the issues with other parks and ramps.

Suggested Motion: I move that we adopt the signage presented for Perkins Boat Ramp to allow for launching of boats only and direct the City Manager to have signage made and installed according to the BI Municipal Code, Chapter 18, Section 18-20. I further move that the Council convene a workshop to address the issues relating to other ramps and parks.

Alternatives: Do not adopt the signage and provide further guidance to staff. Do not convene a workshop, but have the City Manager and staff address the issues as necessary.

Fiscal Impact: Cost of new signage.

Attachments: BI Municipal Code, Chapter 18, Section 18-20
Proposed signage for Perkins Ramp



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

Meeting Date: May 2, 2017

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: City Attorney Contract

Background: At the April 18 Council Meeting, Council directed the City Manager to negotiate a contract with the City Attorney for the City Attorney to provide legal services to the City of Belle Isle. The contract also allows for an Assistant City Attorney, which is also designed and calls for a term limit on the contract of 5 years with a 2 year renewal before the term of the contract ends.

Staff Recommendation: Council approves the contract.

Suggested Motion: I move that we approve the contract of the City Attorney.

Alternatives: Do not adopt the contract and direct the City Manager to either renegotiate the terms of the proposed contract with further direction from Council on the terms, or direct the City Manager to draft and issue a Request For Qualifications (RFQ) for legal services.

Fiscal Impact: 2016-2017 Budget authorizes \$100,000 total for legal services. Contract calls for \$7,500/month (\$90,000). Potential savings of \$10,000

Attachments: Legal Services contract

**CONTRACT SERVICES AGREEMENT FOR
CITY ATTORNEY SERVICES
CITY OF BELLE ISLE, FL**

THIS AGREEMENT, made and entered into this 1st day of July, 2001 by and between the **CITY OF BELLE ISLE**, a Municipal corporation of the State of Florida, hereinafter referred to as the "**CITY**" and **(Law Firm Name)**, Attorneys at Law, hereinafter referred to as "**THE FIRM.**"

WITNESSETH:

WHEREAS, the CITY has the need for services of a law firm with the particular training, ability, knowledge and experience possessed by THE FIRM; and

WHEREAS, the CITY has determined that THE FIRM is qualified and capable of performing the professional services as CITY does hereafter require, under these terms and condition set forth; and

WHEREAS, it is the purpose of this Agreement to establish the terms and conditions of employment of THE FIRM under this Retainer Agreement to act as attorneys for and to fulfill the duties of general and legal counsel to the CITY;

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND AGREEMENTS HEREIN CONTAINED, THE PARTIES DO AGREE AS FOLLOWS:

SECTION 1 - GENERAL RESPONSIBILITIES

Act as General and Legal Counsel to the CITY. FRANK KRUPPENBACHER is designated as and appointed CITY ATTORNEY. The CITY also appoints TOM CALLAN, TOM LANG and JUDGE BELVIN PERRY as Assistant CITY ATTORNEY to perform the duties of the CITY ATTORNEY in the absence of the CITY ATTORNEY.

THE FIRM shall not replace the designated City Attorney (or any successor to such person) without the City Council's prior approval, except from time to time necessary due to illness or vacation scheduling. Approval of any such temporary substitute shall be obtained from the City Manager.

SECTION 2 - SCOPE OF WORK

As General and Legal Counsel, the attorney or a designated attorney from THE FIRM shall:

A. Attend all regularly scheduled meetings of the CITY COUNCIL (including Council workshops) and other meetings when necessary (including but not limited to land use public hearings, neighborhood meetings, land purchase/sale meetings, etc.) as requested by the City Manager.

B. Provide legal advice (oral and written), written legal opinions, and consultation on all matters affecting the City to the City Council, City Administrator, boards, commissions, committees, officers, and employees of City and as requested by the City Council, the City Administrator, or his/her designee, in accordance with such policies and procedures as may be established by City from time to time.

C. Be available for telephone consultation with City staff, as needed on legal matters which are within their area of operation and maintain office hours at City Hall as requested by the City Administrator at times mutually agreed to by the City Administrator and designated City Attorney

D. Prepare or review necessary legal documents such as: ordinances and resolutions; all agreements of any nature; all real property instruments of any nature including purchase agreements and escrows, leases, covenants, deeds, easements and licenses; bond size, amount, and offering terms and conditions; public works construction documents including bid specifications, contracts, bonds, insurance, liens and related documents; memorandums of understanding; franchise agreements; and all similar documents, all as requested by City

E. Review minutes, findings and decisions documents, motions, resolutions, ordinances, contracts, leases, purchases and other legally binding agreements, consistent with existing laws, statutes, administrative rules and regulations.

F. Provide such assistance and legal advice as may be required by the CITY MANAGER for the administration of the CITY.

G. Represent the CITY in litigation where appropriate and assist and cooperate with special counsel as necessary. It is understood by the parties that THE FIRM shall assist in identifying those areas where special counsel may be required and to assist the CITY in the selection of special counsel. It is recognized that the CITY'S insurance program will represent the CITY in most tort claims, with the claims handled by the attorney(s) designated by the insuring entity. However, in litigation of the type specified, THE FIRM may be, by background or expertise, more appropriate for the handling of certain litigation.

H. Advise and assist the CITY in matters involving Municipal Corporation Law, Florida Sunshine Law, Florida Budget Law, elections, special elections, and state laws governing public leasing, purchasing and contracting, code development and enforcement, intergovernmental agreements, environmental, water, federal civil rights and related state and federal issues and employment matters.

I. The City Attorney will keep City informed as to the progress and status of all pending matters in accordance with such procedures as the City may establish from time to time. The City Attorney is expected to manage, control and oversee the delivery of legal services in a competent, professional, and cost-effective manner. All legal services shall be properly supervised and all personnel shall be qualified to handle the work assigned. If outside special counsel is retained, unless otherwise directed by the City Council, such special counsel shall be supervised by the City Attorney.

J. All legal services shall be coordinated under the direction of the City Manager. Notwithstanding any other provision contained herein, any legal services can only be authorized by the City Council or City Administrator. Nothing in this Agreement shall be construed in any manner as limiting the ultimate and absolute discretion of the City Council, at any time, to assign or reassign legal matter of City from or to THE FIRM.

K. Utilize best efforts and abilities to minimize legal expenses and advise the CITY of liability exposure.

SECTION 3 – TERM

The initial term (Initial Term) of this Agreement shall commence as of the Effective Date and shall continue in effect until the fifth (5th) anniversary of the Effective Date, unless sooner terminated in accordance with Section 14 of this Agreement. Upon expiration of the Initial Term, this agreement may be renewed for an additional two (2) years on the anniversary of the Effective Date (Renewal Term). Upon expiration of the Initial Term and Renewal Term, this Agreement shall automatically renew for successive additional 2 periods (each a Renewal Term) unless either THE CITY or THE FIRM shall have given the other party written notice of its election not to have the term renewed in accordance with Section 14 of this Agreement.

SECTION 4 - COMPENSATION

This Agreement shall compensate THE FIRM for the services described above.

A. The CITY will pay a monthly retainer in the sum of \$7,500 per month for the services described in Section 2 (Scope of Work).

B. For all other services shall outside the Scope of Work, those services will be charged to the CITY at an hourly rate of \$120 per hour. Charges will be made in 15 minute increments.

C. Work Performed Outside of the Scope of Work. The City Manager or his designee may authorize work to be performed outside of the Scope of Work. Failure to obtain approval prior to performing work outside of the scope of work may result in the waiver of compensation for services performed. Examples of services that are considered outside of the scope of work for which the City may use outside counsel and/or the City Attorney include, but are not limited to:

1. Preparation for the issuance and sale of City bonds.
2. Preparation of business development loan/guarantee documentation.
3. Filing and prosecution of municipal code enforcement cases.
4. Assignments mutually agreed as outside of the retainer by the City Manager and City Attorney and not specifically listed as included in the retainer.
5. Provision of counsel for all personnel-related issues.

D. The CITY and THE FIRM agree to review this Agreement on an annual basis to determine a fair amount of compensation for the services rendered.

SECTION 5 - AUTHORIZATION FOR SERVICES BILLED AT HOURLY RATE

A. To control costs, all CITY requests for legal services (with the exception of requests from CITY MANAGER, MAYOR or CITY COUNCIL) will be directed back to the CITY MANAGER.

B. Hourly service will be specifically authorized by the CITY MANAGER.

SECTION 6 - EXPENSES

In addition to the foregoing charges for services, the CITY will pay, upon receipt of itemized statement from THE FIRM, for expenses incurred in connection with the performance of their duties as CITY attorneys and general counsel for the CITY.

SECTION 7 - BILLING

Billing for hourly services and expenses will be monthly and will be identified as to MAYOR/COUNCIL, CITY MANAGER, or CITY DEPARTMENT. THE FIRM's billing will include the following:

- A. Date
- B. Hours
- C. Topic or area of service
- D. Description of service (i.e. conference, letter, phone, research, etc.)
- E. Fee
- F. Name of authorized requestor

SECTION 8 - STATUS OF CONTRACTOR AS INDEPENDENT CONTRACTOR:

THE FIRM, for the purpose of this Agreement, shall perform all legal services required under this Agreement as an independent contractor of CITY, and shall remain, at all times as to CITY, a wholly independent contractor with only such obligations as are required under this Agreement. Neither CITY, nor any of its employees, shall have any control over the manner, mode, or means by which THE FIRM, its agents or employees, render the legal services required under this Agreement, except as otherwise set forth. CITY shall have no voice in the selection,

discharge, supervision or control of THE FIRM employees, servants, representatives, or agents, or in fixing their number, compensation, or hours of service.

SECTION 9 - INSURANCE

THE FIRM shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to City, during the entire term of this Agreement, including any extension thereof, the following policies of insurance:

1. Comprehensive General Liability Insurance. A policy of comprehensive general liability insurance written on a per occurrence basis in an amount not less than a combined single limit of One Million Dollars (\$3,000,000.00).
2. Workers' Compensation Insurance. A policy of workers' compensation insurance in such amount as will fully comply with the laws of the State of Florida and which shall indemnify, insure and provide legal defense for both THE FIRM and City against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by the Contractor in the course of carrying out the work or services contemplated in this Agreement.
3. Automobile Insurance. A policy of comprehensive automobile liability insurance written on a per occurrence basis in an amount not less than a combined single limit liability of One Million Dollars (\$1,000,000.00). Said policy shall include coverage for owner, non-owner, leased and hired cars.
4. Errors and Omissions Insurance. A policy of professional liability insurance written on a claims made basis in an amount not less than Three Million Dollars (\$3,000,000.00). Except for the policy of professional liability insurance, all of the above policies of insurance shall be primary insurance and shall name City, its officers, employers and agents as additionally insured. Except for the policy of professional liability insurance, the insurer shall waive all rights of subrogation and contribution it may have against the City, its officers, employees and agents and their respective insurers. Except for the policy of professional liability insurance, all of said policies of insurance shall provide that said insurance may not be amended or canceled without providing thirty (30) days prior written notice by registered mail to the City. In the event any of said policies of insurance are cancelled, the attorney shall, prior to the cancellation date, submit new evidence of insurance in conformance with this Section to the City.

SECTION 10 – PROHIBITION AGAINST SUBCONTRACTING OR ASSIGNMENT

The experience, knowledge, capability and reputation of THE FIRM, its partners, associates, and employees, was a substantial inducement for City to enter into this Agreement. Therefore, THE FIRM shall not contract with any other person or entity to perform, in whole or in part, the legal

services required under this Agreement without the written approval of CITY. In addition, neither this Agreement, nor any interest herein, may be transferred, assigned, conveyed, hypothecated, or encumbered voluntarily, or by operation of law, whether for the benefit of creditors, or otherwise, without the prior written approval of CITY. Adding attorneys to THE FIRM, changes in the partnership, name changes and similar changes shall not be deemed a transfer or assignment requiring approval of CITY or amendment hereof.

SECTION 11 - CITY ATTORNEY BAR MEMBERSHIP/OCAA MEMBERSHIP REQUIREMENTS

CITY ATTORNEY is responsible for maintaining CITY ATTORNEY'S professional standing as a member of the Florida State Bar Association.

SECTION 12 - INDEMNIFICATION

A. THE FIRM agrees to indemnify CITY, its officers, employees and agents against, and will hold and save each of them harmless from, any and all actions, suits, claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity arising out of or in connection with the work, operations or activities of THE FIRM, its agents, employees, subcontractors, or invitees, provided for herein or arising from the acts or omissions of THE FIRM hereunder, or arising from THE FIRM's performance of or failure to perform any term, provision, covenant or condition of this Agreement, except to the extent such claims or liabilities arise from the negligence or willful misconduct of CITY, its officers, agents or employees.

B. CITY acknowledges THE FIRM is being appointed as CITY Attorney pursuant to the authority of BELLE ISLE CITY CHARTER, and has the authority of that office. Therefore, CITY agrees to undertake its statutory duty and indemnify THE FIRM, its officers, employees and agents against and will hold and save each of them harmless from, any and all claims or liabilities that may be asserted or claims by any person, firm or entity arising out of or in connection with the work, operations or activities of THE FIRM within the course and scope of its employment hereunder, but nothing herein shall require CITY to indemnify THE FIRM for liability arising from its own negligence.

In connection herewith:

- (i) CITY will promptly provide a defense and pay any judgment rendered against the CITY, its officers, agency or employees for any such claims or liabilities arising out of or in connection with such work, operations or activities of CITY hereunder;
- (ii) In the event THE FIRM, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against CITY for such damages or other claims solely arising out of or in connection with the work operation or activities of CITY hereunder, CITY agrees to pay to THE FIRM, its officers, agents or employees any and all costs and expenses incurred by attorney, its officers, agents or

employees in such action or proceeding, including but not limited to, legal costs and attorneys' fees.

SECTION 13 - NOTICES

Notices required pursuant to this Agreement shall be given by personal service upon the party to be notified, or by delivery of same into the custody of the United States Postal Service, or its lawful successor; postage prepaid and addressed as follows:

CITY: CITY of BELLE ISLE
1600 Nela Ave
Belle Isle, FL 32809

CITY ATTORNEY

Attention: CITY Manager

Service of a notice by personal service shall be deemed to have been given as of the date of such personal service. Notice given by deposit with the United States Postal Service shall be deemed to have been given two (2) consecutive business days following the deposit of the same in the custody of said Postal Service. Either party hereto may, from time to time, by written notice to the other, designate a different address or person which shall be substituted for that specified above.

Section 14 - NON-DISCRIMINATION

In connection with the execution of this Agreement, THE FIRM shall not discriminate against any employee or applicant for employment because of race, religion, marital status, color, sex, disability, sexual persuasion, or national origin. THE FIRM shall take affirmative action to ensure that applicants are employed, and that employees are treated fairly during their employment, without regard to their race, religion, color, sex, marital status, disability, sexual persuasion, or national origin. Such actions shall include, but not be limited to the following: employment, promotion, demotion, transfer, duties assignment; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

Section 15 - CONFLICTS

THE FIRM has no present or contemplated employment which is adverse to the CITY. THE FIRM agrees that it shall not represent clients in matters either litigation or non-litigation against the CITY. However, THE FIRM may have past and present clients or may have future clients, which, from time to time, may have interests adverse to CITY, and THE FIRM reserves the right to represent such clients in matters not connected with its representation of the CITY. If a potential conflict of interest arises in THE FIRM's representation of two clients, if such conflict is only speculative or minor, THE FIRM shall seek waivers from each client with regards to such representation. However, if real conflicts exist, THE FIRM would withdraw from representing either client in the matter, and assist them in obtaining outside special counsel.

SECTION 16 - TERM, DISCHARGE AND WITHDRAWAL

This Agreement shall commence on the date it is signed by both parties (Effective Date), and shall remain in full force and effect until as stated in Section 3 of this Agreement or terminated by either party hereto. CITY may discharge THE FIRM at any time. The CITY Attorney shall have no right to hearing or notice, and may be discharged with or without notice. THE FIRM may withdraw from CITY's representation at any time, to the extent permitted by law, and the Rules of Professional Conduct, upon at least sixty (60) days' notice to CITY.

In the event of such discharge or withdrawal, CITY will pay THE FIRM professional fees and costs, in accordance with this Agreement, for all work done (and costs incurred) through the date of cessation of legal representation, including without limitation, proration of the monthly retainer amount to the date of such cessation. CITY agrees to execute, upon request, a stipulation in such form as to permit THE FIRM to withdraw as CITY's attorneys of record in any legal action then pending. THE FIRM shall deliver all documents and records of CITY to CITY, or to counsel designated by CITY, and assist to the fullest extent possible in the orderly transition of all pending matters to CITY's new counsel.

SECTION 17 - INTEGRATED AGREEMENT; AMENDMENT

This Agreement contains all of the agreements of the parties and cannot be amended or modified except by written agreement. No prior oral or written understanding shall be of any force or effect with respect to those matters covered in this Agreement; and the current agreement between the CITY and THE FIRM regarding legal services for the CITY is hereby terminated as of _____. This Agreement may be amended at any time by the mutual consent of the parties by an instrument in writing.

SECTION – 18 - CORPORATE AUTHORITY

The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that in so executing this Agreement the parties hereto are formally bound to the provisions of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date of execution by the City.



CITY OF BELLE ISLE, FLORIDA

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

April 28, 2017

To: City Council

From: April Fisher, Planning Consultant

Re: Rezoning Request

Project Location: 7710, 7728, and 7740 Daetwyler Drive
Applicant Request: Planned Development (PD) and Preliminary Subdivision Plan
Existing Zoning/Use: R-2/ Vacant
Future Land Use: MDR

Application Overview

The proposed application is for a Planned Development (PD) zoning designation that includes 28 townhomes with recreational amenities. The property is located within the jurisdiction of the City of Belle Isle, currently with a zoning designation of Multiple-family Dwelling District (R-2). The Future Land Use designation is Medium Density Residential (MDR).

Sec. 54-77 of the City Code identifies requirements for the PD zoning district. This application is the first step in the process for review and approval of a preliminary concept plan. The concept plan may also serve as the preliminary plat when platting is required.

Staff Review

The proposed plan for 28 townhomes and amenities complies with the code with respect to density and allowed uses. The MDR Future Land Use designation allows a density range of 5.6 to 10 dwelling units per acre. The proposed development is at 7.6 dwelling units per acre.

The development proposal specifically meets the following policies of the Belle Isle Comprehensive Plan:

1. FUTURE LAND USE POLICY 1.2.2: The Residential land use categories shown on the Future Land Use Map shall have the following maximum densities for both development and redevelopment: (excerpted for items that pertain)

b) Medium Density Residential: 5.6 to 10 units per acre

The proposed PD meets this policy as it provides 7.6 dwelling units per acre.

2. FUTURE LAND USE POLICY 1.3.5: The City shall continue to deter blight conditions through enforcement of the Zoning Code, which prohibits unsightly conditions and unhealthy collection of debris, to protect the Public health, safety and welfare.

The proposed PD meets this policy as it is redeveloping a former mobile park and restaurant with a boat ramp and two docks that currently remain on site. The proposed PD removes these blighted conditions and proposes a gated, upscale residential development with recreation amenities, including removing the boat ramp and docks to replace with a 10-slip boat dock with two fishing and observation decks.

By removing the existing boat ramp, the applicant is reducing the impact of undesirable boat launching into the lake. Although the proposed dock with ten slips is larger than the standard dock regulations in the Belle Isle zoning code, it is an improvement over the existing docks and boat ramp on the property, that could otherwise remain and be utilized under the code's grandfathering provisions (Sec. 48-34). PD zoning is contractual zoning; therefore, it can have different standards applied than the requirements of Chapter 48 regarding boat docks, without violating the code as long as they are detailed as part of the PD entitlement documents.

Because the proposed dock, at 3,540 square feet, is larger than 1,000 square feet, it would also receive additional oversight in permitting through the State of Florida and possibly Orange County review, to ensure environmental resources and water are not being negatively impacted.

3. FUTURE LAND USE Policy 1.4.4: The City shall encourage the use of low impact development design techniques for private development and as part of its own public work projects. Such practices may include, but are not limited to: (excerpted for items that pertain)
 - a. Development that adheres to the principles of "New Urbanism" or "Traditional Neighborhood Development".
 - b. Clustering of development.
 - l. Minimization of impervious surfaces through use of shared driveways and parking lots.
 - m. Reduction in impervious driveways through reduced building setbacks.
 - n. Reduction in street paving by providing reduced street frontages for lots.

The proposed PD meets this policy as it provides 28 townhomes meeting standards of new urbanism and traditional neighborhood design through increased density, walkability within the development, clustering the residential units on site. If the property were developed under the current zoning district of R-2, this policy could not

be met, as it restricts development opportunities to single-family detached or duplex type structures.

Additionally, the design of the PD provides a public space (Tract "C"- Common Area) at its center.

Reduced setbacks and shared driveways with on-street parking adjacent to the Common Area minimize impervious surfaces. The development has reduced street paving by providing reduced street frontage and increasing open space areas. This results in an open space and recreation area of 36.7% of the site.

Staff Recommendations (presented at the Planning and Zoning Board meeting April 25, 2017)

1. Staff recommends approval of the proposed PD, with the following conditions:
 - A. that the existing boat docks and boat ramp on the property be removed prior to the installation of the proposed 10-slip boat dock and fishing and observation docks;
 - B. that the proposed 10-slip boat dock not be permitted by the City nor constructed prior to 25% of the total number of units approved with this PD are permitted, constructed, and receive a certificate of occupancy;
 - C. that the 10-slip boat dock be deed restricted to use only by residents/property owners within the development and not utilized for commercial lease or profit;
 - D. that no mooring be allowed on the fishing and observation docks; and
 - E. that architectural renderings of the proposed townhomes be required at the Development Plan approval process and become part of the development plan design standards.

Planning and Zoning Board Recommendation

The Planning and Zoning Board held a public hearing to review the proposed PD and preliminary concept plan at their April 25, 2017 meeting. The Board recommends approval of the PD through Ordinance 17-03, with the following conditions, which have been added to the ordinance:

- A. that the existing boat docks and boat ramp on the property be removed prior to the installation of the proposed 10-slip boat dock and fishing and observation docks;
- B. that the proposed 10-slip boat dock not be permitted by the City nor constructed prior to 25% of the total number of units approved with this PD are permitted, constructed, and receive a certificate of occupancy;
- C. that the 10-slip boat dock be deed restricted to use only by residents/property owners within the development and not utilized for commercial lease or profit;
- D. that no mooring be allowed on the fishing and observation docks; and

- E. that architectural renderings of the proposed townhomes be required at the Development Plan approval process and become part of the development plan design standards.
- F. that the layout and design of the boat dock shall be determined through a separate Belle Isle permitting process following the Belle Isle boat dock regulations, except that the terminal platform of the fishing and observation docks shall be no larger than ten feet by twenty feet (10' X 20'), no storage lockers are allowed, the height of the docks shall be no greater than five feet above the Normal High Water Line (NHWL), and, the maximum size of the 10-slip boat dock terminal platform shall be 3600 square feet; and,
- G. that copies of the State Department of Environmental Protection (DEP) and Orange County permits issued for lakefront clearing shall be provided with the Development Plan submittal.

Next Steps

City Council may approve, approve with conditions, or deny the request for rezoning to PD with the preliminary concept plan. It is important to note that if approved pursuant to the Planning and Zoning Board recommended conditions, the preliminary concept plan, "Exhibit B" in Ordinance 17-03, will need to be revised to remove the two waiver requests on Page C-4 for dock length and total dock and slip area as those have been addressed in Condition "F" above.

Upon City Council approval, the Property Owner/Applicant shall submit a development plan pursuant to the provisions of Chapter 54, Section 54-77 (e) (4) of the Land Development Code of the Belle Isle Code of Ordinances. The development plan must be reviewed and approved by City Council.

If the Property Owner/Applicant fails to obtain final approval of said plan within one year of the effective date of this ordinance, the zoning classification of the property shall revert to R-2 pursuant to the provisions of Section 54-77 (e) (4).

Attachments:

- Ordinance 17-03 with Exhibit "A"- Legal Description and Exhibit "B"- Preliminary Conceptual Plan
- Applicant's Letter

1 Land Development Code of the Belle Isle Code of Ordinances and found it to be compatible with the surrounding
2 areas and consistent with the density permitted under the City of Belle Isle Comprehensive Plan; and

3 **NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Belle, Florida as follows:
4

5 **SECTION 1.** The property located on Daetwyler Drive, Belle Isle, Florida, being more particularly described as
6 **PARCEL NUMBER 29-23-30-0000-00-013, 29-23-30-4986-00-010 AND 29-23-30-4986-00-040** Orange County
7 Records, is rezoned from R-2 to PD with the following conditions:

- 8 A. that the existing boat docks and boat ramp on the property be removed prior to the installation of the
9 proposed 10-slip boat dock and fishing and observation docks;
- 10 B. that the proposed 10-slip boat dock not be permitted by the City nor constructed prior to 25% of the
11 total number of units approved with this PD are permitted, constructed, and receive a certificate of
12 occupancy;
- 13 C. that the 10-slip boat dock be deed restricted to use only by residents/property owners within the
14 development and not utilized for commercial lease or profit;
- 15 D. that no mooring be allowed on the fishing and observation docks;
- 16 E. that architectural renderings of the proposed townhomes be required at the Development Plan
17 approval process and become part of the development plan design standards;
- 18 F. that the layout and design of the boat dock shall be determined through a separate Belle Isle permitting
19 process following the Belle Isle boat dock regulations, except that the terminal platform of the fishing
20 and observation docks shall be no larger than ten feet by twenty feet (10' X 20'), no storage lockers are
21 allowed, the height of the docks shall be no greater than five feet above the Normal High Water Line
22 (NHWL), and, the maximum size of the 10-slip boat dock terminal platform shall be 3600 square feet;
23 and,

1 G. that copies of the State Department of Environmental Protection (DEP) and Orange County permits
2 issued for lakefront clearing shall be provided with the Development Plan submittal.
3

4 **SECTION 2.** The Property Owner/Applicant shall submit a development plan pursuant to the provisions of
5 Chapter 54, Section 54-77 (e) (4) of the Land Development Code of the Belle Isle Code of Ordinances and if the
6 Property Owners fail to obtain final approval of said plan within one year of the effective date of this ordinance,
7 the zoning classification of the property shall revert to R-2 pursuant to the provisions of Section 54-77 (e) (4).
8

9 **SECTION 3.** Severability. If any word, phrase, sentence, clause or other portion of this Ordinance is determined
10 to be invalid, void or unconstitutional, the remainder of this Ordinance shall remain in effect.
11

12 **SECTION 4.** Effective date. This Ordinance shall take effect immediately.
13

14 First Reading held this 2nd day of May, 2017

15 Second Reading held this 16th day of May, 2017

16 Advertised for Second Reading on the 6th day of May 2017.
17
18
19

	YES	NO	ABSENT
20 Ed Gold	_____	_____	_____
21			
22			
23 Anthony Carugno	_____	_____	_____
24			
25			

1 Jeremy Weinsier _____

2

3 Bobby Lance _____

4

5 Harvey Readey _____

6

7 Lenny Mosse _____

8

9 Sue Nielsen _____

10

11 _____

12 **LYDIA PISANO, MAYOR**

13

14 **ATTEST:** _____

15 **Yolanda Quiceno, CMC-City Clerk**

16

17 _____

18 **Approved as to form and legality**

19 **Frank Kruppenbacher, City Attorney**

20 **STATE OF FLORIDA**

21 **COUNTY OF ORANGE**

22

23

24

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1 **I, Yolanda Quiceno, CITY CLERK** of the City of Belle Isle do hereby certify that the above and foregoing document
2 ORDINANCE 17-03 was duly and legally passed by the Belle Isle City Council, in session assembled on the
3 _____ day of _____ 2017, at which session a quorum of its members were present.

4

5

6 Yolanda Quiceno, CMC-City Clerk

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Exhibit "A"

LEGAL DESCRIPTION (South Parcels):

LOTS 1 THROUGH 4, LARKINVILLE USA, ACCORDING TO THE PLAT THEREOF, RECORDED IN PLAT BOOK 15, PAGE 16, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

CONTAINS 48,895 SQUARE FEET OR 1.1225 ACRES MORE OR LESS.

LEGAL DESCRIPTION (North Parcels):

TRACT 1:

THAT PART OF THE SOUTH 75 FEET OF THE NORTH 235 FEET OF THE SOUTH ONE HALF OF GOVERNMENT LOT 3, OF SECTION 29, TOWNSHIP 23 SOUTH, RANGE 30 EAST, ORANGE COUNTY, FLORIDA, LYING WEST OF THE COUNTY PAVED ROAD.

TRACT 2:

BEGINNING AT A POINT WHICH IS 825.5 FEET SOUTH AND 1792.85 FEET WEST OF THE NORTHEAST CORNER OF GOVERNMENT LOT 3, OF SECTION 29, TOWNSHIP 23 SOUTH, RANGE 30 EAST, ORANGE COUNTY, FLORIDA, SAID POINT OF BEGINNING, BEING IN THE ORIGINAL GOVERNMENT MEANDER LINE OF THE EASTERLY SHORE OF "LAKE CONWAY"; RUN WITH THE SAID ORIGINAL GOVERNMENT MEANDER LINE SOUTH 3 DEGREES 57 MINUTES WEST, 75.18 FEET TO A POINT IN THE SOUTH LINE OF THE SOUTH 75 FEET OF THE NORTH 235 FEET OF THE SOUTH HALF OF GOVERNMENT LOT 3; THENCE WITH THE EXTENSION OF SAID SOUTH LINE, WESTERLY 64.0 FEET TO A 4" X 4" CONCRETE MONUMENT SET ON THE 86.4 FOOT CONTOUR LINE AS ESTABLISHED FROM THE UNITED STATES COAST AND GEODETIC SURVEY DATUM THENCE WITH SAID 86.4 FOOT CONTOUR LINE NORTH 0 DEGREES 29 MINUTES WEST, 75.0 FEET TO A POINT IN THE NORTH LINE OF THE SOUTH 75 FEET OF THE NORTH 235 FEET OF THE SOUTH HALF OF SAID GOVERNMENT LOT 3, EXTENDED WESTERLY; THENCE WITH NORTH LINE EASTERLY 70.0 FEET TO THE POINT OF BEGINNING.

TRACT 3:

THE NORTH 160 FEET OF THE SOUTH ONE HALF OF GOVERNMENT LOT 3, OF SECTION 29, TOWNSHIP 23 SOUTH, RANGE 30 EAST, ORANGE COUNTY, FLORIDA, LYING WEST OF THE COUNTY ROAD.

TRACT 4:

BEGINNING AT A POINT 666.53 FEET SOUTH AND 1784.45 FEET WEST OF THE NORTHEAST CORNER OF GOVERNMENT LOT 3, SECTION 29, TOWNSHIP 23 SOUTH, RANGE 30 EAST, ORANGE COUNTY, FLORIDA, SAID POINT BEING AT THE INTERSECTION OF THE ORIGINAL GOVERNMENT MEANDER LINE OF LAKE CONWAY WITH THE PROJECTED SOUTH LINE OF LOT 7, BLOCK 2, OF SILVER BEACH SUBDIVISION, AS PER PLAT THEREOF RECORDED IN PLAT BOOK L. PAGE 72, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA, SAID POINT OF BEGINNING BEING WESTERLY ALONG THE PROJECTION OF THE SOUTH LINE OF SAID LOT 7 AND 66.9 FEET FROM THE ORIGINAL SOUTHWEST CORNER OF LOT 7, BLOCK 2 OF SILVER BEACH SUBDIVISION, RUN THENCE WITH THE ORIGINAL GOVERNMENT MEANDER LINE SOUTH 3 DEGREES 57 MINUTES WEST 160.38 FEET TO A CONCRETE MONUMENT IN THE SOUTH LINE OF THE NORTH 160 FEET OF THE SOUTH HALF OF GOVERNMENT LOT 3; THENCE WITH SAID LINE WEST 70.0 FEET TO A 4" X 4" CONCRETE MONUMENT SET IN THE 86.4 FOOT CONTOUR LINE AS ESTABLISHED BY THE UNITED STATES COAST AND GEODETIC SURVEY DATUM; THENCE WITH THE SAID 86.4 CONTOUR LINE, NORTH 15 DEGREES 33 MINUTES EAST, 166.08 FEET TO A 4" X 4" CONCRETE MONUMENT IN THE SOUTH LINE OF SILVER BEACH SUBDIVISION; THENCE WITH SAID LINE EAST 36.5 FEET TO THE POINT OF BEGINNING.

LESS THAT PART OF TRACTS 3 AND 4 BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LAND DESCRIPTION CREATED: A TRACT OF LAND SITUATED IN SECTION 29, TOWNSHIP 23 SOUTH, RANGE 30 EAST, ORANGE COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT AT THE INTERSECTION OF THE ORIGINAL GOVERNMENT MEANDER LINE OF LAKE CONWAY WITH THE PROJECTED SOUTH LINE OF LOT 7, BLOCK 2 OF SILVER BEACH SUBDIVISION, AS PER PLAT THEREOF, RECORDED IN PLAT BOOK L, PAGE 72, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA, SAID POINT OF BEGINNING BEING WESTERLY ALONG THE PROJECTION OF THE SOUTH LINE OF SAID LOT 7 AND 66.9 FEET FROM THE ORIGINAL SOUTHWEST CORNER OF SAID LOT 7; THENCE RUN NORTH 89 DEGREES 38 MINUTES 25 SECONDS WEST ALONG THE NORTH LINE OF THE SOUTH HALF OF GOVERNMENT LOT 3 BEING THE PROJECTED SOUTH LINE OF SAID SILVER BEACH SUBDIVISION FOR A DISTANCE OF 45.47 FEET TO A POINT OF INTERSECTION WITH THE NORMAL HIGH WATER LINE OF LAKE CONWAY; THENCE ALONG SAID NORMAL HIGHWATER LINE THE FOLLOWING COURSE AND DISTANCE: SOUTH 10 DEGREES 58 MINUTES 06 SECONDS WEST, 7.89 FEET; SOUTH 26 DEGREES 24 MINUTES 46 SECONDS EAST, 17.24 FEET; SOUTH 10 DEGREES 37 MINUTES 44 SECONDS WEST, 47.43 FEET; SOUTH 12 DEGREES 35 MINUTES 16 SECONDS WEST, 17.64 FEET; SOUTH 13 DEGREES 16 MINUTES 08 SECONDS WEST, 13.50 FEET; THENCE SOUTH 89 DEGREES 38 MINUTES 25 SECONDS

EAST PARALLEL WITH SAID NORTH LINE OF SAID SOUTH HALF OF GOVERNMENT LOT 3, A DISTANCE OF 143.52 FEET; THENCE NORTH 10 DEGREES 37 MINUTES 44 SECONDS EAST, A DISTANCE OF 101.84 FEET TO A POINT OF INTERSECTION WITH SAID NORTH LINE; THENCE NORTH 89 DEGREES 38 MINUTES 25 SECONDS WEST ALONG SAID NORTH LINE, 107.31 FEET TO SAID POINT OF BEGINNING.

TRACT 5:

A TRACT OF LAND SITUATED IN SECTION 29, TOWNSHIP 23 SOUTH, RANGE 30 EAST, ORANGE COUNTY, FLORIDA, BEING MORE

PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT AT THE INTERSECTION OF THE ORIGINAL GOVERNMENT MEANDER LINE OF LAKE CONWAY WITH THE PROJECTED SOUTH LINE OF LOT 7, BLOCK 2 OF SILVER BEACH SUBDIVISION, AS PER PLAT THEREOF RECORDED IN PLAT BOOK L, PAGE 72, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA, SAID POINT OF BEGINNING BEING WESTERLY ALONG THE PROJECTION OF THE SOUTH LINE OF SAID LOT 7 AND 66.9 FEET FROM THE ORIGINAL SOUTHWEST CORNER OF SAID LOT 7; THENCE RUN NORTH 89 DEGREES 38 MINUTES 25 SECONDS WEST ALONG THE NORTH LINE OF THE SOUTH HALF OF GOVERNMENT LOT 3 BEING THE PROJECTED SOUTH LINE OF SAID SILVER BEACH SUBDIVISION FOR A DISTANCE OF 45.47 FEET TO A POINT OF INTERSECTION WITH THE NORMAL HIGH WATER LINE OF LAKE CONWAY; THENCE ALONG SAID NORMAL HIGH WATER LINE THE FOLLOWING COURSE AND DISTANCE: SOUTH 10 DEGREES 58 MINUTES 06 SECONDS WEST, 7.89 FEET; SOUTH 26 DEGREES 24 MINUTES 46 SECONDS EAST, 17.24 FEET; SOUTH 10 DEGREES 37 MINUTES 44 SECONDS WEST, 47.43 FEET; SOUTH 12 DEGREES 35 MINUTES 16 SECONDS WEST, 17.64 FEET; SOUTH 13 DEGREES 16 MINUTES 08 SECONDS WEST, 13.50 FEET; THENCE SOUTH 89 DEGREES 38 MINUTES 25 SECONDS EAST, PARALLEL WITH SAID NORTH LINE OF SAID SOUTH HALF OF GOVERNMENT LOT 3, A DISTANCE OF 143.52 FEET; THENCE NORTH 10 DEGREES 37 MINUTES 44 SECONDS EAST, A DISTANCE OF 101.84 FEET TO A POINT OF INTERSECTION WITH SAID NORTH LINE; THENCE NORTH 89 DEGREES 38 MINUTES 25 SECONDS WEST ALONG SAID NORTH LINE, 107.31 FEET TO SAID POINT OF BEGINNING.

CONTAINS 116,262 SQUARE FEET OR 2.6690 ACRES MORE OR LESS.

PLANNED DEVELOPMENT/ PRELIMINARY SUBDIVISION PLAN FOR **SILVER ISLES TOWNHOME PROJECT** **7710, 7728, AND 7740 DAETWYLER DRIVE** **BELLE ISLE, ORANGE COUNTY, FLORIDA**

PARCEL I.D. Nos. 29-23-30-4986-00-010, 29-23-30-4986-00-040, AND 29-23-30-4986-00-013

OWNER/APPLICANT: COMINS DEVELOPMENT
9145 NARCOOSSEE RD. #102
ORLANDO, FL 32832
PHONE: 407-281-8455

GEOTECHNICAL: UNIVERSAL ENGINEERING SCIENCES
3532 MAGGIE BLVD.
ORLANDO, FLORIDA 32811
PHONE: 407-423-0504

SURVEYOR: IRELAND & ASSOCIATES SURVEYING INC
1300 INTERNATIONAL PKWY #2001
LAKE MARY, FLORIDA 32746
PHONE: 407-678-3366

PERMITTING AGENCIES

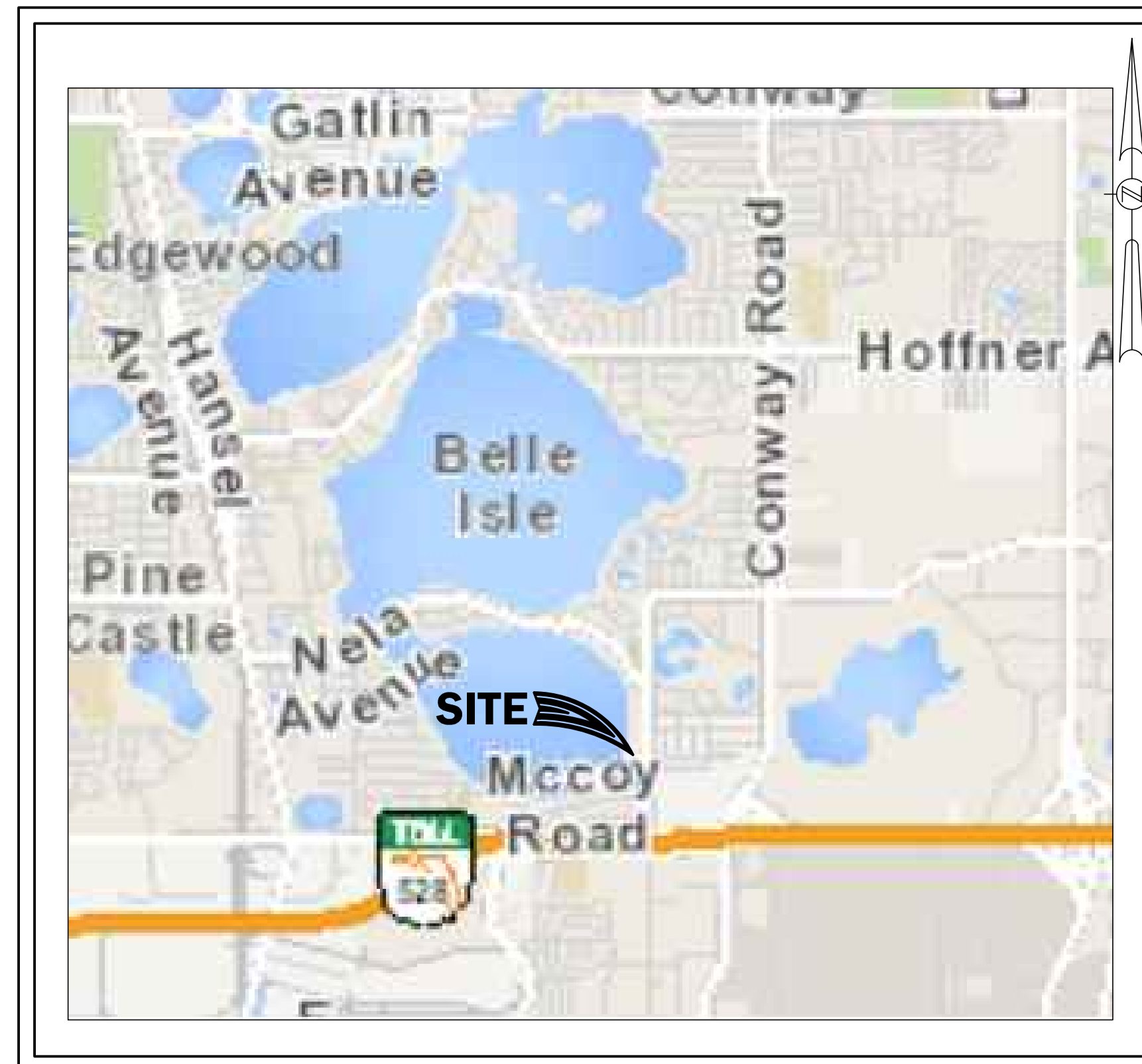
S.J.R.W.M.D.: ENVIRONMENTAL RESOURCE PERMIT
F.D.E.P.: WATER AND WASTEWATER SYSTEM PERMITS
F.D.E.P.: NOTICE OF INTENT (NPDES PERMIT)
CITY OF BELLE ISLE: SUBDIVISION PLAN APPROVAL
ORLANDO UTILITIES COMMISSION: WATER SYSTEM PERMITS

UTILITY COMPANIES

WATER: (407) 434-2576
WASTEWATER: (407) 254-9764
WASTEWATER: (407) 246-3525
ELECTRIC: (407) 905-3321
TELEPHONE: (561) 997-0240
CABLE: (407) 532-8509
CABLE: (352) 516-3824

ORLANDO UTILITIES COMMISSION
ORANGE COUNTY UTILITIES
CITY OF ORLANDO BUREAU OF WASTEWATER
DUKE ENERGY
AT&T
SPECTRUM
COMCAST CABLE COMMUNICATIONS

SITE VICINITY MAP



NOT TO SCALE

PLAN INDEX

- C-1 COVER SHEET**
- C-2 BOUNDARY & TOPOGRAPHIC SURVEY, SHEET 1 OF 2**
- C-3 BOUNDARY & TOPOGRAPHIC SURVEY, SHEET 2 OF 2**
- C-4 SITE GEOMETRY PLAN**
- C-5 PRELIMINARY SITE DRAINAGE & UTILITY PLANS**



Engineering the Future

5127 S. Orange Avenue, Suite 200
Orlando, FL 32809
Phone: 407-895-0324
Fax: 407-895-0325

www.feg-inc.us

FLORIDA ENGINEERING GROUP, INC.
CERTIFICATE No. EB-0006595

JEAN M. ABI-AOUN, P.E.
LICENSE NO. 45128

LEGAL DESCRIPTION:

TRACT 1: THAT PART OF THE SOUTH 75 FEET OF THE NORTH 235 FEET OF THE SOUTH ONE HALF OF GOVERNMENT LOT 3, OF SECTION 29, TOWNSHIP 23 SOUTH, RANGE 30 EAST, ORANGE COUNTY, FLORIDA, LYING WEST OF THE COUNTY PAVED ROAD.

TRACT 2: BEGINNING AT A POINT WHICH IS 825.5 FEET SOUTH AND 1792.95 FEET WEST OF THE NORTHEAST CORNER OF GOVERNMENT LOT 3, OF SECTION 29, TOWNSHIP 23 SOUTH, RANGE 30 EAST, ORANGE COUNTY, FLORIDA, SAID POINT OF BEGINNING, BEING IN THE ORIGINAL GOVERNMENT MEANDER LINE OF THE EASTERLY SHORE OF "LAKE CONWAY"; RUN WITH THE SAID ORIGINAL GOVERNMENT MEANDER LINE SOUTH 3 DEGREES 57 MINUTES WEST, 75.18 FEET TO A POINT IN THE SOUTH LINE OF THE NORTH 235 FEET OF THE SOUTH HALF OF GOVERNMENT LOT 3; THENCE WITH THE EXTENSION OF SAID SOUTH LINE WESTERLY 64.0 FEET TO A 4" X 4" CONCRETE MONUMENT SET ON THE 86.4 FOOT CONTOUR LINE AS ESTABLISHED FROM THE UNITED STATES COAST AND GEODETIC SURVEY DATUM THENCE WITH SAID 86.4 FOOT CONTOUR LINE NORTH 0 DEGREES 29 MINUTES WEST, 75.0 FEET TO A POINT IN THE NORTH LINE OF THE SOUTH 75 FEET OF THE NORTH 235 FEET OF THE SOUTH HALF OF SAID GOVERNMENT LOT 3, EXTENDED WESTERLY; THENCE WITH NORTH LINE EASTERLY 70.0 FEET TO THE POINT OF BEGINNING.

TRACT 3: THE NORTH 160 FEET OF THE SOUTH ONE HALF OF GOVERNMENT LOT 3, OF SECTION 29, TOWNSHIP 23 SOUTH, RANGE 30 EAST, ORANGE COUNTY, FLORIDA, LYING WEST OF THE COUNTY ROAD.

TRACT 4: BEGINNING AT A POINT 666.53 FEET SOUTH AND 1784.45 FEET WEST OF THE NORTHEAST CORNER OF GOVERNMENT LOT 3, SECTION 29, TOWNSHIP 23 SOUTH, RANGE 30 EAST, ORANGE COUNTY, FLORIDA, SAID POINT BEING AT THE INTERSECTION OF THE ORIGINAL GOVERNMENT MEANDER LINE OF LAKE CONWAY WITH THE PROJECTED SOUTH LINE OF LOT 7, BLOCK 2, OF SILVER BEACH SUBDIVISION, AS PER PLAT THEREOF RECORDED IN PLAT BOOK L, PAGE 72, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA, SAID POINT OF BEGINNING BEING WESTERLY ALONG THE PROJECTION OF THE SOUTH LINE OF SAID LOT 7 AND 66.9 FEET FROM THE ORIGINAL SOUTHWEST CORNER OF LOT 7, BLOCK 2 OF SILVER BEACH SUBDIVISION, RUN THENCE WITH THE ORIGINAL GOVERNMENT MEANDER LINE SOUTH 3 DEGREES 57 MINUTES WEST 160.38 FEET TO A CONCRETE MONUMENT IN THE SOUTH LINE OF THE NORTH 160 FEET OF THE SOUTH HALF OF GOVERNMENT LOT 3; THENCE WITH SAID LINE WEST 70.0 FEET TO A 4" X 4" CONCRETE MONUMENT SET IN THE 86.4 FOOT CONTOUR LINE AS ESTABLISHED BY THE UNITED STATES COAST AND GEODETIC SURVEY DATUM; THENCE WITH THE SAID 86.4 CONTOUR LINE, NORTH 15 DEGREES 33 MINUTES EAST, 166.08 FEET TO A 4" X 4" CONCRETE MONUMENT IN THE SOUTH LINE OF SILVER BEACH SUBDIVISION; THENCE WITH SAID LINE EAST 36.5 FEET TO THE POINT OF BEGINNING.

LESS THAT PART OF TRACTS 3 AND 4 BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: LAND DESCRIPTION CREATED: A TRACT OF LAND SITUATED IN SECTION 29, TOWNSHIP 23 SOUTH, RANGE 30 EAST, ORANGE COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT AT THE INTERSECTION OF THE ORIGINAL GOVERNMENT MEANDER LINE OF LAKE CONWAY WITH THE PROJECTED SOUTH LINE OF LOT 7, BLOCK 2 OF SILVER BEACH SUBDIVISION, AS PER PLAT THEREOF RECORDED IN PLAT BOOK L, PAGE 72, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA, SAID POINT OF BEGINNING BEING WESTERLY ALONG THE PROJECTION OF THE SOUTH LINE OF SAID LOT 7 AND 66.9 FEET FROM THE ORIGINAL SOUTHWEST CORNER OF SAID LOT 7; THENCE RUN NORTH 89 DEGREES 38 MINUTES 25 SECONDS WEST ALONG THE NORTH LINE OF THE SOUTH HALF OF GOVERNMENT LOT 3 BEING THE PROJECTED SOUTH LINE OF SAID SILVER BEACH SUBDIVISION FOR A DISTANCE OF 45.47 FEET TO A POINT OF INTERSECTION WITH THE NORMAL HIGH WATER LINE OF LAKE CONWAY; THENCE ALONG SAID NORMAL HIGH WATER LINE THE FOLLOWING COURSE AND DISTANCE: SOUTH 10 DEGREES 58 MINUTES 06 SECONDS WEST, 7.89 FEET; SOUTH 26 DEGREES 24 MINUTES 46 SECONDS EAST, 17.24 FEET; SOUTH 10 DEGREES 37 MINUTES 44 SECONDS WEST, 47.43 FEET; SOUTH 12 DEGREES 35 MINUTES 16 SECONDS WEST, 17.64 FEET; SOUTH 13 DEGREES 18 MINUTES 08 SECONDS WEST, 13.50 FEET; THENCE SOUTH 89 DEGREES 38 MINUTES 25 SECONDS EAST PARALLEL WITH SAID NORTH LINE OF SAID SOUTH HALF OF GOVERNMENT LOT 3, A DISTANCE OF 143.52 FEET; THENCE NORTH 10 DEGREES 37 MINUTES 44 SECONDS EAST, A DISTANCE OF 101.84 FEET TO A POINT OF INTERSECTION WITH SAID NORTH LINE; THENCE NORTH 89 DEGREES 38 MINUTES 25 SECONDS WEST ALONG SAID NORTH LINE, 107.31 FEET TO SAID POINT OF BEGINNING.

TRACT 5: A TRACT OF LAND SITUATED IN SECTION 29, TOWNSHIP 23 SOUTH, RANGE 30 EAST, ORANGE COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT AT THE INTERSECTION OF THE ORIGINAL GOVERNMENT MEANDER LINE OF LAKE CONWAY WITH THE PROJECTED SOUTH LINE OF LOT 7, BLOCK 2 OF SILVER BEACH SUBDIVISION, AS PER PLAT THEREOF RECORDED IN PLAT BOOK L, PAGE 72, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA, SAID POINT OF BEGINNING BEING WESTERLY ALONG THE PROJECTION OF THE SOUTH LINE OF SAID LOT 7 AND 66.9 FEET FROM THE ORIGINAL SOUTHWEST CORNER OF SAID LOT 7; THENCE RUN NORTH 89 DEGREES 38 MINUTES 25 SECONDS WEST ALONG THE NORTH LINE OF THE SOUTH HALF OF GOVERNMENT LOT 3 BEING THE PROJECTED SOUTH LINE OF SAID SILVER BEACH SUBDIVISION FOR A DISTANCE OF 45.47 FEET TO A POINT OF INTERSECTION WITH THE NORMAL HIGH WATER LINE OF LAKE CONWAY; THENCE ALONG SAID NORMAL HIGH WATER LINE THE FOLLOWING COURSE AND DISTANCE: SOUTH 10 DEGREES 58 MINUTES 06 SECONDS WEST, 7.89 FEET; SOUTH 26 DEGREES 24 MINUTES 46 SECONDS EAST, 17.24 FEET; SOUTH 10 DEGREES 37 MINUTES 44 SECONDS WEST, 47.43 FEET; SOUTH 12 DEGREES 35 MINUTES 16 SECONDS WEST, 17.64 FEET; SOUTH 13 DEGREES 18 MINUTES 08 SECONDS WEST, 13.50 FEET; THENCE SOUTH 89 DEGREES 38 MINUTES 25 SECONDS EAST, PARALLEL WITH SAID NORTH LINE OF SAID SOUTH HALF OF GOVERNMENT LOT 3, A DISTANCE OF 143.52 FEET; THENCE NORTH 10 DEGREES 37 MINUTES 44 SECONDS EAST, A DISTANCE OF 101.84 FEET TO A POINT OF INTERSECTION WITH SAID NORTH LINE; THENCE NORTH 89 DEGREES 38 MINUTES 25 SECONDS WEST ALONG SAID NORTH LINE, 107.31 FEET TO SAID POINT OF BEGINNING.

CONTAINS 116,262 SQUARE FEET OR 2.6690 ACRES MORE OR LESS.

ALTA / ACSM Land Title Survey

SCHEDULE B - Section II EXCEPTIONS:

Issued by: Westor Land Title Insurance Company Underwriter: Absolute Title of Central Florida, LLC Plant File #: 15-36930 Agent File #: AT-301 Effective Date: July 27, 2015 @ 8:00 AM

- 1. Defects, liens, encumbrances, adverse claims or other matters, if any, created, first appearing in the public records or attaching subsequent to the effective date hereof but prior to the date the proposed insured acquires for value of record the estate or interest or mortgage therein covered by this commitment. Not Applicable to the Survey.
2. Rights or claims of parties in possession not shown by the Public Records. Not Applicable to the Survey.
3. Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete survey of the Land. The term "encroachment" includes encroachments of existing improvements located on the land onto adjoining land, and encroachments on the Land of existing improvements located on the adjoining land. Not Applicable to the Survey.
4. Easements or claims of easements not shown by the Public Records. Not Applicable to the Survey.
5. Taxes and special assessments which are not shown as existing liens by the public records. Not Applicable to the Survey.
6. Taxes and assessments for the year 2015 and subsequent years, which are not yet due and payable. Not Applicable to the Survey.
7. Easements in favor of Florida Power Corporation recorded in Official Records Book 1680, Page 618, of the Public Records of Orange County, Florida. Easement Areas are not to be platted and therefor can not be platted hereon, although they do appear to affect subject property.
8. Agreement and Covenant recorded in Official Records Book 3135, Page 200, of the Public Records of Orange County, Florida. Subject to the Provisions.
9. Riparian rights and littoral rights, if any, incident to the land. Not Applicable to the Survey.
10. Title to any portion of the land lying below the ordinary high water mark of Lake Conway South, unaffected by fills, moorings, jetties and breakwaters. Not Applicable to the Survey.
11. Rights, if any, of the property owners abutting pond or lake in and to the waters and the bed thereof; also the rights of property owners abutting any stream of water leading thereto or therefrom. Not Applicable to the Survey.
12. Title to beds or bottoms of lakes, rivers or other bodies of water located on or within the property are not insured. Not Applicable to the Survey.
13. Any lien provided by Chapter 129, Florida Statutes, in favor of any city, town, village or port authority for unpaid service charges for service by any water, sewer or gas system supplying the insured land. Not Applicable to the Survey.

NOTE: Real Estate Taxes for the year 2014 were paid in the amount of \$12,900.85; Assessed Value \$687,595.00; Gross Amount \$12,900.85; Exemptions: No; Folio No. 29-23-30-0000-00-013. NOTE: FOR INFORMATIONAL PURPOSES ONLY: This filing constitutes a 24 month Chain of Title preceding the effective date hereof and constitutes conveyances and transfers of ownership only. Special Warranty Deed recorded February 9, 2011 in Official Records Book 10171, Page 1426, of the Public Records of Orange County, Florida.

Gross Land Area: 116,262 Square Feet or 2.6690 Acres more or less Setback Requirements:

Front: 30' Side: 2.5' Rear: 50' from NHWL ELEV= 86.9' NVD 29 (NOT RE-ESTABLISHED BY THIS SURVEY)

Zoning: R-2 (RESIDENTIAL 2)

Square Footage of Buildings: 4,283 Square Feet more or less Parking Space Size: (Standard) 0 Spaces (Handicap) 0 Spaces

There has been NO observable evidence of earth moving work, building construction or building additions within recent months. There has been NO observable evidence of recent street or sidewalk construction or repairs.

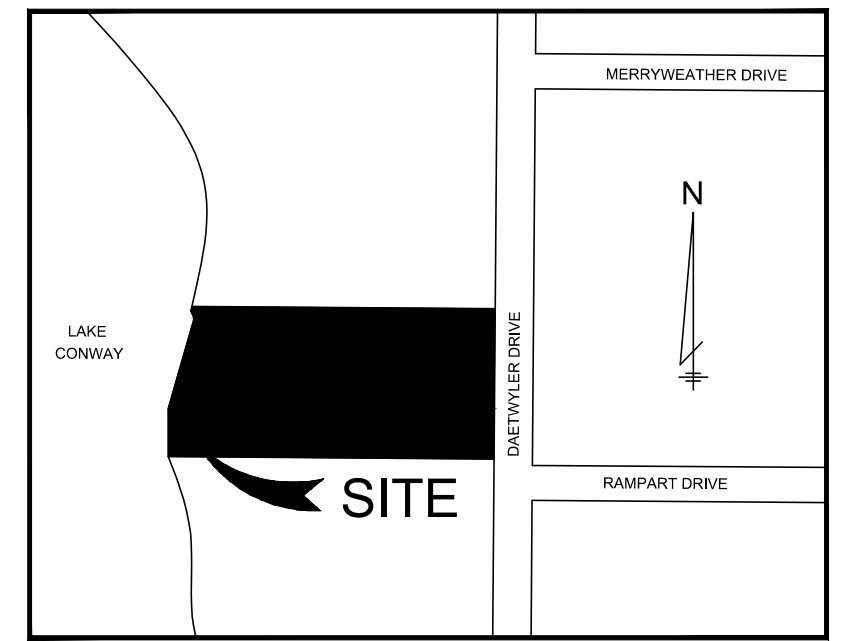
Vehicle Access to Subject Property is provided by: DAETWYLER DRIVE

-Benchmark Information-

Orange County Datum Elevation: 91.3499' 2 1/2" Orange County Brass Disk in Headwall on East Side of Daetwyler for B-6 Canal (Elevations are based upon NAVD 88 Datum)

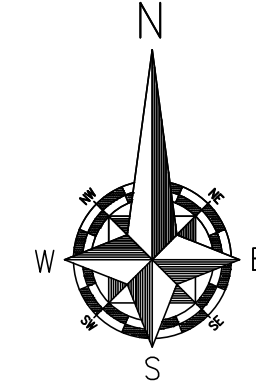
-Site Benchmark Information-

#1 Nail & Disk "Benchmark LB7623" Elevation: 93.49' #2 Box Cut in Drainage Inlet Elevation: 94.62'



Vicinity Map

Scale: NTS



Graphic Scale 0' 15' 30' 60' Scale: 1"=30'

- Legend- BOLLARD Calculated Centerline Concrete Block Concrete Monument Concrete Description Drainage Easement Easement Federal Emergency Management Agency Finished Floor Elevation Found Iron Pipe Length (Arc) Measured Non-Radius Official Records Book Plat Wood Fence Plat Book Page Point of Curvature Page Point of Intersection P.O.B. Point of Beginning P.O.L. Point on Line Power Pole Permanent Reference Monument Point of Tangency Radial Radior & Cap Roofed Dirt Recovered Roofed Sanitary Manhole Sanitary Valve Utility Easement Delta (Central Angle) Chain Link Fence Book Flow Preventor Concrete Block Cable Riser Storm Manhole Clearcut Crosswalk Post Curb Inlet DOT INLET Dumpster Pad ELECTRIC BOX ELECTRIC METER

LAKE CONWAY

OWNER: Larkin Tribou PARCEL: 29-23-30-4986-00-040

OWNER: Brad W Arenz and Paula R Arenz PARCEL ID # 29-23-30-8036-02-050

OWNER: Larkin Tribou PARCEL: 29-23-30-4986-00-010

LARKINVILLE U S A (PB 15, PG 16)

TRACT 1: THAT PART OF THE SOUTH 75' OF THE NORTH 235' OF THE SOUTH ONE HALF OF GOVERNMENT LOT 3 LYING WEST OF THE COUNTY PAVED ROAD

TRACT 2: THE NORTH 160' OF THE SOUTH ONE HALF OF GOVERNMENT LOT 3 IN SECTION 29-23-30 LYING WEST OF THE COUNTY PAVED ROAD

TRACT 3: THE NORTH 160' OF THE SOUTH ONE HALF OF GOVERNMENT LOT 3 IN SECTION 29-23-30 LYING WEST OF THE COUNTY PAVED ROAD

TRACT 4: THE NORTH 160' OF THE SOUTH ONE HALF OF GOVERNMENT LOT 3 IN SECTION 29-23-30 LYING WEST OF THE COUNTY PAVED ROAD

TRACT 5: A TRACT OF LAND SITUATED IN SECTION 29, TOWNSHIP 23 SOUTH, RANGE 30 EAST, ORANGE COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

-Notes- >Survey is Based upon the Legal Description Supplied by Client. >Abutting Properties Deeds have NOT been Researched for Gaps, Overlaps and/or Plusus. >Subject to any Easements and/or Restrictions of Record. >Bearing Basis shown hereon, is Assumed and Based upon the Line Denoted with a "BB". >Building Ties are NOT to be used to reconstruct Property Lines. >Fence Ownership is NOT determined. >Roof Overhangs, Underground Utilities and/or Footers have NOT been located UNLESS otherwise noted. >Septic Tanks and/or Drainfield locations are approximate and MUST be verified by appropriate UTILITY Location Companies. >Use of This Survey for Purposes other than Intended, Without Written Verification, Will be at the User's Sole Risk and Without Liability to the Surveyor. Nothing Hereon shall be construed to give ANY Rights or Benefits to Anyone Other than Those Certified. >Flood Zone Determination Shown Hereon is Given as a Courtesy, and is Subject to Final Approval by F.E.M.A. This Determination may be affected by Flood Factors and/or other information NOTHER known by NOR given to this Surveying Company at the time of this Endeavor. Ireland & Associates Surveying Inc. and the signing surveyor assume NO Liability for the Accuracy of this Determination.

Field Date: 08-11-15 Approved By: PKI Drawn By: DC

Scale: 1"= 30' Show additional property corner 8-22-15 Drawn By: DC

Added Topographic Survey :10-13-15 Drawn By: GG

Revisions

ALTA / ACSM Land Title Survey Certified To: Christopher Conins Absolute Title of Central Florida, LLC Westor Land Title Insurance Company

File Number: IS-23148

F.E.A. PROJECT NO. 15-084 SHEET NO. C-2 SHEET 2 OF 5

Ireland & Associates Surveying, Inc.

1301 S. International Parkway Suite 1001 Lake Mary, Florida 32746 www.irelandsurveying.com Office-407.678.3366 Fax-407.320.8165

Field Date: 08-11-15 Approved By: PKI Drawn By: DC

Scale: 1"= 30' Show additional property corner 8-22-15 Drawn By: DC

Added Topographic Survey :10-13-15 Drawn By: GG

Revisions

ALTA / ACSM Land Title Survey Certified To: Christopher Conins Absolute Title of Central Florida, LLC Westor Land Title Insurance Company

File Number: IS-23148

SCHEDULE B - Section II
EXCEPTIONS:

Issued by: Westcor Land Title Insurance Company
Underwriter: Absolute Title of Central Florida, LLC
Plant File #: 15-36809
Agent File #: AT-300
Effective Date: August 17, 2015 @ 8:00 AM

- Defects, liens, encumbrances, adverse claims or other matters, if any, created, first appearing in the public records or attaching subsequent to the effective date hereof but prior to the date the proposed insured acquires for value of record the estate or interest or mortgage thereon covered by this Commitment. *Not Applicable to the Survey.*
- Rights or claims of parties in possession not shown by the Public Records. *Not Applicable to the Survey.*
- Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete survey of the Land. The term "encroachment" includes encroachments of existing improvements located on the Land onto adjoining land, and encroachments on the Land of existing improvements located on the adjoining land. *Plotted on Survey if Applicable.*
- Easements or claims of easements not shown by the Public Records. *Not Applicable to the Survey.*
- Taxes or special assessments which are not shown as existing liens by the public records. *Not Applicable to the Survey.*
- Taxes and assessments for the year 2015 and subsequent years, which are not yet due and payable. *Not Applicable to the Survey.*
- Restrictions, reservations, setbacks and easements, if any, as indicated and/or shown on that certain Plat recorded in Plat Book 15, Page 16, of the Public Records of Orange County, Florida. *Subject to Affects as Shown.*
- Distribution Easement in favor of Florida Power Corporation recorded in Official Records Book 4010, Page 178, of the Public Records of Orange County, Florida. *Subject to Affects as Shown.*
- Subject to Land Use Agreement with the City of Belle Isle recorded in Official Records Book 3614, Page 764, of the Public Records of Orange County, Florida.
- Existing unrecorded leases and all right thereunder of the lessees and of any person claiming by, through or under lessees. *Not Applicable to the Survey.*
- Reservations affecting rights in Oil, Gas or any other Minerals, lying upon or beneath the lands insured hereby, pursuant to that instrument recorded in Official Records Book 3757, Page 1223, of the Public Records of Orange County, Florida. *Not Applicable to the Survey.*

(No determination has been made as to the current record holder of such mineral interest). Element of coverage 3b of the Florida Form 9 comprehensive Endorsement issued herewith, if any, shall not apply with respect to this item.

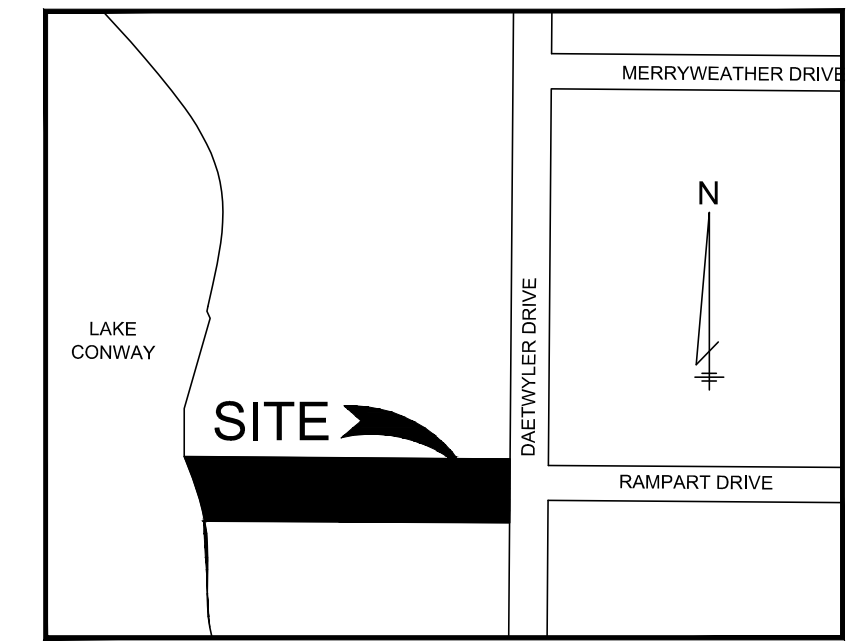
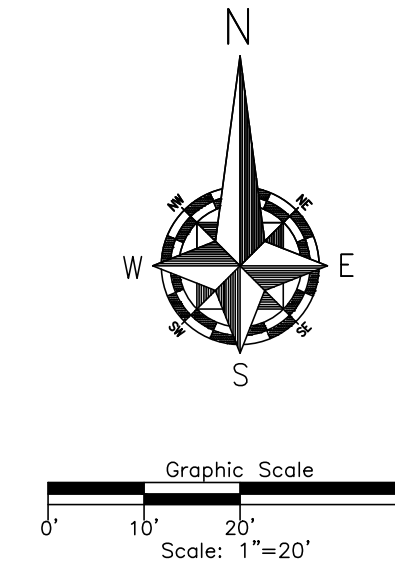
- Riparian rights and littoral rights, if any, incident to the land. *Not Applicable to the Survey.*
- The inalienable rights of the public to use the navigable waters covering lands described herein. *Not Applicable to the Survey.*
- Title to any portion of the land lying below the ordinary high water mark of Lake Conway, unaffected by fills, man-made jetties and bulkheads. *Not Applicable to the Survey.*
- Any lien provided by Chapter 159, Florida Statutes, in favor of any city, town, village or port authority for unpaid service charges for service by any water, sewer or gas system supplying the insured land. *Not Applicable to the Survey.*

ALTA / ACSM Land Title Survey

LEGAL DESCRIPTION:

LOTS 1 THROUGH 4, LARKINVILLE USA, ACCORDING TO THE PLAT THEREOF, RECORDED IN PLAT BOOK 15, PAGE 16, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

CONTAINS 48,895 SQUARE FEET OR 1.1225 ACRES MORE OR LESS.



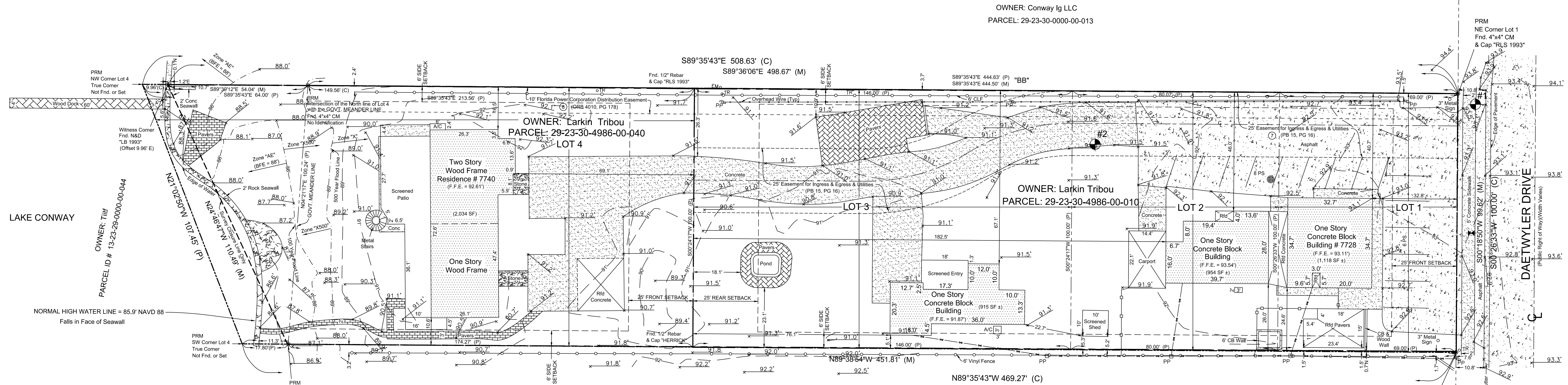
Vicinity Map
Scale: NTS

-Benchmark Information-

- Orange County Datum Elevation: 91.349'
- 2 1/2" Orange County Brass Disk in Headwall on East Side of Daetwyler for B-6 Canal (Elevations are based upon NAVD 88 Datum)

-Site Benchmark Information-

- #1
Nail & Disk "Benchmark LB7623"
Elevation: 93.49'
- #2
Nail & Disk "Benchmark LB 7623"
Elevation: 91.43'



-Notes-

- >Survey is Based upon the Legal Description Supplied by Client.
- >Abutting Properties Deeds have NOT been Researched for Gaps, Overlaps and/or Hiatus.
- >Subject to any Easements and/or Restrictions of Record.
- >Bearing Basis shown hereon, is Assumed and Based upon the Line Denoted with a "BB".
- >Building Ties are NOT to be used to reconstruct Property Lines.
- >Fence Ownership is NOT determined.
- >Roof Overhangs, Underground Utilities and/or Footers have NOT been located UNLESS otherwise noted.
- >Septic Tanks and/or Drainfield locations are approximate and MUST be verified by appropriate Utility Location Companies.
- >Use of This Survey for Purposes other than Intended, Without Written Verification, Will be at the User's Sole Risk and Without Liability to the Surveyor. Nothing Hereon shall be Constructed to give ANY Rights or Benefits to Anyone Other than those Certified.
- >Flood Zone Determination Shown Hereon is Given as a Courtesy, and is Subject to Final Approval by F.E.M.A. This Determination may be affected by Flood Factors and/or other information NEITHER known by NOR given to this Surveying Company at the time of this Endeavor. Ireland & Associates Surveying Inc. and the signing surveyor assume NO Liability for the Accuracy of this Determination.

Gross Land Area: 48,895 Square Feet or 1.1225 Acres more or less
Setback Requirements:
Front: 25'
Side: 6'
Rear: 25'
Rear: 50' from NHWL ELEV = 86.9' NGVD 29 (NOT RE-ESTABLISHED BY THIS SURVEY)

Zoning: R-2 (RESIDENTIAL 2)

Square footage of Buildings: 5,021 Square Feet more or less
Parking Space Size: (Standard) 14 Spaces (Handicap) 0 Spaces
There has been NO observable evidence of earth moving work, building construction or building additions within recent months.
There has been NO observable evidence of recent street or sidewalk construction or repairs.

Vehicle Access to Subject Property is provided by: DAETWYLER DRIVE

OWNER: Windward On Lake Conway Condominium Assn Inc
PARCEL: 29-23-30-9376-00-001

OWNER: Conway Ig LLC
PARCEL: 29-23-30-0000-00-013

OWNER: Larkin Tribou
PARCEL: 29-23-30-4986-00-040

OWNER: Larkin Tribou
PARCEL: 29-23-30-4986-00-010

-Legend-

- | | | | |
|--|----------------------------|--------------------------------|-------------------------|
| ● - BOLLARD | R - Radius | ⊠ - FDOT Storm Manhole | ⊠ - Concrete Power Pole |
| C - Calculated | Rod - Rod | ⊠ - FIRE DEPARTMENT CONNECTION | ⊠ - Wood Power Pole |
| ⊠ - Centerline | R&C - Rebar & Cap | ⊠ - FIBER OPTIC CABLE | ⊠ - Sanitary Manhole |
| CB - Concrete Block | R.D. - Roofed Dirt | ⊠ - FIBER OPTIC CABLE BOX | ⊠ - Sanitary Valve |
| CM - Concrete Monument | Rec - Recovered | FOCB - FIBER OPTIC CABLE BOX | ⊠ - Setback |
| Conc. - Concrete | Rfd. - Roofed | ⊠ - Fire Hydrant | ⊠ - Storm Inlet |
| D - Description | Set - Set 1/2" Rebar & Cap | ⊠ - Guy Anchor | ⊠ - SIGNAL POLE |
| DE - Drainage Easement | Rebar - Cap "LB 7623" | ⊠ - HANDICAP PARKING | ⊠ - TELEPHONE MANHOLE |
| Esmt. - Easement | Sc - Screened Concrete | HR - HANDICAP RAMP | ⊠ - TELEPHONE BOX |
| F.E.M.A. - Federal Emergency Management Agency | Typ. - Typical | ⊠ - Gas Meter | ⊠ - TELEPHONE RISER |
| FFE - Finished Floor Elevation | UE - Utility Easement | ⊠ - Gas Valve | ⊠ - TRAFFIC LIGHT POLE |
| Fnd. - Found | ⊠ - Delta (Central Angle) | ⊠ - Grease Trap | ⊠ - TRAFFIC SIGNAL BOX |
| IP - Iron Pipe | -X- - Chain Link Fence | ⊠ - Concrete Light Pole | ⊠ - TRAFFIC PANEL |
| L - Length (Arc) | ⊠ - Back Flow Preventor | ⊠ - Mitered End Section | ⊠ - Transformer |
| M - Measured | CB - Concrete Block | ⊠ - SIGN | ⊠ - Gas Valve |
| N&D - Nail & Disk | ⊠ - Cable Riser | ⊠ - ELECTRIC BOX | ⊠ - Water Valve |
| N.R. - Non-Radial | ⊠ - Cleanout | ⊠ - ELECTRIC METER | ⊠ - Water Meter |
| ORB - Official Records Book | ⊠ - Crosswalk Post | | |
| P.B. - Plat Book | ⊠ - Curb Inlet | | |
| ⊠ - Wood Fence | ⊠ - DOT INLET | | |
| PC - Point of Curvature | ⊠ - Dumpster Pad | | |
| Pg. - Page | ⊠ - POWER POLE | | |
| PI - Point of Intersection | ⊠ - PS - PARKING SPACES | | |
| P.O.B. - Point of Beginning | | | |
| P.O.L. - Point on Line | | | |
| PP - Power Pole | | | |
| PRM - Permanent Reference Monument | | | |
| PT - Point of Tangency | | | |
| R - Radius | | | |

F.E.G. PROJECT NO. 15-084
SHEET NO. C-3
SHEET 3 OF 5

Flood Zone: X Community Number: 12095C Panel: 0430F Date: 09/25/2009
SITE ADDRESS: 7728 Daetwyler Drive, Orlando, FL 32812 (Parcel ID # 29-23-30-4986-00-010)

Revisions	
Revised 10-13-15: Added Topographic Survey	
Added Lot 4: 08-21-15	
Scale: 1"= 20'	Approved By: PKI
Field Date: 08-11-15	PKI
ALTA / ACSM Land Title Survey Certified To: Christopher Comins	Revised By: PKI
Absolute Title of Central Florida, LLC	
Westcor Land Title Insurance Company	

File Number: IS-23149

Ireland & Associates
Surveying, Inc.

1301 S. International Parkway Suite 2001
Lake Mary, Florida 32746
www.irelandsurveying.com
Office-407.678.3366
Fax-407.320.8165

FUTURE LAND USE
LOW DENSITY
RESIDENTIAL

ZONING
R-1-AA

SITE
PROPERTY LOCATION: DAETWYLER ROAD, BELLE ISLE, FLORIDA
SECTION, TOWNSHIP, RANGE: SECT. 29, TOWNSHIP 30 EAST
PARCEL ID: 29-23-30-4986-00-010
29-23-30-4986-00-040
29-23-30-0000-00-013

FUTURE LAND USE DESIGNATION: MEDIUM DENSITY RESIDENTIAL
EXISTING ZONING: R-2
EXISTING USE: MOBILE HOME PARK, RESIDENTIAL DWELLING, RESTAURANT
PROPOSED ZONING: PD

PROJECT AREA: 3.791 ACRES
NET DEVELOPABLE LAND: 3.791 ACRES
GROSS ACREAGE: 3.791 ACRES
NO WETLANDS: 0.0 ACRES
LAKE CONWAY JURISDICTIONAL AREA: 0.099 ACRES
NET DEVELOPABLE LAND: 3.692 ACRES

RESIDENTIAL LOT INFORMATION:
BUILDING SETBACKS
FRONT 20'
SIDE 0'
SIDE 0'
REAR 10'
(*) THE SETBACK FROM LAKE CONWAY SHALL BE 50' FROM NORMAL HIGH-WATER ELEVATION.

MAJOR STREET SETBACK FROM DAETWYLER 55' FROM THE CENTERLINE

TOWNHOME LOTS:
24'-4" LOT WIDTH PROPOSED (LOTS 17-28)
25' LOT WIDTH PROPOSED (LOTS 1-16)
TOTAL LOTS: 28 LOTS
MINIMUM LOT SIZE - PROPOSED 1703 S.F.
MAXIMUM BUILDING HEIGHT 35 FEET
ALLOWABLE NET RESIDENTIAL DENSITY: 5.6-10 DU/AC
PROPOSED NET RESIDENTIAL DENSITY: 7.6 D.U./ACRE

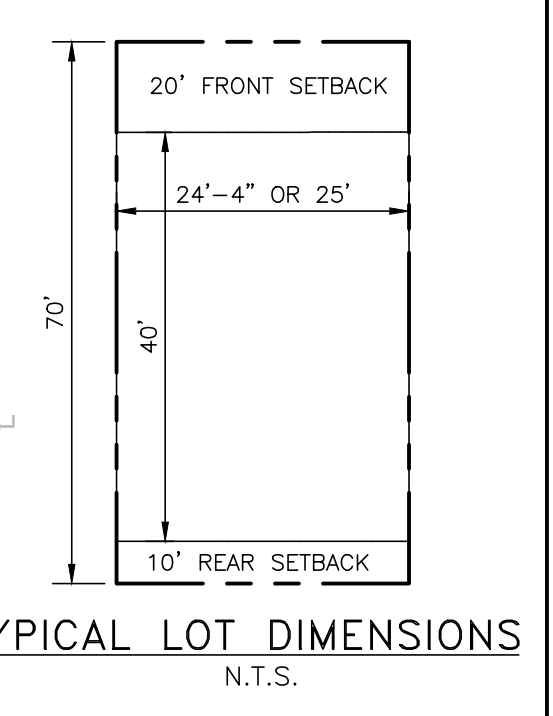
OPEN SPACE AND RECREATION AREA CALCULATIONS:
OPEN SPACE/RECREATION AREA REQUIRED: 0.923 ACRES
(3.692 ACRES X 25% = 0.923 AC.)
OPEN SPACE PROVIDED:
TRACT "B" 0.319 ACRES
TRACT "C" 0.553 ACRES
TRACT "D" 0.168 ACRES
TRACT "E" 0.167 ACRES
TRACT "F" 0.032 ACRES
TRACT "G" 0.116 ACRES
PORTION OF TRACT "H" 0.116 ACRES
TOTAL AREA 1.355 ACRES
TOTAL PERCENTAGE 36.7%

TOTAL PROJECT AREA CALCULATIONS				
TRACT	USE	AREA	%	OWNERSHIP
TRACT "A"	ACCESS, DRAINAGE & UTILITIES	0.887 ACRE	23.40%	HOA
TRACT "B"	OPEN SPACE/GREEN AREA	0.319 ACRE	8.41%	HOA
TRACT "C"	OPEN SPACE/GREEN AREA	0.553 ACRE	14.59%	HOA
TRACT "D"	OPEN SPACE/GREEN AREA	0.168 ACRE	4.43%	HOA
TRACT "E"	OPEN SPACE/GREEN AREA	0.167 ACRE	4.41%	HOA
LOTS	LOT 1 - LOT 28	1.116 ACRES	29.44%	
TRACT "F"	OPEN SPACE/GREEN AREA	0.032 ACRE	0.84%	HOA
TRACT "G"	POND	0.334 ACRE	8.81%	HOA
TRACT "H"	OPEN SPACE/GREEN AREA	0.215 ACRE	5.67%	HOA
TOTAL AREA:		3.791 ACRES	100.00%	

WAIVER REQUESTS				
ITEM	CODE	REQUIRED	PROVIDED	JUSTIFICATION
DOCK LENGTH	48-32(2)	ADJACENT DOCK LENGTH	130'	THE PROPOSED DOCK LENGTH IS SIMILAR TO THE EXISTING DOCK ON THE SUBJECT PROPERTY.
TOTAL DOCK & SLIP AREA	48-32(3)	1,000 SF NOT INCLUDING WALKWAY	3,540 SF	THE PROPOSED SLIP AND DOCK AREA IS SIMILAR IN SCOPE TO THE EXISTING DOCK ON THE ADJACENT WINDWARD PROPERTY.

FUTURE LAND USE
LOW-MEDIUM DENSITY
RESIDENTIAL

ZONING
R-1



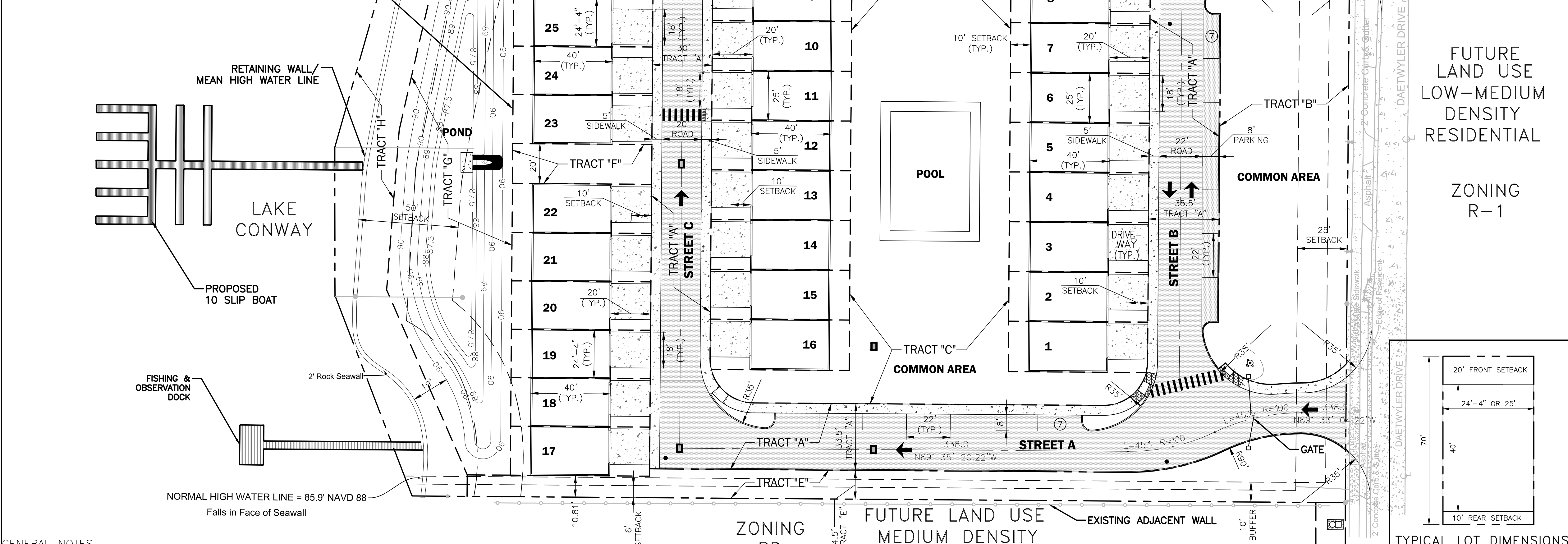
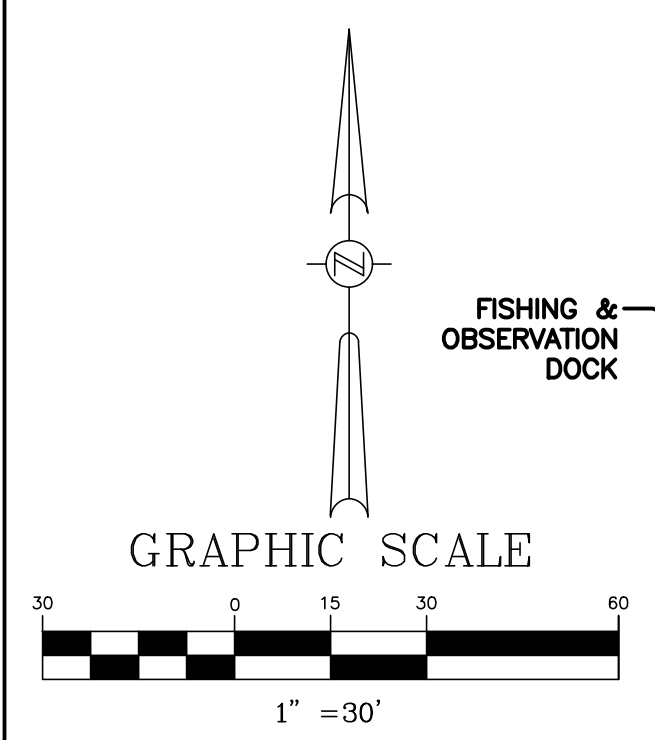
KEY NOTES

- 1-1/2" TYPE 5-III ASPHALT COMPACTED TO 95% OF LAB DENSITY; MARSHALL STABILITY 1,500 lbs.
- 6" CRUSHED CONCRETE BASE COMPACTED TO 98% MAXIMUM DENSITY. ALTERNATIVE BASE: 6" LIMEROCK COMPACTED TO 98% MAXIMUM DENSITY, MINIMUM LBR 100
- 9" STABILIZED SUBGRADE (FBV 75 PSI) COMPACTED TO A MIN. OF 98% OF THE MODIFIED PROCTOR MAX. DRY DENSITY VALUE (AASHTO T-180).
- 3,000 PSI CONCRETE WITH FIBER MESH, TYP.
- 6" COMPACTED SUB-GRADE TO @ LEAST 95% OF THE MODIFIED PROCTOR MAXIMUM DRY DENSITY VALUE (ASTM D-1557, AASHTO T-180).

ADT TRAFFIC DATA PER ITE AVERAGE DAILY TRAFFIC	
TOWNHOME LOTS = 28 x 5.81 = 163 TRIPS PER DAY	
PEAK HOUR TRAFFIC	
TOWNHOME LOTS = 28 x 0.52 = 11 TRIPS PER HOUR	

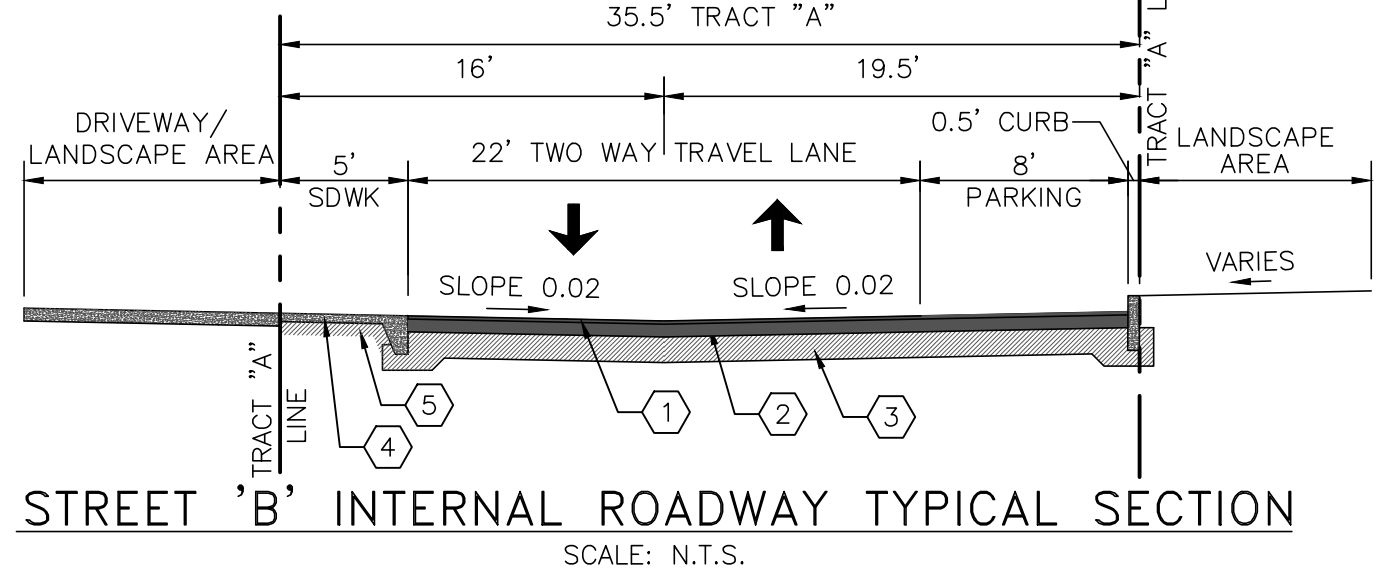
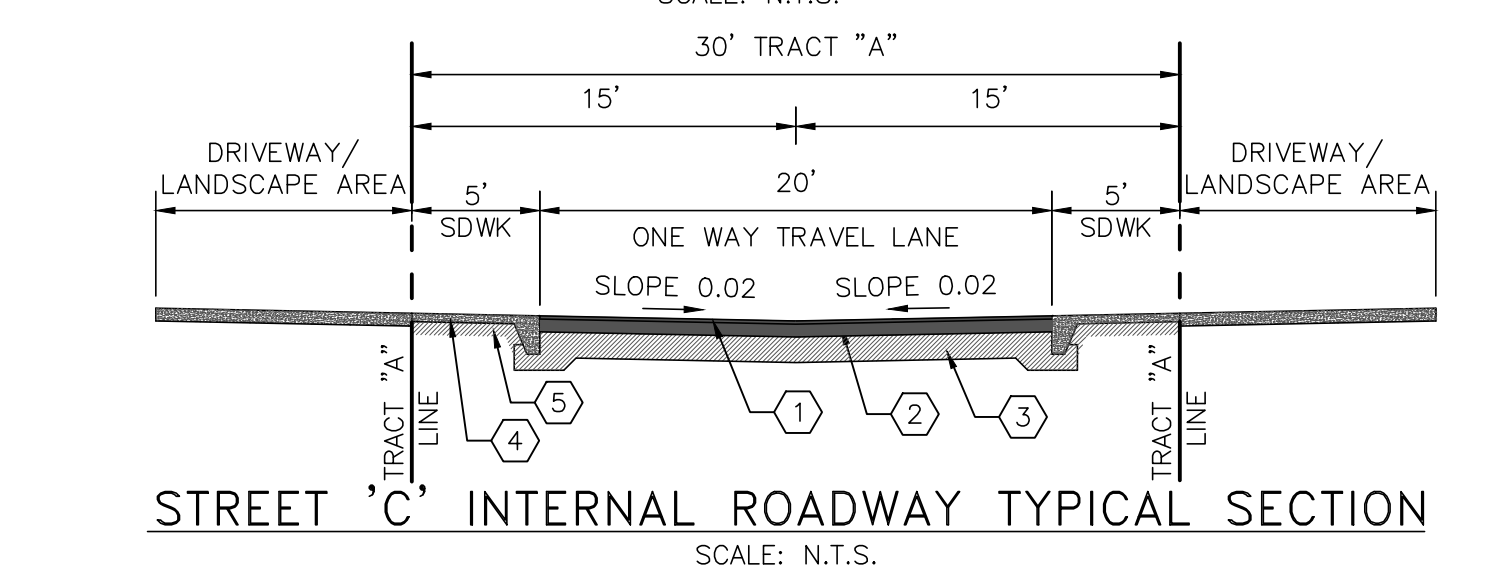
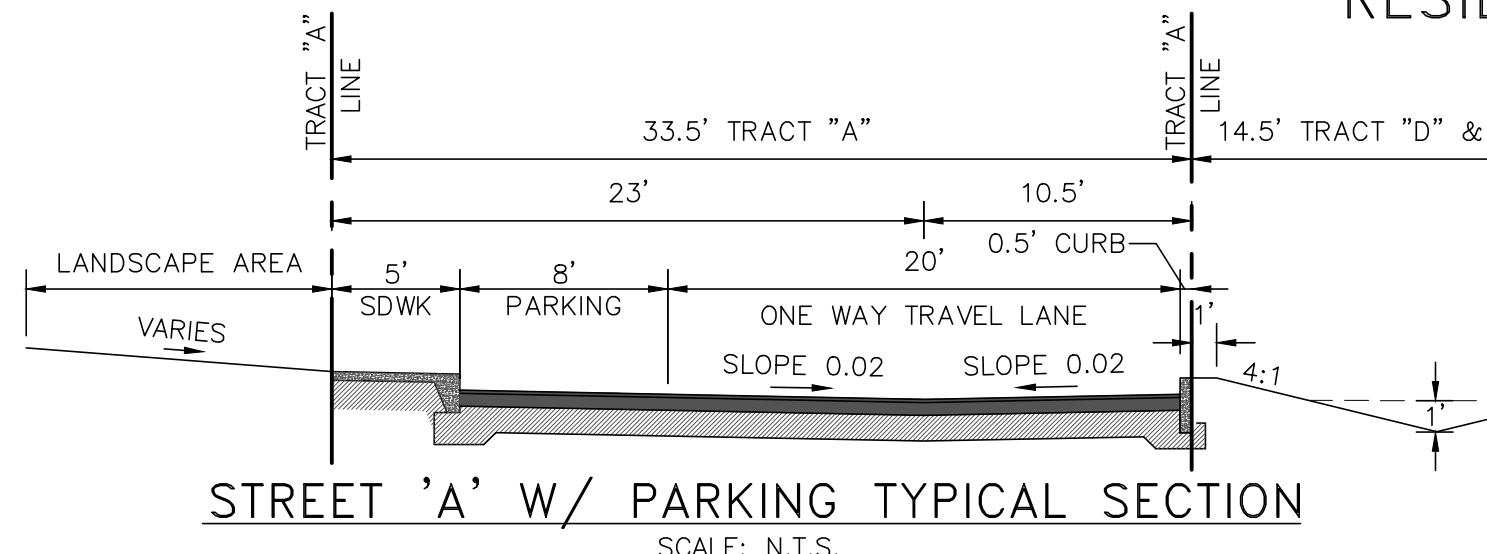
LOT AREA TABLE

LOT	AREA, SF	AREA, AC.	LOT	AREA, SF	AREA, AC.
1	1772.16	0.041	17	1726.67	0.040
2	1750.00	0.040	18	1703.33	0.039
3	1750.00	0.040	19	1703.33	0.039
4	1750.00	0.040	20	1703.33	0.039
5	1750.00	0.040	21	1703.33	0.039
6	1750.00	0.040	22	1726.67	0.040
7	1750.00	0.040	23	1726.67	0.040
8	1773.33	0.041	24	1703.33	0.039
9	1773.33	0.041	25	1703.33	0.039
10	1750.00	0.040	26	1703.33	0.039
11	1750.00	0.040	27	1703.33	0.039
12	1750.00	0.040	28	1726.67	0.040
13	1750.00	0.040			
14	1750.00	0.040			
15	1750.00	0.040			
16	1772.16	0.041			



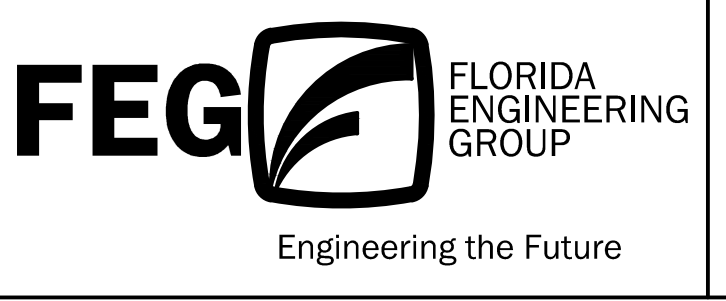
GENERAL NOTES

1. ANY PROPOSED SIGNAGE SHALL COMPLY WITH SECTION 52.32
2. PROPOSED ROADWAYS ARE TO BE OWNED AND MAINTAINED BY HOA
3. FINAL DESIGN OF RECREATION TRACTS INCLUDING TYPE OF FACILITY, SETBACKS ACCESS AND PARKING, EXTERIOR LIGHTING AND LANDSCAPING/BUFFERING WILL BE IN ACCORDANCE WITH SECTION 54-77(d)(7) OF THE CITY OF BELLE ISLE CODE AND WILL BE SUBMITTED WITH FINAL ENGINEERING PLANS FOR THE APPROPRIATE PHASE OF THE PROJECT
4. PROJECT SHALL BE SERVED BY CENTRAL WATER AND WASTEWATER SYSTEMS
5. ALL RECREATION AREAS SHALL BE OWNED AND MAINTAINED BY THE HOMEOWNER ASSOCIATION
6. THIS PROJECT WILL BE CONSTRUCTED IN ONE PHASE
7. STORM MANAGEMENT SYSTEM WILL BE DESIGNED TO COMPLY WITH THE SJRWMD AND CITY OF BELLE ISLE REGULATIONS
8. DURING CONSTRUCTION, WHEN COMBUSTIBLE ARE BROUGHT ONTO THE SITE, ACCESS ROADS, AND SUITABLE TEMPORARY OR PERMANENT SUPPLY OF WATER ACCEPTABLE TO THE FIRE DEPARTMENT SHALL BE PROVIDED AND MAINTAINED
9. BILLBOARDS AND POLE SITES SHALL BE PROHIBITED
10. NO COMMERCIAL OR PROFESSIONAL OFFICE USES WILL BE LOCATED WITHIN THE PLANNED DEVELOPMENT
11. ALL EXISTING STRUCTURES SHALL BE DEMOLISHED PRIOR TO NEW CONSTRUCTION
12. EXISTING SEAWALL TO REMAIN
13. EXISTING BOAT RAMPS AND DOCK SHALL BE DEMOLISHED PRIOR TO NEW CONSTRUCTION
14. APPROVAL OF THIS PLAN DOES NOT CONSTITUTE APPROVAL OF A PERMIT FOR THE CONSTRUCTION OF A BOAT DOCK (INCLUDING BOARDWALKS OR OBSERVATION PIERS IN WETLANDS OR WETLAND BUFFER AREAS). ANY PERSON DESIRING TO CONSTRUCT A BOAT DOCK WITHIN THIS COUNTY SHALL FIRST APPLY FOR A PERMIT PRIOR TO THE INSTALLATION OF THE BOAT DOCK.*



DATE	REVISIONS	BY	CHECKED

PLANNED DEVELOPMENT/
PRELIMINARY SUBDIVISION PLAN
FOR
SILVER ISLES
7710, 7728, AND 7740 DAETWYLER DRIVE
BELLE ISLE, ORANGE COUNTY, FLORIDA



5127 S. Orange Avenue, Suite 200
Orlando, FL 32809
Phone: 407-895-0324
Fax: 407-895-0325
www.feg-inc.us

SITE GEOMETRY PLAN			
DESIGNED BY	DRAWN BY	CHECKED BY	APPROVED BY
JAA	KS	JAA	JAA

PROJECT NO. 15-084	
SCALE	1"=30'
DATE	DECEMBER 11, 2015
SHEET NO.	C-4
SHEET	4 OF 5

FLORIDA ENGINEERING GROUP, INC.
CERTIFICATE NO. EB-0006595
JEAN M. ABRAHAM, P.E.
LICENSE NO. 45128

SANITARY SEWER SERVICE NOTES

1. CONSTRUCTION OF THE SANITARY SEWER SERVICE SYSTEM SHALL MEET ORANGE COUNTY UTILITIES STANDARDS AND FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION REQUIREMENTS.

CLEAN-OUT NOTE

CLEAN-OUT TOPS SHALL MATCH PAVEMENT FINISHED GRADES OR DIRT GRADES AS APPLICABLE. ALL CLEAN-OUTS IN PAVED OR WALKWAY AREAS SHALL HAVE BRASS RING & PLUG TOPS. ALL SANITARY CLEAN-OUT TOPS SHALL HAVE COVERS WHICH ARE IDENTIFIED AS "SANITARY".

WASTEWATER NOTE

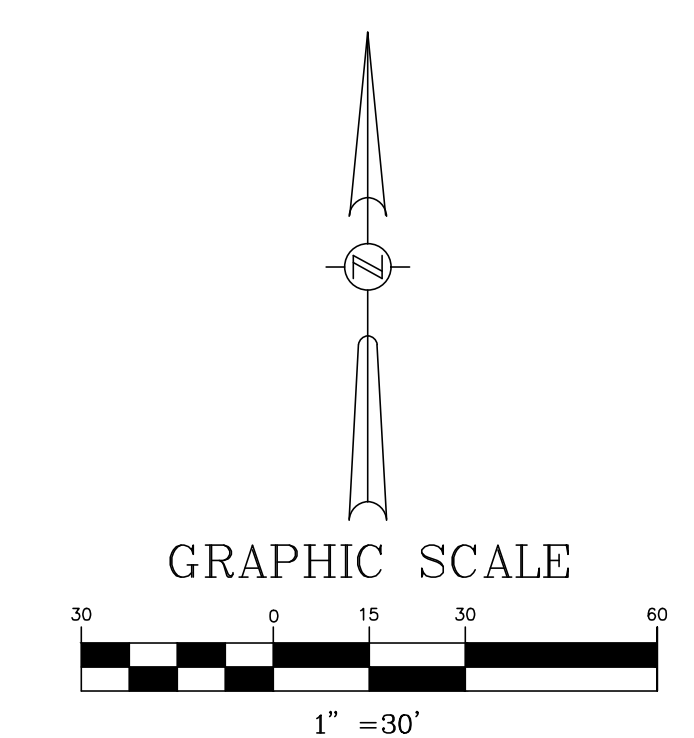
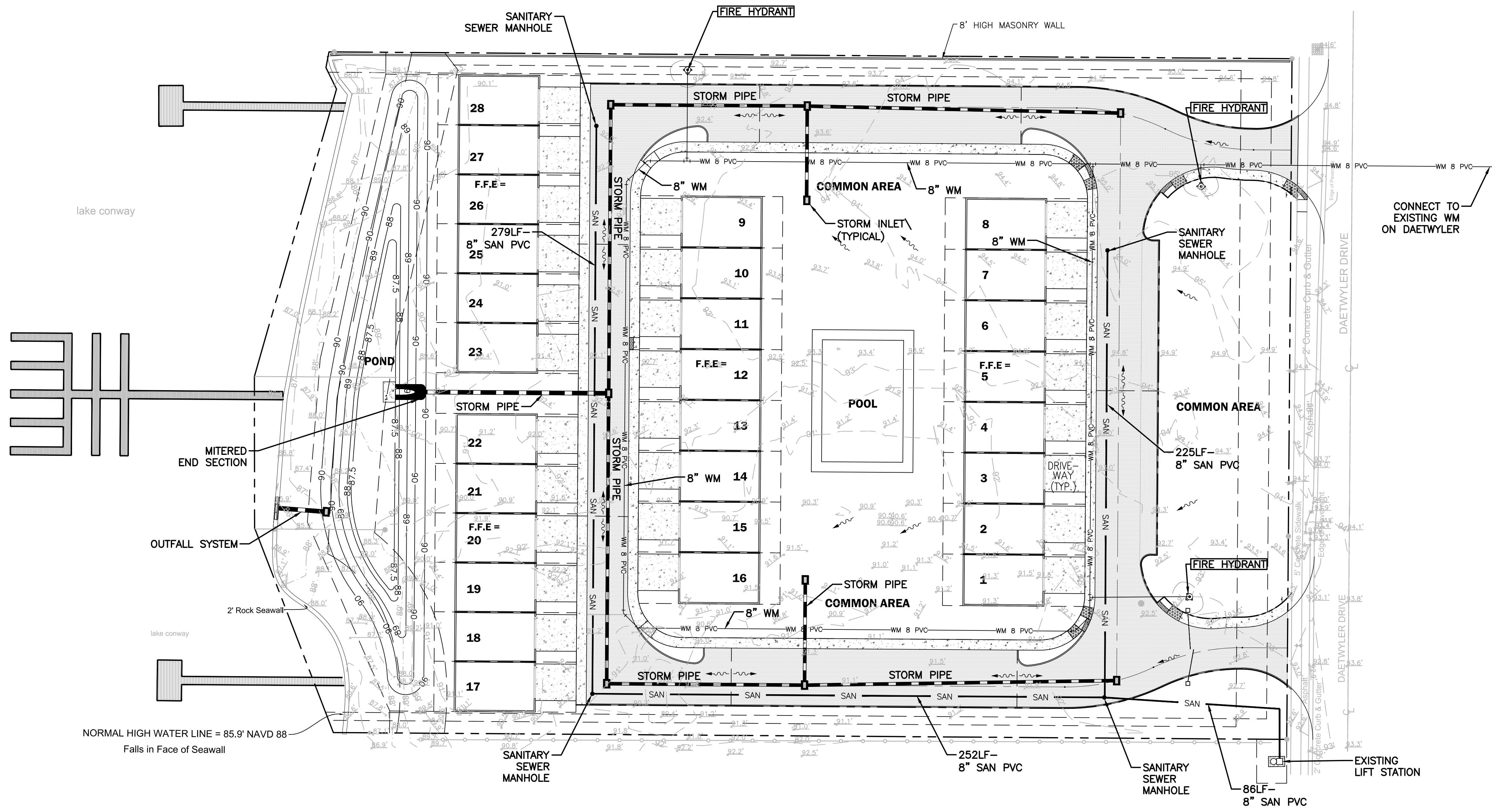
LOTS SHALL BE SERVED BY A GRAVITY SEWER COLLECTION SYSTEM WHICH WILL DISCHARGE INTO AN EXISTING LIFT STATION LOCATED ON THE ADJACENT WINDWARD ON LAKE CONWAY PROPERTY. A UTILITY AGREEMENT WILL BE IN PLACE AND APPROVED BY ORANGE COUNTY PRIOR TO THE FINAL CONNECTION.

STORMWATER MANAGEMENT SYSTEM

THE STORMWATER SYSTEM WILL BE DESIGNED TO MEET WATER QUALITY STANDARDS OF THE CITY OF BELLE ISLE AND ST. JOHNS RIVER WATER MANAGEMENT DISTRICT. THE IMPERVIOUS AREA IS DESIGNED UP TO 55%.

IMPERVIOUS AREA CALCULATIONS:

PAVEMENT & SIDEWALK AREA:	0.878 ACRES
DRIVEWAY AREAS:	0.231 ACRES
ROOF AREA:	0.638 ACRES
TOTAL IMPERVIOUS:	1.747 ACRES
PERCENT IMPERVIOUS:	46.08%



NOT VALID FOR CONSTRUCTION UNLESS SIGNED IN THIS BLOCK			
DATE	REVISIONS	BY	CHECKED

PLANNED DEVELOPMENT/
PRELIMINARY SUBDIVISION PLAN
FOR
SILVER ISLES
7710, 7728, AND 7740 DAETWYLER DRIVE
BELLE ISLE, ORANGE COUNTY, FLORIDA



5127 S. Orange Avenue, Suite 200
Orlando, FL 32809
Phone: 407-895-0324
Fax: 407-895-0325
www.feg-inc.us

PRELIMINARY SITE DRAINAGE AND UTILITY PLANS			
DESIGNED BY	DRAWN BY	CHECKED BY	APPROVED BY
JAA	KS	JAA	JAA

PROJECT NO.	15-084
SCALE	1"=30'
DATE	DECEMBER 11, 2015
SHEET NO.	C-5
SHEET	5 OF 5

FLORIDA ENGINEERING GROUP, INC.
CERTIFICATE No. EB-00065995

JEAN M. ABU-ADIN, P.E.
LICENSE NO. 45128



5127 S. Orange Avenue, Suite 200
Orlando, FL 32809
Phone: 407-895-0324
Fax: 407-895-0325

2302 Parklake Drive, Suite 134
Atlanta, GA 30345
Phone: 1-877-857-1581
Fax: 1-877-857-1582



2017-02-013

February 12, 2017

Mrs. April Fisher
City Manager
City of Belle Isle
1600 Nela Avenue
Belle Isle, FL 32809

Subject: **Silver Isles Planned Development/Preliminary Subdivision Plan**
7710, 7728 and 7740 Daetwyler Drive
Belle Isle, FL
Project Description
FEG Project No. 15-084

Dear April;

The proposed project is located north of Daetwyler Drive between Merryweather Drive and Rampart Drive and abuts Lake Conway in the City of Belle Isle, Florida. The project consists of a combination of three parcels with a total land area of approximately 3.791 acres. The project will consist of 28 townhome units with a pool, amenities, a 10-slip boat dock, and 2 observation docks which would be used by the residents of this new community.

The subject site has an existing zoning of R-2 and Future Land use designation of Medium Density Residential (MDR); which has an allowable residential density between 5.6 to 10 dwelling units (du) per acre of developable area. The net developable land area is 3.692 acres and the proposed density is 7.6 dwelling units per acre; which is consistent with the Future Land Use designation.

Background:

The three parcels that comprise this PD request were previously developed as a trailer park with 27 dwelling units, five single residential structures and a restaurant (Larkin Restaurant). A retaining wall exists along the shores of Lake Conway that delineates the upland area and will remain in the proposed development. However, the existing boat ramp and boat docks will be removed as part of this project.

In 2013, the City approved a similar project on the trailer park parcel named Silver Beach Planned Development which consisted of 2.79 acres. The Silver Beach PD was approved for a 16-dwelling unit subdivision with a number of waivers consisting of only providing 13.9% of open space area, reduced corner lot width, 45-foot wide lots, reduced right-of-way width, and a sidewalk waiver. The project was never constructed and, as a result, a new development is being proposed with this submittal.

Planned Development:

The purpose of this PD request is to propose a townhome development consistent with the current character of development in the area. This project will be an in-fill development which will replace the trailer park and the restaurant with an upscale townhome development compatible with the existing residential development pattern in this area. The development will be gated.

The proposed 28 townhome development will be constructed in one phase. As shown on the enclosed PD/PSP plans, the internal access road connects all of the proposed lots to Daetwyler Road. The proposed road will have one-way traffic on 20-foot wide pavement to meet the Fire Department requirement. The access points at Daetwyler were discussed with Orange County Public Works and preliminary approval by their Traffic Engineering Division was obtained. Daetwyler is a County maintained road.

Coordination efforts have been made with Orange County Utilities to allow this project to connect to the existing lift station owned by the Windward on Lake Conway Condominium Homeowner Association (HOA). A final agreement with the HOA and the County will be reached soon. Another option is to construct a private lift station with the proposed development; which would be approved by Orange County Utilities if the developer chooses to pursue this option. OUC will provide the water service to this project. The water system will be owned and maintained by OUC and the sewer system will be privately owned by the HOA.

As previously mentioned, the Future Land Use designation is MDR which requires a minimum of 5.6 dwelling units per acre and a maximum of 10 dwelling units per acre. In view of the residential development trends for this area, the proposed PD zoning will allow the flexibility needed to develop a townhome product that is within the mid-range of densities required by the site's existing Future Land Use designation. The main waiver request is to allow a 10-slip boat dock with a surface area of 3,450 S.F. which exceeds the allowable area of 1,000 S.F. However, given the nature of this development being a townhome project with 12 units fronting the lake, the 10-slip boat dock should prove compatible with the adjacent Winward condominium project which constructed multiple slip docks just to the south of our project. It is important to note that the existing boat ramp on this project site will be removed and four existing docks will be eliminated. In essence, the removal of the boat ramp alone should more than mitigate for the proposed 10 slip boat dock as it will decrease the boat traffic by limiting access to the lake.

I trust this letter and the attached documents provide you with the necessary information to review and approve our requests. Should you have any questions or concerns, please do not hesitate to contact me at 407-895-0324 or, by email, at JAbiaoun@feg-inc.us.

Sincerely,
Florida Engineering Group, Inc.

Jean Abi-Aoun

Jean M. Abi-Aoun, P.E.
Vice-President



5127 S. Orange Avenue, Suite 200
Orlando, FL 32826
Phone: 407-895-0324
Fax: 407-895-0325

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Fax: 1-877-857-1582





CITY OF BELLE ISLE, FLORIDA

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

April 28, 2017

To: City Council

From: April Fisher, Planning Consultant

Re: Code Update- Follow Up to April 26, 2016 Workshop- Height Amendment

At the April 26, 2016 Planning and Zoning Board meeting, there was a workshop on updates needed the Belle Isle Land Development Code. One of those items was a discussion on height of non-habitable appurtenances on buildings. It is customary in land development codes to allow for additional height for certain building appurtenances.

Currently, the Code does not make provision for allowing additional height for these types of appurtenances. Please see below:

Sec. 54-153. - Height.

(a) Chimneys, water, fire, radio and television towers, church spires, domes, cupolas, stage towers and scenery lofts, cooling towers, elevator bulkheads, smokestacks, flagpoles, parapet wall and similar structures and their necessary mechanical appurtenances may not be erected above the *height* limits herein established.

(b) Applicants/owners may apply for a variance to this section in accordance with the regulations set forth in this Land Development Code; however, the heights of these structures or appurtenances thereto shall not exceed the *height* limitations prescribed by the Federal Aviation Administration within the flight approach zone patterns of airports.

We discussed at that meeting bringing forward revisions to allow for limited additional height if certain conditions are met.

Planning and Zoning Board Recommendation

The Planning and Zoning Board held a public hearing to review proposed revisions at their April 25, 2017 meeting. The Board recommends approval of Ordinance 17-04, which provides

alternative language to revise Sec. 54-153 to allow for this. The revised language is provided below. Stricken language will be removed from the Code and underlined is to be added.

Sec. 54-153. - Height.

- (a) ~~Chimneys, water, fire, radio and television towers, church spires, domes, cupolas, stage towers and scenery lofts, cooling towers, elevator bulkheads, smokestacks, flagpoles, parapet wall and similar structures and their necessary mechanical appurtenances may not be erected above the height limits herein established.~~ Exceptions to height restrictions. The height limitations contained in the site and building requirements of district regulations do not apply to spires, belfries, cupolas, antennas, water tanks, elevator penthouses and bulkheads, ventilators, chimneys, or other appurtenances that extend above the roof and will not allow for human occupancy so long as they are limited to less than ten feet more than the allowable district height limitations and have a projected width of no more than ten feet or fifteen percent of the projected building width, whichever is greater, and are architecturally integrated into the design of the building. A site plan must be reviewed and approved by the Board to exceed district height limitations pursuant to this section.
- (b) Applicants/owners may apply for a variance to this section in accordance with the regulations set forth in this Land Development Code; however, the heights of these structures or appurtenances thereto shall not exceed the height limitations prescribed by the Federal Aviation Administration within the flight approach zone patterns of airports.

Next Steps

City Council may approve, approve with changes, or deny the proposed Ordinance 17-04. This is the first public hearing on the ordinance, a second public hearing is required for action and is scheduled for May 16, 2017.

Attachments:

- Ordinance 17-04

1 WHEREAS, the City Council held two (2) public hearings on May 2, 2017, and May 16, 2017, to receive public
2 comments, and considered the recommendation of the Planning and Zoning Board and the proposed revised
3 height regulations; and

4
5 WHEREAS, the Board has found and determined that the adoption of the proposed height regulations will foster
6 and preserve the public health, safety and welfare and aid in the harmonious, orderly and progressive
7 development of the City, and thus serve a valid public purpose.

8
9 BE IT ORDAINED by the City Council of Belle Isle, Florida:

10 SECTION 1. The revisions to Sec. 54-153 are hereby identified below in strike-through and underline format:

11 Sec. 54-153. - Height.

12 (a) ~~Chimneys, water, fire, radio and television towers, church spires, domes, cupolas, stage towers and~~
13 ~~scenery lofts, cooling towers, elevator bulkheads, smokestacks, flagpoles, parapet wall and similar~~
14 ~~structures and their necessary mechanical appurtenances may not be erected above the height limits~~
15 ~~herein established.~~ Exceptions to height restrictions. The height limitations contained in the site and
16 building requirements of district regulations do not apply to spires, belfries, cupolas, antennas, water
17 tanks, elevator penthouses and bulkheads, ventilators, chimneys, or other appurtenances that
18 extend above the roof and will not allow for human occupancy so long as they are limited to less
19 than ten feet more than the allowable district height limitations and have a projected width of no
20 more than ten feet or fifteen percent of the projected building width, whichever is greater, and are
21 architecturally integrated into the design of the building. A site plan must be reviewed and approved
22 by the Board to exceed district height limitations pursuant to this section.

23 (b) Applicants/owners may apply for a variance to this section in accordance with the regulations set
24 forth in this Land Development Code; however, the heights of these structures or appurtenances

1 thereto shall not exceed the height limitations prescribed by the Federal Aviation Administration
2 within the flight approach zone patterns of airports.
3

4 SECTION 2. Severability. If any word, phrase, sentence, clause or other portion of this Ordinance is determined
5 to be invalid, void or unconstitutional, the remainder of this Ordinance shall remain in effect.
6

7 SECTION 3. Effective date. This Ordinance shall take effect immediately upon adoption.
8

9 First Reading held this 2nd day of May, 2017

10 Second Reading held this 16th day of May, 2017

11 Advertised for Second Reading on the 6th day of May 2017.
12
13
14

	YES	NO	ABSENT
15			
16 Ed Gold	_____	_____	_____
17			
18 Anthony Carugno	_____	_____	_____
19			
20 Jeremy Weinsier	_____	_____	_____
21			
22 Bobby Lance	_____	_____	_____
23			
24 Harvey Readey	_____	_____	_____
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Lenny Mosse _____

Sue Nielsen _____

LYDIA PISANO, MAYOR

ATTEST: _____

Yolanda Quiceno, CMC-City Clerk

Approved as to form and legality

Frank Kruppenbacher, City Attorney

STATE OF FLORIDA

COUNTY OF ORANGE

I, Yolanda Quiceno, CITY CLERK of the City of Belle Isle do hereby certify that the above and foregoing document
ORDINANCE 17- was duly and legally passed by the Belle Isle City Council, in session assembled on the
_____ day of _____ 2017, at which session a quorum of its members were present.

Yolanda Quiceno, CMC-City Clerk



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

Meeting Date: May 2, 2017

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: RFP for Engineering Services

Background: The City current does not have an Engineer of Record for the City of Belle Isle. For most projects, the City may piggy-back on to another contract for services (such as paving) or just go out and find someone. When we do this in this manner, the City may take a back seat to the primary holder of the contract or if we do not have an Engineer of Record, we may not have priority when we need someone quickly to assess infrastructure situations. Having an Engineer of Record puts the City in a position to receive more timely service and gives the City a definitive point of contact at the engineering firm. The City Manager is requesting the City Council approve for soliciting Request for Proposals (RFP) for an Engineer of Record to provide engineering services typically conducted by a City engineering department including, but not necessarily limited to planning, design, cost estimation, bidding services, and construction administration for City of Belle Isle infrastructure, surveying, infrastructure modeling and analysis, funding assistance, grant writing, participation in public meetings, and other related or follow-on functions that may be assigned. We would look at the City Engineer of Record to start on average of 12-24 hours per month

Staff Recommendation: Approve the RFP

Suggested Motion: I move that we approve the RFP for Engineer of Record and direct the City Manager to report back at a future meeting on the services and costs.

Alternatives: Do not publish the RFP

Fiscal Impact: The average civil engineer will charge **\$65 to \$200 per hour**. For a relatively small consulting job, they usually charge a minimum of **\$500**. For larger jobs, there is usually a large amount of site work performed by the civil engineering company. Surveying can take some time. Then, detailed plans must be made based on those surveys and on-site inspections, and then as-built plans must be made. Large-scale projects can cost as much as **\$50,000**.

Attachments: RFP

REQUEST FOR PROPOSAL CITY ENGINEER OF RECORD SERVICE

I. GENERAL INFORMATION

A. INTRODUCTION

The City of Belle Isle (City) is soliciting proposals for an Engineer of Record (City Engineer) to provide engineering services as an independent contractor to the City. Services typically conducted by the City Engineer include, but are not necessarily limited to the items listed in Article I.D of this RFP. Work shall be provided to City on an as-needed basis, as authorized by the City Manager or the City Manager's designee.

Proposers shall be licensed to practice engineering in the State of Florida and be members in good standing with the Florida Board of Professional Engineers. The City will consider proposals from engineering firms as well as individual engineers.

B. BACKGROUND

The City of Belle Isle, approximate population 6,400, is located in Orange County, approximately 3 miles south of Orlando. The City Council consists of the Mayor and seven commissioners elected from the city by Districts. The City operates under a Council-Manager form of government.

The City of Belle Isle has an operating budget of \$16.9 million. The City has four departments; General Administration and Finance, Public Works, Municipal Court, and the Airport. The City provides Planning through a contract with Lane Councils of Government (LCOG), Building services through a contract with the Mortier Engineering (The Building Department), and Police services through a contract with Lane County Sheriff Department. Fire and EMS services are provided by South Lane County Rural Fire Protection District.

The City owns and operates a number of public facilities including the following

- A. Storm water collection and disposal system (Independent drywell/swale disposal systems and approximately 12 miles of concrete and metal storm pipe).
- B. Transportation system (approximately 20 centerline miles).
- C. Parks system (9 parks)
- D. Sanitary Sewer is both public and septic

The Council has authorized staff to conduct recruitments for a new City Engineer.

C. ANTICIPATED SELECTION SCHEDULE

The City anticipates the following general timeline for its selection process. The City reserves the right to change this schedule.

- RFP Advertised May 10-24th, 2017
- Proposal Due Date June 7, 2017
- Selection Committee Evaluation Week of June 12-16, 2017
- Interviews (if needed) Week of June 19th – 22nd, 2017
- Contract Approval Scheduled for June 27
- Commencement of Contract July 6, 2017

D. SCOPE OF SERVICES

- Serve as City Engineer of Record for the City of Belle Isle.
- Under the direction of the City Manager, oversee capital project design and construction. City reserves the right to solicit for engineering services for any individual capital or other city engineering project.
- Provide infrastructure impact analysis, as needed.
- Provide detailed design and construction specifications for successful bidding and construction coordination of infrastructure improvements and maintenance projects.
- Consult with state and federal agencies having jurisdictional authority over City project, as warranted.
- Perform engineering work pertaining to property acquisitions, condemnations, forfeiture activities, public improvements and improvement districts, public rights of way, easements, code enforcement, annexations, and matters related to special assessments and public utilities.
- Assist with budgeting, planning, and rate studies.
- Suggest and comment on engineering related ordinance modifications, construction standards, and specification modifications.
- Work with City staff to review or complete permits, applications, or agency notification.
- Work with City staff, organizations and funding agencies to help develop competitive and complete funding proposals.
- Serve as the City's project manager for public improvements prepared by other engineers.
- Review preliminary design drawings and design calculations for compliance with local, county and state requirements and sound engineering practices.
- Attend pre-application, pre-construction, Planning Commission and City Council meetings as requested by the City.
- Review final drawings and, after acceptance, stamp and sign the drawings.
- Periodically review project construction sites in an attempt to ensure compliance with plans and specifications.
- Review completed project sites, the as-built drawings, testing results, and as-built certifications.

- Review and formulate updates to City master plans and feasibility studies, as requested. Sub-consultants may be used, subject to written approval by the City, on design projects or where supplemental expertise is desired.
- Perform additional basic engineering and special services which cannot be fully described at this time, as requested by the City.

The City Engineer reports directly to the City Manager. City Engineer will have contact with City Council as a whole, not individual member of Council, including the Mayor. Much of the work occurs via telephone conferences and e-mail. Inquiries from the general public and/or press are outside the purview of the City Engineer. Any and all inquiries for the City Engineer's time shall be channeled through the City Manager, or the City Manager's designee, who must authorize such request prior to the City Engineer taking any action.

II. PROPOSAL INSTRUCTIONS

A. PROPOSAL SUBMITTAL AND DUE DATE

Proposers shall provide six hard copies of proposer's proposal in a sealed envelope clearly marked: "Confidential: City of Belle Isle City Engineer of Record Proposal". Proposals shall be submitted by 3:00 p.m. on June 7, 2017 to:

Bob Francis
City Manager
City of Belle Isle
1600 Nela Ave.
Belle Isle, FL 32809

Proposals shall be organized as specified in Article II.E, Proposal Contents. The City of Belle Isle assumes no responsibility for delayed or undelivered mail or express packages. Proposals which are not delivered by the above specified time and date will not be considered. Faxed or electronically transmitted proposals will be rejected as non-responsive.

B. INQUIRIES

Questions concerning this RFP should be submitted in writing to:

Bob Francis
City Manager
City of Belle Isle
1600 Nela Ave.
Belle Isle, FL 32809
bfrancis@belleislefl.gov

C. RESERVATION OF RIGHTS

The City reserves the right to: 1) seek clarifications of each proposal; 2) negotiate a final contract that is in the best interest of the City and the public; 3) reject any or all proposals; 4) cancel this RFP at any time if doing so would be in the public interest, as determined by City in its sole discretion; 5) award the contract to any proposer based on the evaluation criteria set forth in this RFP; 6) waive minor informalities contained in any proposal, when, in the City's sole judgment, it is in the City's best interest to do so; and 7) request any additional information City deems reasonably necessary to allow City to evaluate, rank and select the most qualified proposer to perform the services described in this RFP.

D. PROTESTS

Proposers are directed to the protest procedures by writing to the City Manager

PROPOSAL CONTENTS

Proposals shall include, at a minimum, the following items:

- The name of the person(s) authorized to represent the proposer in negotiating and signing any agreement which may result from the proposal.
- Qualifications:
 - Name and qualifications of the individual who will serve as the City Engineer.
 - The names of professional persons who will assist the City Engineer in performing the work and a current résumé for each, including a description of qualifications, skills, and responsibilities. The City is interested in professionals with experience serving small governmental entities and especially serving cities comparable in size to Belle Isle.
 - Specifically address proposer's familiarity with laws and regulations governing public water, wastewater, storm water, and transportation systems, including operations, construction and maintenance of the City's current systems.
- Description of proposer's expertise in the following areas:
 - Civil, Electrical, Mechanical and Transportation Engineering;
 - Deep well groundwater pumps and water distribution systems;
 - Municipal ground/surface water rights acquisition and maintenance of;
 - Pump station and gravity wastewater collection systems;
 - Aerated lagoon wastewater treatment with land applied effluent disposal;
 - WPCF and NPDES permit regulations and compliance;
 - Municipal transportation systems involving state and federal highways;
 - Road maintenance techniques and applications;
 - Florida land use law/planning and development related infrastructure issues;
 - Public improvement contracting and administration;
 - Contract law and intergovernmental agreements;
 - Public Utility billing operations and maintenance; and,
 - Public finance and infrastructure financing.
- Explanation of proposer's workload capacity and level of experience commensurate with the level of service required by the City.

- Explanation of proposer’s facilities and availability of support staff.
- Proof of Insurance of \$2 million professional liability insurance and \$2 million comprehensive and automobile liability insurance. Proof of coverage by Workers’ Compensation Insurance or exemption.
- A list of at least three references from government clients of similar size for whom similar services have recently been provided. (For all references, please include names, phone numbers, and description of work performed.)
- A list of the tasks, responsibilities, and qualifications of any subconsultants proposed to be used on a routine basis and proof of adequate professional liability insurance for any subconsultants.
- Written affirmation that the firm has a policy of nondiscrimination in employment because of race, age, color, sex, religion, national origin, mental or physical handicap, political affiliation, marital status or other protected class, and has a drug-free workplace policy.
- Confirmation that the proposer is a civil engineer licensed to work in the State of Florida.
- A discussion of proposer’s use of local resources and community involvement.

E. PUBLIC RECORDS

All proposals submitted are the property of the City of Belle Isle, thus subject to disclosure pursuant to the public records law. Accordingly, proposals received and opened shall not be available for public inspection until after City’s notice of intent to award this contract is issued. Thereafter, except for information marked “Proprietary”, all documents received by City shall be available for public disclosure. The City will attempt to maintain the confidentiality of materials marked “Proprietary” to the extent permitted under the Oregon Public Records law.

F. COSTS

Proposers responding to this RFP do so solely at their own expense.

III. PROPOSAL EVALUATION

A. MINIMUM QUALIFICATIONS

The City will review proposals received to determine whether or not each proposer meets the following minimum qualifications:

- A Civil Engineer licensed to work in the State of Florida.
- Ability to provide the engineering work needed by the City to the standards required by the City, County and State.
- Has the financial resources for the performance of the desired engineer services, or the ability to obtain such resources.
- An Equal Opportunity Employer and otherwise qualified by law to enter into the attached Engineering Service Contract.

B. EVALUATION CRITERIA

Proposals meeting the above minimum qualifications will be evaluated by the City using the following criteria:

	Maximum Points
1) Specialized experience in the type of work to be performed, specifically including work in a city of similar size.	(50)
2) Qualifications and experience of the staff assigned by proposer to perform these services.	(40)
3) Past experience of proposer and project team members with relevant county, state, and federal regulatory and funding agencies.	(20)
4) Quality of proposed scope of work, including the proposed management techniques and practices for City service needs.	(20)
5) Familiarity with the City and City locale.	(30)
6) Availability and capability to perform the engineering services described in this RFP on an ongoing basis.	(40)
Maximum Total Points	200

C. SELECTION

Selection of the most qualified candidate will be made without regard to the price of the services. Only after selection of the most qualified candidate will the City and selected candidate enter into contract negotiations for the price of the services.

The evaluation committee will consist of 4 members, at least one of which will be a City Councilor, who will serve as Committee Chair. Each member shall complete an evaluation sheet ranking each qualified proposer against the weighted criteria set forth in Article III.B of this RFP. Completed evaluations shall be combined and tallied. The City reserves the right to interview one or more of the highest ranked candidates. Upon completion of its evaluation process, the evaluation committee shall provide the results of the scoring and ranking to the City Council, with an awardee recommendation.

If the Council does not cancel the RFP after receipt of the evaluation committee's scoring results and recommendation, the City will begin negotiating a contract with the highest ranking candidate. The City shall direct negotiations toward obtaining written agreement on the Engineer's performance obligations, a payment methodology that is fair and

reasonable to the City, and any other provisions the City believes to be in the City's best interest to negotiate.

If the City and the selected candidate are unable for any reason to negotiate a contract at a compensation level that is reasonable and fair to the City, the City shall, either orally or in writing, formally terminate negotiations with the selected candidate. The City may then negotiate with the next most qualified candidate. The negotiation process may continue in this manner through successive candidates until an agreement is reached or the City terminates this RFP.

It is the desire of the City to have a new engineering contract in place no later than July 7, 2017.

D. CONTRACT

The City desires to enter into a professional services agreement, which includes all services necessary for this position, whether or not the services are specifically outlined in this RFP.

The selected proposer will be expected to sign the attached written agreement, which will incorporate this RFP and awardee's proposal. Submittal of a proposal indicates a proposer's agreement with the terms of the attached contract. Any open terms in the attached contract will be completed, based upon awardee's proposal. Negotiations shall be limited to cost and any other terms the City chooses to negotiate, in City's sole discretion.

The City anticipates payment for services on an hourly basis. However, the City will also consider alternative proposals. The City reserves the right to negotiate a compensation package that is fair and reasonable to the City, as determined solely by City.

It is anticipated that the City of Belle Isle will enter into a five (5) year agreement, which thereafter may be extended upon written consent of both parties for additional two (2) year terms.

The agreement requires that awardee will comply with all applicable federal and state laws, rules and regulations.

**The City of Belle Isle is an Equal Opportunity/Affirmative
Action Employer
Women, Minorities and Disabled Persons are encouraged to apply**

THIS SOLICITATION IS NOT AN IMPLIED CONTRACT AND MAY BE MODIFIED OR
REVOKED WITHOUT NOTICE



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

Meeting Date: May 2, 2017

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: RFP for Strategic Planning Services

Background: A strategic planning: a long-term roadmap comprised of a set of goals and objectives that help Belle Isle successfully move forward from where we are now to where we want to be. It is also a preventative measure designed to assist in achieving maximum effectiveness and equity before a program or department reaches crisis level. Strategic planning is “proactive,” instead of “reactive.”

Strategic planning helps us realize its long-term vision by setting up goals and objectives in a systematic, incremental manner. Simply put, it makes you take a look at what’s going on today, where you want to be tomorrow and which steps you will need to take to get there. It includes those priorities that are important to the citizens. Because citizen input is a vital component in the process, the ability of the strategic plan to address their needs is great. Also, with public sentiment advocating more fiscal prudence, a solid strategic plan with definite objectives, financial targets and monitoring tools in place, ensures accountability.

The strategic planning process should involve the public. Public forums, surveys and task forces involve residents and will also allow the public to feel a sense of ownership. A strategic plan is a tangible reflection of community spirit and culture.

The goals and objectives that are put on paper are representative of numerous people: staff, elected officials, and citizens. It also conveys the Belle Isle community values and reinforces the reciprocal partnership that government has to its citizens. The strategic plan articulates those issues that are important to our community and allows a collective action plan to come to fruition.

The attached RFP solicits for a consultant to conduct the process. Although I have conducted these in the past, I believe a consultant should be hired so I can be an active participant in the process this initial time and have the consultant put the plan together. Therefore I would like you to review this RFP so we can determine the cost. Most processes that I dealt with are about \$10,000 - \$15,000 depending on what services they do.

CITY OF BELLE ISLE, FLORIDA
REQUEST FOR PROPOSALS
LOCAL GOVERNMENT STRATEGIC PLAN CONSULTANT SERVICES

The City is seeking proposals from qualified and experienced persons or firms for local government strategic planning consulting services. Consultants are invited to submit a proposal which includes an outline of their experience and qualifications in performing work directly related to the services required.

The City will receive sealed proposals until 2:00 p.m. (local), June 16, 2017, located at City Hall, 1600 Nela Ave., Belle Isle, Florida, 32809 or . E-mailed to or faxed proposals will not be acceptable.

1. City of Belle Isle

The City of Belle Isle (<http://www.cityofbelleislefl.org/>) is a friendly Central Florida community in southeastern Orange County where peaceful, lakefront living provides a permanent vacation from surrounding metros. Originally established in 1924 to protect Lake Conway and the surrounding chain of lakes, Belle Isle's local government works diligently to preserve the environment that more than 6,000 residents call home.

Once a Native American oasis, Belle Isle was founded by Central Floridians in 1924 to protect [Lake Conway](#) and its chain of lakes. Town supporters resisted Orange County's plan to use the lakes for drainage by forming their own municipality.

Belle Isle's first citizens and interim Mayor C.H. Hoffner unanimously voted on the city's name, which resembles the French phrase for "beautiful island." Arthur Q. Lancaster later served as the first elected mayor.

In 1928, Belle Isle was annexed back into Orange County and records of the City of Belle Isle ceased to exist. However, residents rallied against another attempt by the County to use the lakes for drainage in 1954, and the local government was reinstated. The State of Florida later recognized the City of Belle Isle's charter in 1972. In the same year, [City Hall](#) was named "Dexter Hall" to recognize Mayor Ross Dexter, the first mayor to pass away while in office.

The city's government ran continuously until the early 2000s when a [council-manager form of government](#) was adopted in an attempt to better serve Belle Isle residents. Since that time, the city has flourished. Annexations, the establishment of a Belle Isle [Police Department](#) and an agreement to open [Cornerstone Charter Academy](#) mark Belle Isle's largest achievements in recent years.

Belle Isle has a total area of 5.1 square miles (13.2 km²), of which 2.3 square miles (6.0 km²) is land and 2.8 square miles (7.2 km²) (54.42%) is water.

The city of Belle Isle is close to [Orlando International Airport](#), being only three miles northwest of it; [Orlando](#) itself is only five miles north. Belle Isle is the location of Lake Conway, one of Greater Orlando's largest lakes. The southern portion of Little Lake Conway, another large lake, is also in Belle Isle.⁴

2. Project Introduction

The City of Belle Isle wishes to develop and implement a strategic plan that will articulate a clear vision of its future that is integrated with an organizational philosophy and guide elected officials' and employees' actions for its successful operation. The plan will include benchmarks or milestones that measure the City's progress toward achieving its strategic goals and objectives.

While the City has not previously adopted a vision statement and strategic goals, the City Council realizes that they have a clear understanding of why the Council exists, who its customers are, what services it provides to them, and that its customers needs are being served. This is necessary to ensure that citizens' needs can best be served, and that local government officials develop clearly defined blueprints and implement them to ensure it happens. The process of developing the City's strategic plan will include an in-depth examination of the City's core mission and a resetting of its vision and goals so as to be both responsive and adaptive to current and anticipated changes in the challenging environment.

The City of Belle Isle is interested in having this plan completed with the City Commission's and community's acceptance. The process needs to involve educating the public on the benefits of a Strategic Plan and also provide for active community participation, to include but not necessarily be limited to:

- 1) Setting Direction (Environmental Scan and Vision)
- 2) Focusing Efforts (Goals and Priorities)
- 3) Implementation (Citywide/Department Plans)
- 4) Reporting (Progress)

A strategic plan is a “living document” and should undergo periodic review and adjustment to reflect progress towards achievement of goals and/or modifications of goals. As a process and eventual working document, the Edmonds Strategic Planning process and final document should provide a plan with 5, 10 and 20 year horizons to address the following issues:

- Help the City of Belle Isle decide what it wants to achieve in the future, including identification of what makes Belle Isle unique and special, and how the City can position itself to be prepared for the future while still retaining those qualities.
- Transform the conceptual goals of the visioning process into realistic, achievable targets.
- Encourage engagement and spark the interest and excitement of active/passive residents, business and property owners, city officials, city administration and staff, and others in the future potential of the City.
- Provide a process that allows general alignment and focus of the City Commission, city administration and staff, in addition to citizens, business interests, community groups, and other stakeholders to foster a sense of cohesion as to the City’s strategic direction.
- Generate new ideas and discussion about the built environment, sustainability, sense of place, and the City’s overall identity.
- Chart an effective, considered, and innovative course of action for the City’s future, setting priorities and maximizing innovative opportunities.
- Serve as a way to organize and prioritize City initiatives and resources to achieve specific goals within a specific period of time (e.g., 1 - 5 year timeframe in the short term; 6 – 10 years in the intermediate term; and a 10 - 20 year timeframe in the long term) with specific performance measures.
- Recognize any economic development potential and ways to diversify the local economy.
- Identify and analyze potential partnerships with other entities; (such as public/public, public/private) and encourage significant private investment in the redevelopment opportunities in the City.
- Plan for environmental sustainability.
- Plan for fiscal sustainability.

Through this planning process, the City is also interested in the successful prioritization of services and the following objectives:

- To evaluate the services we provide in the context of community expectations.
- To better understand our services in the context of the cause-and-effect relationship they have on the organization’s priorities.
- To provide a higher degree of understanding among decision makers as they engage in a process to rank services based on priorities.
- To articulate to people within city government and to the public how we value our services, how we invest in our priorities, and how we divest ourselves of lower-priority services (if necessary).

3. Scope of Services

The process should include an assessment of environmental factors – such as through the assessment of internal strengths and weaknesses and external opportunities and threats (generally referred to as “SWOT” analysis) or through an alternative approach. Critical issues should be

identified as a basis for assisting the City Commission develop broad goals that will serve as the basis for objectives and strategies City staff will develop to implement those goals.

These critical issues should at a minimum address local, regional, national, and global factors affecting the City including, but not limited to:

- (a) economic and financial factors,
- (b) demographic trends,
- (c) legal or regulatory issues,
- (d) social and cultural trends,
- (e) physical (i.e. community development),
- (f) intergovernmental issues, and
- (g) technological change.

The consultant(s) will guide and educate the City Commission and City staff through the process through one or more workshops and, as necessary, through individual meetings with City Commissioners and other community stakeholders. The City Commission is interested in citizen input to aid them in understanding and assessing public values, priorities and perception as the City Commission identifies priorities. The consultant(s) will advise the City Commission on how citizen input should best be incorporated in the strategic planning process. As part of the response to this RFP, the consultant(s) will identify the recommended method(s) (e.g., telephone survey, mailed survey, email/social media, and focus groups) and separately identify the cost of the intended method of obtaining valid citizen input to the City's strategic planning process.

3.1 Deliverables must be in a form that can be integrated with other existing activities such as the City budget process, the City's multi-year Capital Improvement Plan (CIP), long term financial planning, citizen surveys and performance measurement activities for City departments and for employees through the establishment of related measurable objectives. Towards that end, the consultant(s) will provide the City Commission and City staff a "roadmap" for integrating the strategic goals with these other processes.

3.2 The envisioned final documents are not intended to be voluminous and the City anticipates the strategic planning process to be as valuable as the resulting products. Recognizing the unique challenges facing government, the consultant must provide evidence of similar strategic planning experience with one or more comparable local governments. Florida local government experience is preferred, as is prior knowledge of the City and the issues it is facing as part of Orange County and the Central Florida region.

3.3 Staff resources will be made available to the consultant(s) to coordinate schedules, arrange use of City-owned facilities as may be necessary, and to record minutes of any City Commission discussions.

3.4 A City of Belle Isle documents (e.g., budget, studies, plans, reports, etc.) that provide additional background information about the City will be made available to the consultant(s).

4. Tasks/Deliverables

- 4.1 Gather and analyze information to become familiar with the City of Belle Isle.
- 4.2 Describe the overall strategy and identify key challenges and opportunities.
- 4.3 Develop an Action Plan and establish implementation steps and schedule.
- 4.4 Establish benchmarks or milestones that measure the City's progress throughout the Strategic Planning process.
- 4.5 Develop and initiate a public involvement program that engages the community and educates them about the Strategic Planning process. Electronic and telephonic surveys, community open houses, and other forms of community outreach could be used to achieve this deliverable. Provide summaries and analyses of all public input.
- 4.6 Participate in City Commission briefings and facilitate City Commission discussion and decision-making at Commission meetings.
- 4.7 Produce 10 copies (plus CD or other electronic media approved by the City) of a written report reflecting an assessment of the environment in which City services are provided using "SWOT analysis" or an alternate approach.
- 4.8 Conduct one or more workshops with the City Commission, supplemented by individual meetings with Commissioners, city staff and other community stakeholders.
- 4.9 Develop strategic goals and measurable objectives to determine if goals in the strategic plan have been achieved. This can be quantifiable, but at a minimum should be verifiable statements which should include timeframes for City Commission approval.
- 4.10 Identify existing or new resources (technology, people, equipment, funding, etc.) needed to achieve desired goals and objectives.
- 4.11 Provide 10 copies each of written drafts and final reports for implementing the City's strategic goals through objectives and benchmarks or milestones in a manner consistent with the City budget process, CIP, long term financial planning, and performance measurement activities for both City departments and employees.
- 4.12 Provide 10 copies of a City of Belle Isle Strategic Plan Executive Summary.
- 4.13 Provide a reproducible brochure detailing the City's strategic planning process for distribution to the public.

5. Term of Contract

The term of the contract between the City and the successful Proposer shall not exceed a period of six (6) months from its effective date.

6. Required Submittal

Submission/Format Requirements

Submit one (1) original unbound and five (5) bound copies of the proposal. All copies will be on 8 1/2" x 11" plain white paper, typed, and signed by an authorized representative who is able to contractually bind the Proposer. In addition, interested parties must submit one (1) original copy of the Proposal on a CD-ROM (or electronic media approved by the City) in printable Adobe or

Microsoft Word format (or other format approved by the City). Failure to adhere to the submittal quantity criteria may result in the Proposal being considered non-responsive.

Information to be included in the proposal: In order to maintain comparability and expedite the review process, it is required that proposals be organized in the manner specified below:

Title page:

Show the project name and number, the name of the Proposer's firm, address, telephone number, name of contact person and the date.

Table of Contents:

Include a clear identification of the material by section and by page.

Letter of Transmittal:

Briefly state the Proposer's understanding of the project and express a positive commitment to provide the services described herein. State the name(s) of the person(s) who will be authorized to make representations for the proposer, their title(s), office and E-mail addresses and telephone numbers. Please limit this section to two pages.

Location:

Given the geographical nature of the tasks to be carried out in the study, provide the location of where the work will be performed.

Experience:

A summary of Proposer's experience for similar projects that were or are being served by the Proposer (firm).

Please identify who will be the principal contact for the activity involved in the study and provide a summary description of their professional experience.

Skills and experience of the Proposer's Project Team must be included. Identify and provide evidence of sufficient qualified staff to perform the services in a timely and effective manner. Describe the experience of the entire project team as it relates to these types of projects. Include the experience of the prime consultants as well as other members of the project team; i.e., additional personnel, sub-consultants, branch office, team members, and other resources anticipated to be utilized for this project. Name specific projects (successfully completed within the past five years) where the team members have performed similar projects previously.

Proposer will be required to commit that the personnel and/or principals named in the proposal shall remain assigned to the "project" throughout the period of the contract unless provided for otherwise in a negotiated contract. No diversion or substitution of personnel or principals will be allowed without submission of a written request with the qualifications and experience of the proposed replacement. The approval of the City will be required for any such diversion or substitution.

Project Approach and Schedule:

A. Describe the Proposer's methodology with respect to performing the required services in the Scope of Work described in this RFP including proposed public involvement methods.

B. Discuss technical approach with respect to meeting the objectives of the study. Include estimated time periods for project phases and major activities and level of assistance required from city staff.

C. Include all project requirements and the proposed tasks, services, activities, etc. necessary to accomplish the scope of this project. The information submitted shall contain sufficient detail to convey the Proposer's knowledge of the subjects and skills necessary to successfully how the Proposer will ensure that all efforts are coordinated with the City's requirements.

Community Participation:

Include samples of questionnaires or web-based outreach sites that the Proposer has used for other strategic planning projects in which Proposer has provided strategic planning consulting services.

Pricing:

Include a concise narrative with sufficient detail indicating the proposed approach to providing the required services, including a description of the types and quantities of service that would be provided. Provide a cost for each of the major services provided along with the estimated number of expected work hours for each qualified staff. Period of time, stated as number of days, shall be calendar days. Actual compensation is subject to contract negotiations. Proposers may submit additional tasks and associated costs that could be performed by the consultant team for consideration by the City.

Signature Page:

The Proposal Signature Page must be completed, signed and returned.

Professional References:

Submit a recent client reference list of no more than one page, including name of contact, firm and/or governmental entity, address, telephone number and type of service provided each reference.

Litigation:

Disclose any litigation within the past five (5) years arising out your firm's performance.

Licensing and Registration:

Submit licensure and registration information that the Proposer is in good standing and authorized to do business in the State of Florida.

Return all RFP pages, initialed where indicated.

7. Selection/Evaluation Process

A Selection/Evaluation Committee will be appointed to select the most qualified firm(s). The Selection/Evaluation Committee will present their findings to the City Commission and, upon

Commission approval, will negotiate a contract with the most qualified firm(s).

Proposals will be evaluated using the following criteria:

Evaluation Criteria

- Completeness of response to the RFP requirements and presentation **(20 points)**
- Project team composition and experience of team working together on strategic planning projects. Demonstrated knowledge and experience with actual implementation of possible strategies and municipal financing. **(20 points)**
- Creativity and clarity in approach to tasks to be performed. **(20 points)**
- Proven experience in effective and successful facilitation skills, public involvement and incorporating elected official, staff and citizen input related to strategic plans. **(20 points)**
- Pricing. **(20 points)**

The Committee has the option to use the above criteria for the initial ranking to short-list proposers and to use an ordinal ranking system to score short-listed proposers following presentations (if deemed necessary) with a score of “1” assigned to the short-listed proposer deemed most qualified by the Committee.

Each firm should submit documentation that evidences the firm’s capability to provide the services required for the Committee’s review for short listing purposes. After an initial review of the Proposals, the City may invite proposers for an interview to discuss the proposal and meet firm representatives, particularly key personnel who would be assigned to the project. Should interviews be deemed necessary, it is understood that the City shall incur no costs as a result of this interview, nor bear any obligation in further consideration of the submittal.

When more than three responses are received, the committee shall furnish the City Commission (for their approval) a listing, in ranked order, of no fewer than three firms deemed to be the most highly qualified to perform the service. If three or less firms respond to the RFP, the list will contain the ranking of all responses.

The City Commission has the authority to (including, but not limited to); approve the recommendation; reject the recommendation and direct staff to re-advertise the solicitation; or, review the responses themselves and/or request oral presentations and determine a ranking order that may be the same or different from what was originally presented to the City Commission.

8. Hold Harmless and Indemnification

Proposer covenants and agrees that it will indemnify and hold harmless the City and the City’s contracted law enforcement provider, if applicable, and all of their officers, agents, and employees from any claim, loss, damage, cost, charge or expense arising out of any act, action, neglect or omission by the Proposer, whether direct or indirect, or whether to any person or property to which the City or said parties may be subject, except that neither the Proposer nor any of its subcontractors will be liable under this section for damages arising out of injury or damage to persons or property directly caused by or resulting from the sole negligence of the City or the City’s contracted law enforcement provider, if applicable, or any of their officers, agents or employees.

9. Retention of Records and Right to Access

The selected firm shall maintain during the term of the contract all books of account, receipt invoices, reports and records in accordance with generally accepted accounting practices and standards. The form of all records and reports shall be subject to the approval of the City's Internal Auditor. Recommendation for changes, additions, or deletions by the City's Internal Auditor must be complied with by the selected firm. The City's Internal Auditor must be permitted during normal business hours to audit and examine the books of account, reports, and records relating to this contract. The selected firm shall maintain and make available such records and files for the duration of the contract and retain them until the expiration of three years after final payment under the contract.

10. Communications

No negotiations, decisions, or actions shall be initiated or executed by the firm as a result of any discussions with any City employee. Only those communications, which are in writing from the City, may be considered as a duly authorized expression on behalf of the City. In addition, only communications from firms that are signed and in writing will be recognized by the City as duly authorized expressions on behalf of firms.

11. No Discrimination

There shall be no discrimination as to race, sex, color, creed, or national origin in the operations conducted under this contract.

12. Independent Contractor

The selected firm will conduct business as an independent contractor under the terms of this contract. Personnel services provided by the firm shall be by employees of the firm and subject to supervision by the firm, and not as officers, employees, or agents of the City. Personnel policies, tax responsibilities, social security and health insurance, employee benefits, purchasing policies and other similar administrative procedures applicable to services rendered under this agreement shall be those of the firm.

13. Staff Assignment

The City of Belle Isle reserves the right to approve or reject, for any reasons, Proposer's staff assigned to this project at any time. Background checks may be required.

14. Contract Terms

The contract shall include, but not be limited to the following terms:

The contract shall include as a minimum, the entirety of this RFP document, together with the successful Proposer's proposal. Contract shall be prepared by the City of Belle Isle City Attorney.

If the City of Belle Isle defends any claim, demand, cause of action, or lawsuit arising out of any act, action, negligent acts or negligent omissions, or willful misconduct of the contractor, its

employees, agents or servants during the performance of the contract, whether directly or indirectly, contractor agrees to reimburse the City of Belle Isle for all expenses, attorney's fees, and court costs incurred in defending such claim, cause of action or lawsuit.

15. Waiver

It is agreed that no waiver or modification of this contract or of any covenant, condition or limitation contained in it shall be valid unless it is in writing and duly executed by the party to be charged with it, and that no evidence of any waiver or modification shall be offered or received in evidence in any proceeding, arbitration, or litigation between the parties arising out of or affecting this contract, or the right or obligations of any party under it, unless such waiver or modification is in writing, duly executed as above. The parties agree that the provisions of this paragraph may not be waived except by a duly executed writing.

16. Survivorship Rights

This contract shall be binding on and inure to the benefit of the respective parties and their executors, administrators, heirs, personal representative, successors and assigns.

17. Termination

The contract may be terminated by the City of Belle Isle without cause upon providing contractor with a least sixty (60) days prior written notice. Should either party fail to perform any of its obligations under this contract for a period of thirty (30) days after receipt of written notice of such failure, the non-defaulting part will have the right to terminate the contract immediately upon delivery of written notice to the defaulting part of its election to do so. The foregoing rights of termination are in addition to any other rights and remedies that such party may have.

18. Manner of Performance

Proposer agrees to perform its duties and obligations under this contract in a professional manner and in accordance with all applicable local, federal and state laws, rules and regulations.

Proposer agrees that the services provided under this contract shall be provided by employees that are educated, trained and experienced, certified and licensed in all areas encompassed within their designated duties. Proposer agrees to furnish the City of Belle Isle with all documentation, certification, authorization, license, permit, or registration currently required by applicable laws or rules and regulations. Proposer further certifies that it and its employees are now in and will maintain good standing with such governmental agencies and that it and its employees will keep all license, permits, registration, authorization or certification required by applicable laws or regulations in full force and effect during the term of this contract. Failure of proposer to comply with this paragraph shall constitute a material breach of contract.

19. Addenda

The issuance of a written addendum is the only official method whereby interpretation, clarification, or additional information can be given. If any addenda are issued to this solicitation the City will attempt to notify all known prospective Proposers, however, it shall be

the responsibility of each Proposer, prior to submitting their response, to contact the City Manager at (407) 851-7730 to determine if addenda were issued and to make such addenda a part of their proposal. Addenda will be posted to the City's website.

20. Acceptance Period

Proposals submitted in response to this RFP must be valid for a period no less than ninety (90) days from the closing date of this solicitation.

21. RFP Conditions and Provisions

The completed and signed proposal (together with all required attachments) must be returned to City on or before the time and date stated herein. All proposers, by submission of a proposal, shall agree to comply with all of the conditions, requirements and instructions of this RFP as stated or implied herein. All proposals and supporting materials submitted will become the property of the City. Any alteration, erasure, or interlineations by the proposer in this RFP shall constitute cause for rejection. Exceptions or deviations to this proposal may not be added after the submittal date. All proposers are required to provide all information requested in this RFP. Failure to do so may result in disqualification of the proposal.

The City reserves the right to postpone or cancel this RFP, or reject all proposals, if in its sole discretion it deems it to be in the best interest of the City to do so.

The City reserves the right to waive any technical or formal errors or omissions and to reject all proposals, or to award contract for the items herein, in part or whole, if it is determined to be in the best interests of the City to do so.

The City shall not be liable for any costs incurred by the proposer in the preparation of proposals or for any work performed in connection therein.

25. Governing Law

Interested vendors will agree that agreements shall be governed by the laws of the State of Florida and the venue for any legal action will be Belle Isle, Florida.

26. Drug Free Workplace

The selected Proposer with whom an agreement will be negotiated will be required to verify they will operate a "Drug Free Workplace" as outlined in Florida Statute, Section 287.087.

27. Composition of Project Team

Firms are required to commit that the principals and personnel named in the proposal will perform the services throughout the contractual term unless otherwise provided for by way of a negotiated contract or written amendment to same executed by both parties. No diversion or substitution of principals or personnel will be allowed unless a written request that sets forth the qualifications and experience of the proposed replacement(s) is submitted to and approved by the City in writing.

28. Questions and Communication

All questions regarding the solicitation are to be submitted in writing to the City Manager, 1600 Nela Avenue, Belle Isle, Florida 32809, or email bfrancis@belleislefl.gov. All questions must include the inquiring firm's name, address, telephone number and RFP name and number. Questions must be received at least seven (7) calendar days before the scheduled solicitation opening. Oral and other interpretations or clarifications will be without legal effect. Any addendum necessary to answer questions will be posted to the City's website, and it is the Proposer's responsibility to obtain all addenda before submitting a response to the solicitation.

PROPOSAL SIGNATURE PAGE
LOCAL GOVERNMENT STRATEGIC PLANNING CONSULTANT

To: The City of Belle Isle, Florida

The below signed hereby agrees to furnish the proposed services under the terms stated subject to all instructions, terms, conditions, specifications, addenda, legal advertisement, and conditions contained in the RFP. I have read the RFP and all attachments, including the specifications, and fully understand what is required. By submitting this signed proposal, I will accept a contract if approved by the City and such acceptance covers all terms, conditions, and specifications of this proposal.

Proposal submitted by:

Name (printed) _____ Title _____

Company (Legal Registered) _____

Federal Tax Identification Number _____

Address _____

City/State/Zip _____

Telephone No. _____ Fax No. _____

Signature _____ Date _____

Addendum Acknowledgment - Proposer acknowledges that the following addenda have been received and are included in his/her proposal:

Addendum No. _____ Date Issued _____

Variances: State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of RFP, attachments, or proposal pages. No variations or exceptions by the Proposer will be deemed to be part of the proposal submitted unless such variation or exception is listed and contained within the proposal documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your proposal complies with the full scope of this RFP.

Variances: _____

Staff Recommendation: Approve the RFP

Suggested Motion: I move that we approve the RFP for Strategic Planning Services and direct the City Manager to report back at a future meeting on the services and costs.

Alternatives: Do not publish the RFP

Fiscal Impact: \$10,000 - \$15,000 depending on the level of service

Attachments: RFP



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

Meeting Date: May 2, 2017

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: RFP for Tree Services

Background: The City current does not contract for a specific tree service company. At times it has been difficult to get a tree service when needed and different pricing affects what can be done. In preparation for bad weather in the coming months (hopefully NOT) the City should have a tree contractor locked in to provide emergency services on a timely basis and also to do some proactive pre-storm work to lessen the probability of major damage should bad weather come upon us (hopefully NOT). . . Attached is a draft scope of work for tree services. I was planning to meet with the Tree Board to go over this, but the meeting for May 1, 2017 was cancelled, but I will have them involved in reviewing and evaluating the proposals and provide the Council with a recommendation at a future meeting.

Having a contracted tree service has the advantage of continuity of work and consistent standards of care.

Staff Recommendation: Approve the Scope of Work for Direct the City Manager to publish the RFP for tree services

Suggested Motion: No motion is necessary, just a consensus from Council to have the City Manager and Public Works Manager to forward with the RFP.

Alternatives: Not work toward a tree service contract and continue to do business as normal

Fiscal Impact: Unknown at this time, but to be eligible for Tree City USA designation, the requirement is \$2/capita.

Attachments: Scope of Work

SCOPE OF WORK

The Contractor will be required to perform and complete the tree trimming and tree maintenance work by providing all labor, tools, transportation, equipment, materials and supplies necessary to complete all work in a professional, thorough and timely manner, in accordance with standards and specifications as contained in this Section "Scope of Work."

A. ANNUAL MAINTENANCE PROGRAM

1) The Contractor shall be required to submit a work schedule based on the City's annual tree pruning requirements, tree removal and replacement program, and planting projects, as detailed in this Scope of Work section. The bid shall include a recommended annual work plan, daily work schedules, personnel and vehicles that would be required to complete the annual maintenance program as described in paragraph "E" of this Scope of Work section. Depending on the City's current and future tree trimming and tree maintenance needs, the scheduled work may require multiple crews to perform concurrently within the same time constraints.

2) The Contractor shall have competent working supervisors at each jobsite at all times when work is being performed. Each supervisor must be capable of communicating effectively both in written and oral English and hold the necessary certifications or credentials as described herein for that position. All supervisors must possess adequate technical background to ensure that all work is accomplished in accordance with the special provisions of this RFP.

B. EMERGENCY RESPONSE PROTOCOL

1) The Contractor is required to have a Project Manager available by telephone on a twenty-four (24) hour basis that is assigned to provide direct and prompt attention to requests from the City for emergency and after-hours tree service requests.

a. The Contractor shall acknowledge tree related emergency calls during normal business hours of operation and after-hours within fifteen (15) minutes of the initial call by the City.

b. The response time for a crew to arrive on-site for tree related emergencies during normal business hours of operation shall not exceed sixty (60) minutes.

c. The response time for a crew to arrive on-site for tree related emergencies outside of normal business hours of operation shall not exceed two (2) hours.

Failure to meet these requirements for timely response to emergencies shall result in a \$500 penalty for each occurrence, as the actual liquidated damages incurred by the City in such occurrence cannot readily be ascertained at this time.

E. FIVE YEAR TREE MAINTENANCE PLAN

Within ten (10) months of contract award, Contractor will review citywide tree inventory and will provide the City with a Five Year Tree Maintenance Plan (TMP). This plan will include the

proposed annual grid trimming schedule outlining the plan for trimming each of the City's trees over a five year cycle, with exception for trees designated for more frequent trimmings. The TMP will be a five-year prioritized plan that identifies trees that need to be removed and replaced, as well as filling of vacancies. The TMP will present three (3) tree species as options for each tree site recommended for replacement. The options will take into account any of the City's appropriate planning documents such as the City's General Plan and Street Tree Master Plan, as well as spacing concerns, area for planting, sidewalks, existing landscape, watering needs, etc. The TMP will include an estimated annual cost for each of the five years, for removal and replacement, assuming a 24" box replacement.

F. WORK QUALITY AND GENERAL STANDARDS

All work performed by Contractor shall comply with good arboreal practice for the particular species of trees being trimmed, shall be consistent with the Pruning Standards as adopted by the International Society of Arboriculture, and/or "Pruning Landscape Trees" by U.C. Agricultural Extension Service #AXT-288. The Contractor shall also meet the requirements of the most current American National Standards, Z133-1-1972, entitled "Safety Requirements for Tree Pruning, Trimming, Repair or Removal," published by the American National Standard Institute, Inc., 1430 Broadway, New York, New York 10018.

The City's designated representative shall determine if the Contractor has met all trimming requirements, and payment shall not be made by the City for trimming that is not in accordance with the above standards.

Prior to beginning the work, the Contractor shall review with the City's designated representative the various methods, tools and work scheduling to be used on the specific project to be undertaken.

Any structural weakness, decayed trunk or branches, or split crotches or limbs discovered by the Contractor during the course of trimming shall be reported to the City's designated representative for determination of action, as soon as it is discovered. When working on a tree, the Contractor shall be responsible for the removal of all vines entwined in the tree or around its trunk, and for the removal of sucker growth from tree trunks.

Daily tree trimming operations shall commence no earlier than 7:00 AM and shall be completed each day no later than 4:30 PM.

The Contractor's quality of work for all trimming of trees shall be such that if a tree has been trimmed within the last twenty-four (24) months, and there is an issue such as a limb drop, dead branches, etc., the Contractor will respond as directed by the City's designated representative (whether emergency or standard response) at Contractor's own expense. A work zone shall be established and maintained for each tree trimming or other operations. The Contractor shall use all appropriate methods used in the field of tree trimming and tree

maintenance for establishing and maintaining such work zone. No person other than members of the Contractor's work crew may be allowed to enter such work zone. If any person enters such work zone, the Contractor shall immediately cease all work and operation of all equipment until the work zone is clear.

G. PUBLIC NOTICING

The Contractor shall supply and post standard signage, with professional quality graphics, approved by the City's designated representative, on the trunk of the tree at the work site at which work is to be performed, at least seventy-two (72) hours in advance of work with the signage clearly stating what type of work is to be done and what effect the work will have on parking availability at that particular site. Posting shall be affixed to the tree trunk using materials that do not cause permanent damage to the tree. In the event that a tree trunk is not available for posting, the Contractor shall affix the posting to a standard size safety cone and place that cone in the center of the parkway where a tree is to be planted or atop a stump that is scheduled for grinding.

The Contractor shall comply with all provisions of the Belle Isle Municipal Code (BIMC) regarding work to be performed on street trees and landscaping (See Belle Isle Municipal Code, Section 48-63.).

I. WILDLIFE PROTECTION

Prior to the commencement of any work in the vicinity of any tree, each tree shall be visually surveyed, from all sides, for the sole purpose of detecting the presence of bird nests or wildlife of any type. If a nest is found and is determined to be active, there shall be no work of any type in the tree in which the nest is found without the written permission of the City's designated representative. At no time shall any nest or wildlife be removed from its location. In the event that wildlife is accidentally displaced, the Contractor shall notify the City's Animal Control Division and/or the nearest appropriate animal rescue facility for assistance.

K. SETUP, OPERATIONS, EQUIPMENT STAGING

The Contractor shall setup, operate and stage in a manner that presents the least amount of disruption to residents, businesses, the public and traffic flow. Outside of an emergency situation, at no time will multiple setups or equipment staging be allowed on both sides of a street within the same block. Equipment shall never be stored or left unattended on a public street, City facility or private property. The staging of equipment shall not be exempt from the work hour restrictions defined herein.

L. IDENTIFICATION AND REPORTING OF HAZARDS

While performing work of any type, the tree worker should inspect for any obvious hazards related to trees, including uplifted sidewalk segments. All hazardous situations should be corrected or promptly reported to the City's designated representative. Any defective or weakened trees shall be reported to the City's designated representative. The Contractor will be responsible for providing the City with the location and height of the uplifted sidewalks as part of the GIS mapping inventory. This information will be updated, at a minimum, on a weekly basis.

N. CLEANUP OF GREEN WASTE AND DEBRIS

Limbs, logs or any other debris resulting from any tree operations shall be promptly and properly removed. The work area shall be kept safe at all times until all operations are completed. Under no circumstances shall the accumulation of brush, limbs, logs or other debris be allowed to pose a hazard to the public. During production trimming and removals, debris shall be removed from public rights of way and private property within one (1) hour of the completion of work on the tree from which the debris was generated. All trimming activities shall cease immediately if clean up equipment ceases to function or is not available (e.g. loader, roll off equipment, staff). Street rights of way shall not be used to stage unattended debris generated during standard work hours. All debris from tree operations shall be cleaned up each day before the work crew leaves the site. All lawn areas shall be raked, all streets/sidewalks shall be swept, and all brush, branches, or other debris shall be removed from the site. Areas are to be left in a condition equal to or better than that which existed prior to the commencement of tree operations. No material is to be allowed to enter any storm drain nor shall any member of the public be allowed into the work area. Under no circumstances shall any member of the public be allowed to collect, salvage, or remove any brush, limbs, logs or other debris from the work area.

O. DISPOSAL OF MATERIALS

The Contractor shall recycle all green waste produced as a result of the Contractor's operations under the terms of an awarded contract. All green waste shall be reduced, reused, recycled, and/or transformed by the Contractor. All brush generated from tree trimming operations shall be recycled where practical.

1) Wood Chips

Reducing shall include but not be limited to chipping, grinding, and/or shredding operations. Disposal is to be at City Public Works, or other designated location, for use in the residential mulching program, or through use as mulch on City property at the direction of the City's designated representative.

The City shall have first right of refusal as to the use of all disease-free wood chips generated from chipping, grinding, and/or shredding operations. Chips generated from trimming operations within the City of Belle Isle may be dumped and spread at a City designated site with written permission from the City's designated representative.

Wood waste generated from tree removals shall be chipped into pure wood chips with an even uniform size. Diseased trees shall not be commingled with regular trees in the creation of wood chips. The disease-free chips shall be dumped and spread in specified locations in the City at the direction of the City's designated representative. It is the responsibility of the Contractor to appropriately dispose of diseased trees.

2) Large Branches/Logs

Large branches and/or logs will be delivered to a designated location by the City. Large Branches or logs will be cut up in sizes to be easily managed and will be available to city residents for use.

X. TREE REMOVAL

Tree removal consists of the removal of the entirety of a hardwood tree or palm tree and the removal of its root system.

1. The Contractor shall comply with all general specifications standards described herein.
2. The price given by the Contractor for tree removals shall be inclusive of all staff, materials and equipment necessary to remove trees as described herein.
3. The Contractor shall identify the location of all utilities and private property landscape irrigation components prior to the removal of a tree and its root system. The Contractor shall notify the City's designated representative in writing of any condition that prevents the removal of a tree and/or the grinding of its root system. The Contractor shall take all responsibility for any damage that occurs once the process of removing a tree and/or associated root grinding begins.
4. The Contractor shall comply with wildlife protection standards described herein whenever removing a tree.
5. The Contractor shall not remove any tree without first confirming that the tree being considered is indeed the tree to be removed. Any confusion should be resolved by contacting the City's designated representative for assistance. The errant removal of trees shall be penalized up to the cost of the replacement.
6. During a tree removal, the Contractor shall maintain control of the tree and its parts at all times, which shall include the selection and use of proper techniques and equipment. At no

time shall branches, limbs or tree trunks be allowed to freefall and create damage of any type. The Contractor will be held liable for loss of control incidents and shall pay for all damages and associated costs.

7. Cranes and other rigging equipment shall be properly certified, with evidence of such available for inspection prior to use of said equipment in the City. Crane operators shall be certified by the National Commission for the Certification of Crane Operators (NCCCO) and shall display current certification prior to operating a crane in the City. The use of cranes and certified operators shall not result in additional charges to the City beyond the unit price for the work being performed (e.g., the price for tree removal).

8. While loading and handling debris, the Contractor shall maintain control at all times so as not to result in damage to the public rights of way or private property. In addition, the Contractor shall not drop logs or trunks as to create undue noise or shock impact related damages to public and/or private property.

11. The Contractor shall be responsible for the repair of any private property including any irrigation system components damaged during a tree removal or stump grinding. Repairs shall be made using components matching those that were damaged.

CONTRACT TERM

The awarded contract term is five (5) years, effective from the date of execution of the contract, with the City's option to extend the contract on the same terms for three (3) additional one (1) year periods. The City shall not be required to provide "cause" or any reason whatsoever should the City elect not to renew. The contract term and all extensions thereto shall not exceed a total of eight (8) years.



CITY OF BELLE ISLE, FLORIDA

1600 Nela Avenue

Belle Isle, Florida 32809

(407) 851-7730 • FAX (407) 240-2222 www.cityofbelleislefl.org

To: City Council
From: Lydia Pisano, Mayor
Date: April 28, 2017
Subject: Cornerstone Charter School Board Applications

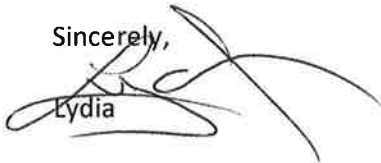
Please be advised that the Cornerstone Charter School Board rejected City Council's candidates for the School Board positions. Although they were very good candidates, the School Board felt that they needed more diversity on the Board.

The Board further stated, since the school's focus is on STEM (Science, Technology, Engineering, and Math, and also Life Sciences/Bio Med) consideration should be given to that criteria in the candidate selection process. The Board passed a motion to submit a short list of applicants, all of which were included in your original packet.

In order to give the Council the opportunity to further review this list of candidates, we will not be discussing this item at the May 2nd meeting. I will be contacting all of the candidates and advising them that we will be reviewing their applications again, and personally inviting them to the City Council meeting on May 16th, so that we can meet them.

These seats are important to the City as well as to Cornerstone Charter Academy, and we should exercise every opportunity to make the right choice. Since the School Board does not meet again until June, there is no need to rush this decision.

Sincerely,


Lydia