



city council agenda

Agenda
May 07, 2019 * 6:30 PM
City Council Meeting
1600 Nela Avenue

Nicholas Fouraker Mayor	Kurt Ardaman City Attorney	Bob Francis City Manager	Ed Gold District 1	Anthony Carugno District 2	Karl Shuck District 3	Mike Sims District 4	Harv Readey District 5	Jim Partin 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 cityofbelleislefl.org.

1. Call to Order and Confirmation of Quorum
2. Invocation and Pledge to Flag - Karl Shuck, Commissioner District 3
3. Vice Mayor Election (Code Section 4.03)
4. Consent Items
 - a. Approval of the City Council Workshop minutes - April 9, 2019
 - b. Approval of the City Council meeting minutes - April 16, 2019
 - c. Approval of donation of shotguns

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. Conceptual Plan for Wallace Field (30 minutes)

7. New Business

- a. Police Advisory Committee Selection (30 minutes)
- b. Approval of Planning & Zoning District 7 Board Member, Dr. Leonard Hobbs (5 minutes)
- c. Discussion of Lot at 7208 Seminole Drive (30 minutes)
- d. Wind Drift Storm Water Project (10 minutes)

8. Attorney's Report (5 minutes)

9. City Manager's Report

- a. Issues Log (10 minutes)
- b. Surplus Mayors Office Furniture and Police Department Tasers (5 minutes)
- c. Chief's Report (5 minutes)

10. Mayor's Report (5 minutes)

11. Council Reports (15 minutes)

12. Adjournment

"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 84



city council minutes

MINUTES
April 9, 2019
Workshop Session 5:30 pm

The Belle Isle City Council met in a City Council Workshop on April 9, 2019, at 5:30 p.m. at the City Hall Chambers located at 1600 Nela Avenue, Belle Isle, FL 32809.

Present was:

Mayor Nicholas Fouraker
Commissioner Gold
Commissioner Anthony Carugno
Commissioner Karl Shuck
Commissioner Mike Sims
Commissioner Harv Readey
Commissioner Jim Partin
Commissioner Sue Nielsen

Absent was:

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

CALL TO ORDER

Mayor Fouraker called the City Council Workshop Session to order at 5:30 pm and confirmed quorum.

Mayor Fouraker led the Pledge to the flag.

City Clerk informed the Council that Commissioner Ed Gold might not be present for the workshop due to a previous engagement.

BELLE ISLE TRANSPORTATION MASTER PLAN PRESENTATION

City Manager Francis introduced Jim Watson from Nelson Nygaard who presented the findings from the Stakeholders meeting, existing traffic conditions and proposed recommendations.

Mr. Watson presented a power point presentation and stated that as part of their research they reached out to the community with a kick-off meeting last spring, a stakeholder meeting in November and a City Council presentation on November 13, 2018. Also he reached out to Orange County and FDOT for further feedback on the proposed master plan.

Mr. Watson presented an overview of the following:

Community Goals

- Transportation is safe for all residents
- Minimal traffic congestion
- Comfortable areas to walk/bike/shop
- Attractive streets to contribute to the community

Community Highlights/Comments

- Safety and Traffic congestion on Hoffner and Nela
- Additional safety on Daetwyler, Judge, Perkins, and Gondola

Existing Congestion Conditions

- Hoffner Avenue
- North/South Connectivity is limited
- East/West needs improvement
- Cut through traffic

Policy-Oriented Recommendations

- Provide a complete policy showing how the streets are used
- Safe/Accessible
- Robust network for bicycle traffic and effective transit connectivity
- Provide for safe and efficient flow of private vehicles

Physical Recommendations and Improvements (maps provided)

- Roadway, Bicycle and Pedestrian network
- Proposed 18 foot shared used paths along Hoffner Avenue (North), Daetwyler (w), Judge (s), Gondola and Perkins
- Prioritize the installation of Flashing Beacons on heavy travel streets
- Cost Elements; development fees, annexation, and Regional Coordination Funding to help fund improvements

Other items for consideration

- The use of Golf Carts limited to subdivisions and bike lanes on the south side of the City
- Beach Line ramp tolling mechanisms

Council addressed the following concerns,

- Tighten up the curb radius on Seminole and Nela, Daetwyler and Judge with additional signage and speed humps
- Widen the shared used path on Judge Road next to the wall or add a 2-3 foot buffer
- Highlight/Mark the pedestrian crosswalks/medians on areas like Hoffner and Nela
- Add pedestrian improvements and have the County re-assess the speed limits on City/County roads
- Have Belle Isle representation with the Orange Avenue corridor planning groups to discourage cut-through traffic
- Research and provide documentation on ownership of surrounding roads
- Add raised crosswalks by Nela intersection, Orange Avenue and Matchett to slow traffic
- Coordinate with the County and commission a study to install crosswalks on the north side of Hoffner at Darden or Pelleport
- Add annexed subdivision Brighton Park to the research and proposed maps
- Widen McCoy Road and improve traffic flow by removing some of the rights-of-way and prioritizing the timing of the traffic lights
- Tighten enforcement on the boundary roads with interlocal/mutual aid agreements
- Request a compilation of all the trouble spots and concerns identified to move forward with County Officials

City Manager Francis reported that the County is in the process of transferring the roads to the south and the east which include Seminole from Nela to Daetwyler, Judge Road from Conway to Daetwyler, Daetwyler from Judge Road to McCoy frontage and McCoy from Daetwyler to Gondola. The roads, when transferred, will be upgraded to the current State standards and allow for the Belle Isle Police enforcement.

After discussion, Council consensus was to schedule additional public forum workshops and allow the residents to provide additional feedback before moving forward. Also, the Council would like to see further discussion on how the City can reduce traffic on the roads and create a better flow of existing traffic.

CITIZEN COMMENT

Mayor Fouraker opened for citizen comment.

- Richard Weinsier shared his concerns with the traffic on Seminole/Nela Avenue. He would like to see speed humps installed.
- John Tremblay would like to see flashing beacons on the streets by the school and recommends crosswalks are well marked.

ADJOURNMENT

There being no further business Mayor Fouraker called for a motion to adjourn. The motion was passed unanimously at 7:30 p.m.

Yolanda Quiceno, CMC, City Clerk



city council minutes

MINUTES
April 16, 2019
Regular Session 6:30 pm

The Belle Isle City Council met in a regular session on April 16, 2019, at 6:30 p.m. at the City Hall Chambers located at 1600 Nela Avenue, Belle Isle, FL 32809.

Present was:

Mayor Nicholas Fouraker
Commissioner Gold
Commissioner Anthony Carugno
Commissioner Jeremy Weinsier
Commissioner Mike Sims
Commissioner Jim Partin
Commissioner Sue Nielsen

Absent was:

Commissioner Harv Readey

Also present were City Manager Bob Francis, Attorney Kurt Ardaman, Chief Houston and City Clerk Yolanda Quiceno.

CALL TO ORDER

Mayor Fouraker called the City Council Regular Session to order at 6:30 pm and the City Clerk confirmed quorum. Commissioner Gold gave the invocation and led the Pledge to the flag.

Mayor Fouraker announced that Vice Mayor Readey will not be in attendance and asked for an excused absence.

Comm Gold motion to approve the excused absence for Vice Mayor Readey.

Comm Nielsen seconded the motion which passed unanimously 6:0.

COMPREHENSIVE ANNUAL FINANCIAL REPORT – McDIRMIT DAVIS

Mathew Lee, Auditor Supervisor from McDirmit Davis with offices at 934 Magnolia Avenue presented the Comprehensive Annual Financial Report Year Ended September 30, 2018. Mr. Lee gave an overview of the CAFR highlights for the 2018 Audit as follows,

- Audit Opinion – unmodified
- General Fund balance decreased \$1.01m to \$1.47m due to,
 - \$775k spent on resurfacing and sidewalks.
 - Irma expenditures of \$543k (\$1.28m total).
 - Police wages & benefits cost increased to \$195k.
- Stormwater fund decreased \$358k, to \$307k.
- Charter schools no longer presented as component units due to change in the relationship with the school. In the past the School was considered a fund to the City, then they moved to a discrete component unit, and now the City is no longer considered part of the City's budget for reporting purposes.
- Recommendation regarding the use of purchase orders as a result of the forensic order. The use of purchase orders allows for pre-approval of large ticket items to stay within budget before incurring the expense. If the City chooses to apply a purchase order system, it should be used on how it was intended, if not it will just be additional paperwork for the staff.

Mr. Lee stated that overall the City is in good financial condition. The type of spending is healthy and needed. It is important that the City spends the money now on these necessary projects or they will be spending more in the long run. Mayor Fouraker shared his concern with the decrease in funds and asked for further clarification.

Mr. Francis clarified that under the 2018 Public Safety- General Fund Expenditures Composition the total consist of Law enforcement, as well as, Orange County Fire Fee and Orange County Dispatching Services.

Discussion ensued on introducing another component to review and reconcile bank statements. Comm Gold suggested creating a Resident Advisory Committee to review bank statements before reconciliation by the Finance Manager.

Mayor Fouraker asked if McDirmit Davis is responsible for auditing vendor contracts versus what is paid by invoice. As part of the internal control testing of the annual audit, Mr. Lee said they could examine some contracts for proper procurement and if there is a material increase. However, as far as overages, that tends to be outside the auditing scope.

Mayor Fouraker shared and presented a concern presented at the last Council meeting by a resident. He said the Solid Waste contract was approved over 20% than allowed by the provisions of the contract. He asked if the auditor would have reviewed that detail. Mr. Lee said they are not here to catch day-to-day errors or manage the internal controls. However, they will inquire about the reason for the increase and rely on staff response. The auditor's function is to ensure reasonable assurance that the statements are not misstated. Mr. Fouraker said he is new to this process and cannot find that there is no cumulative answer as to where a 20% increase came from.

Bob Francis asked Mr. Lee if the City received the 1.1 m obligated by FEMA how would the balance change. Mr. Lee said the FEMA money would increase the fund balance from \$6m to \$7m. Secondly, the waste contract calls for no more than 3% CPI; however, it can also include fuel adjustments, tipping fees at the landfill and four other parameters that allow rate adjustments from the current contract. Mr. Francis added this is why with the new contract the City will go for no more than a 3% CPI to avoid unforeseen increases.

Comm Sims stated that any contract can have an overrun or an increase and can be justifiable. In his opinion, this is a contract issue and not an audit issue.

Comm Carugno shared his concern with the approach and comments made during the discussion.

After discussion, Mayor Fouraker opened for approval of the Consent Items.

CONSENT ITEMS

- a. Approval of the City Council meeting minutes – April 2, 2019
Comm Nielsen motioned to approve the minutes of April 2, 2019.
Comm Sims seconded the motion which passed unanimously 6:0.

CITIZEN COMMENT

Mayor Fouraker opened for citizen comment.

- Ralph Yarbrough said he was going to ask about the Solid Waste increase. Also, he said he would like to see the Purchase Order process implemented properly.
- Dave Snavelly residing at 2800 Alsace Court shared his concern with the contract negotiations with City contracts. He would like the City to balance the costs and benefits when making contract decisions.

There being no further citizen comments Mayor Fouraker closed citizen comment.

UNFINISHED BUSINESS

Draft Ordinance for Parking Changes

Mr. Francis presented the draft changes to the parking ordinance directed by the Council at a previous work session. The following changes were presented for discussion,

Sec 30-1(8) – Definitions: ADD:

- Front Yard means the area extending across the front of a lot between the side lot lines and being a minimum horizontal distance between the street line and the principal building.
- Garage: An accessory building or an accessory portion of the main building, designed and/or used for the shelter or storage of vehicles owned or operated by the occupants of the main building.
- Parking Strip means the City Right-of-Way (ROW) between the curb (or edge of pavement) and sidewalk (if no sidewalk then the property line).

Sec 30-73 Parking of motor vehicles – ADD:

- (g) For residences with a valid building permit, this section shall not apply to contractors working at the residence.
- (h) No motor vehicles, recreational vehicles, watercraft or utility trailers will be parked or stored on any vacant property in the City.

Sec 30-74 Issuance of citation – ADD

- (b) The amount of such civil penalty shall be set by a resolution of the City Council
- (c) This schedule of fines may be periodically amended by ordinance resolution of the city council.

Sec 30-76 Fines and hearings - EDIT

- (b) Hearing request by person cited. Any person summoned by a parking violation citation, upon the payment of a fee of ~~\$150.00~~ \$50.00 in cash, money order or cashier's check, may within five working days after issuance of the citation file with the city manager a written request for a hearing before the city council with the City Manager. Such hearing shall be set at a regular or special meeting to be held not later than 60 days after the filing of such request. The person summoned by the parking violation citation shall be given at least five working days' written notice of the time and place of such hearing. At the completion of the hearing, the city council City Manager shall decide whether or not the citation was justified and whether or not the fine should be imposed/upheld. In the event, the city council City Manager overturns the parking violation, the fee of ~~\$150.00~~ \$50.00 shall be refunded to the person that paid such fee within five working days of the city council's decision unless the decision of the City Manager is appealed to the City Council.

Sec. 30-83. - Parking of motor vehicles on Parking Strip - ADD

- (a) The vehicle must have only its passenger-side wheels on the parking strip.
- (b) There will be no parking in the parking strip on major collector roads.
- (c) Official government vehicles and public utility vehicles on service calls are exempt from this section. Official government vehicles include any contractor hired by the City or other governing agency.

Section 30-84 Residential Parking District

- (a) The City Council has the authority, on its own motion or upon approval of a petition from a majority of the residents of the district or proposed district, to designate, repeal, or revise residential parking districts, and to establish the parking restrictions (i.e. days, hours, exemptions) for each separate residential district. Residential parking districts may be designated only in the R-1-A, R-1-AA, or R-2 zones.
- (b) Residency Required for a Permit. Residential parking district permits shall only be issued to residents of the parking district. A resident is a licensed driver who resides in a dwelling unit approved for residential occupancy and who is the owner of or a tenant in the dwelling unit or who can demonstrate by some other means of the exclusive right of occupancy.
- (c) In addition to the residential parking permit, each dwelling unit in a residential parking district with an approved application shall receive two (2) short-term visitor passes.
- (d) Temporary parking district permits are available for specific functions (i.e., party, graduation, wedding, etc.) An application for temporary permits shall be made by the resident of the district on the City application form. Temporary parking permits may be issued for 24 hours and up to seven (7) days, as determined by the City Manager.

Section 30-102 Regulation of parking and storing - ADD

- (e) Subsections (a) and (b) shall not apply to employees of a company that needs to respond to emergencies (electrician, plumber, tow truck) provided that the commercial vehicle is parked fully in the driveway and does not block the sidewalk or creates other obstructions parked at the residence; however prior authorization must be obtained from the City Manager or City Manager's designee.

Section 30-132 Regulation of parking and storing - ADD

- (d) No vehicle shall be occupied for permanent living purposes, nor connected to public utilities (sewer, water, or electric) while stored at a residence.
- (e) No vehicle shall be used as a short-term rental.

Section 30-133 Parking of watercraft - ADD

- C(4) No recreational vehicle or utility trailer shall be parked, stored or kept in the front yard of the property, or on any vacant or undeveloped property.
- D(4) Any vehicle parked in a front yard must be parked:
 - a. Completely on an approved prepared surface as described in (d) (4) below.
 - b. At least three feet from any existing sidewalk
 - c. At least three feet from any side lot line
 - d. At least three feet from a non-sidewalk curb or roadway if no curb.
- D(5) General standards for designated parking areas:
 - a. All areas designated as parking or driveway shall be constructed of the following materials: asphalt, concrete, pavers, 4" grave or crushed rock, mulch, or other material approved by the City Manager or City Manager designee.
 - b. All areas designated as parking or driveway shall be completely contained within a permanent border.
 - c. The borders of any prepared parking surface constructed of gravel, crushed rock, mulch, or any other loose material approved by the City Manager or City Manager designee, shall be delineated with anchored man-made or natural landscape edging materials such that the parking area is clearly defined and the loose material contained so to prevent spreading and deterioration of the parking area.
 - d. The parking area must be accessible from the driveway and curb cut if there is a curb. The parking space shall not be accessed by driving over the curb and/or sidewalk.
 - e. If in an area with an HOA (whether voluntary or mandatory), the HOA needs to approve the application.
- D(6) All improved parking surfaces shall be maintained in a good and safe condition and be free of holes, cracks or other failures that may affect the use, safety, appearance or drainage of the surface or adjoining property. Final determination of a parking surface's condition shall be at the discretion of the City Manager or the City Manager's designee.
- D(7) Permit Needed:
 - a. A permit is required for all front lawn parking
 - b. Permit must be signed by the property owner. Tenants are not allowed to sign a permit on behalf of the property owner.
 - c. The City Manager or City Manager designee will administer the permit process.
 - d. If part of an HOA, if the HOA does not allow front yard parking, then the application will be denied.
 - e. No vehicle shall be occupied for permanent living purposes, nor connected to public utilities (sewer, water, or electric) while parked on a public road right-of-way.

Mayor Fouraker spoke on the confusion by many residents and clarified that the edits are not an attempt to rob any person to fairly park but protection to areas where it is an ongoing challenge. In addition, the residents will be responsible for requesting a parking district if desired.

Council recommended the following,

1. Review of Section 30-133 – 4(d)(4)(c) At least three feet from any side lot line
This section should be revisited because there are many homes in the city where do not have much of an option to park their recreational vehicles.
2. ~~DELETE:~~ Section 30-76(b) "...In the event, the ~~city council~~ City Manager overturns the parking violation, the fee of ~~\$150.00~~ \$50.00 shall be refunded to the person that paid such fee within five working days of the city council's decision unless the decision of the City Manager is appealed to the City Council."
3. Section 30-133 Parking of watercraft - ADD
 - D(5) a. All areas designated as parking or driveway shall be constructed of the following materials: asphalt, concrete, pavers, 4" ~~grave~~ gravel or crushed rock, mulch, or other material approved by the City Manager or City Manager designee.

After discussion, Comm Nielsen motioned to have staff make the corrections as presented and have the City Attorney create an ordinance for first reading at the next Council meeting.

Comm Partin seconded the motion which passed 6:0.

NEW BUSINESS

Revisions to the City Manager Employment Agreement

At this time, Mr. Francis stated that he would sit out of the discussion and will have the City Attorney introduce the discussion. Attorney Ardaman presented the revised Employment Agreement consistent with State Law and the City Charter. There are no substantive changes to the business deal between the City Council and Mr. Francis.

Comm Sims asked since the existing contract ratified since it passed by Council and signed by the employee; or is it not enforceable and can Council reopen for consideration. Attorney Ardaman said the contract approved by City Council and executed by both parties is a binding contract. The only issue concerning the law is that some of the provisions are inconsistent and should be severed and readopted for consistency.

Comm Nielsen agrees with the City Attorney and believes the changes made will clear many of the issues raised. She said the contract is very generous compensation for a city our size and noted that it is very hard to get a qualified City Manager in Florida. During the City Manager search the City received approximately 80 applications, and only two applicants were qualified. Comm Nielsen asked for clarification on the amount of PTO proposed vs. Executive Leave and where the money comes from? After discussion, Attorney Ardaman said a provision could be inserted to clarify that there will be no compensation to be paid for Executive Leave if not used. Also, Mr. Francis said the funding would come out of the General Fund.

Mayor Fouraker strongly shared his concern with procedural issues, errors, and the lack of checks and balances. Furthermore, he noted that the City Attorney did not review the contract before the City Council approval. Mayor Fouraker asked for a matrix of 5-6 cities showing comparable salaries. Comm Nielsen stated that the City did review a matrix during the initial City Manager search. She also researched the same information from the Florida League of Cities with a range of salary from \$118 to \$145.

Comm Sims stated that it is appropriate to approve the redlined changes to bring the contract consistent with State Law and the Charter. He feels that it is inappropriate to re-negotiate one iota of compensation without reopening the motion of approval. Comm Sims asked that Council motion to reopen the discussion or cease further discussion on compensation. Attorney Ardaman said when there is a binding contract it cannot be unilaterally changed; both parties must agree to renegotiation or terminate the contract.

Comm Carugno motioned to adopt the revised City Manager Employment Agreement.

Comm Sims seconded the motion.

Comm Shuck asked if this edited contract is approved does it replace the original contract. Attorney Ardaman said yes. He further stated that there is no place in writing, that he can find, that states that the City Attorney must review the contract. Also, the contract that was approved when Mr. Francis initially was hired is nearly identical to the contract written by a different attorney.

For the record, Comm Partin clarified that the Commission did review the contract and did not want to give the wrong perception to the Community. Mayor Fouraker clarified that his reference was Counsel, not the Council/Commission.

Mayor Fouraker shared his concern with the flawed process, conflicting contractual issues, and rules and procedures on governing meetings.

After further discussion, Mayor Fouraker called for the motion.

Attorney Ardaman said the proposed changes are consistent with law and the City Manager has agreed to the changes.

Comm Carugno motioned to adopt the revised City Manager Employment Agreement per the corrections made by the City Attorney.

Comm Sims seconded the motion which passed unanimously 6:0.

Appointment to Orlando Metro Plan Municipal Advisory Committee

Mr. Francis said Metro Plan Orlando is required by their by Laws to reaffirm City participation as a member of the Municipal Advisory Committee. Mayor Pisano was the City's representative, and the City should continue to participate. He suggests that Mayor Fouraker continue as the primary and would like to request a nomination for an alternate. The meetings held on the 1st Thursday of the month held in the Sun Trust park Building.

Comm Gold moved to appoint Mayor Fouraker as the primary representative to the Municipal Advisory Committee and Sue Nielsen as the alternate.

Comm Partin seconded the motion which passed unanimously 6:0.

Attorney Ardaman stated that the City Clerk must post the meeting as Public Meetings if the Primary and Alternate representative is present at the same time.

Appointment of Douglas DeYoung to the Tree Board

Mayor Fouraker announced the nomination of Doug DeYoung for the Tree Board Committee. Mayor Fouraker called for a motion to approve the nomination.

Comm Gold moved to approve the appointment of Douglas DeYoung to the City Tree Board.

Comm Sims seconded the motion which passed unanimously 6:0.

ATTORNEY REPORT - No report.

CITY MANAGER'S REPORT

City Manager Francis announced the following updates,

- District 7 P&Z Board member seat is open for reappointment replacing Nicholas Fouraker
- District 6 P&Z Board member seat is open for reappointment replacing Russell Cheezum
- May 9th in Casselberry – Required FLC Ethics Training. Please contact the City Clerk if you will be attending.
- May 2nd - Public Hearing Notice at the Board of Zoning Adjustments: Special Exception for an open-air market to held at 7133 South Orange Avenue
- May 21st – Board of County Commissioners - Pine Castle Urban Center Plan
- May 24th – CCA Board meeting

Issues Log update

- Gene Polk Park – FEMA approved total mitigation submitted by the City – awaiting State of Florida approval
- Street Paving – Miling started on Overlook. Alerts and notices delivered to surrounding neighbors
- Storm Drain – Wind Drift bids received within 2-weeks. Contract awarded at the May 7th Council Meeting
- Traffic Studies – The Trentwood neighborhood no longer want the chicane. They would like to replace it with an hourglass figure allowing one vehicle at a time
- Fountain of Nela – Duke replacing a transformer in the next two weeks
- Wallace Matchett Area – Met with residents on April 10th. Minor changes to be presented at the May 21st CC meeting
- Acquisition of Property – Awaiting appraisal for Cross Lake property
- Charter School – Have not heard from a consultant regarding our denial to sell the property. He will consider this project closed until the consultant responds.
- Strategic Plan – Extended to June 2019
- Municipal Code Update – Continued review and update.
- Comp Plan Updated - Comp Plan is coming to its 10-year update period.
- Annexation – Will start looking into annexation in the next few weeks.
- Sustainability – Awaiting quotes for Solar for the PD and CCA Building
- Forensic Audit – Finance Manager and City Manager looking as implementing policy recommendations

Chief's Report -

- A Citywide uptick on vehicle burglaries – Alerts have been sent out; Let's Harden The Target.
- Marine Patrol – Increase activity on the lake. Heavy citations issued to Jet Skiers over the weekend.
- Three residents have volunteered to donate 5-shotguns to the Police Department totaling 1,020.
- Police Advisory Committee selections to be presented at the May 7th City Council meeting.

MAYOR'S REPORT

- Mayor Fouraker presented an Easter Egg Hunt budget for approval totaling \$450. To be held at Cornerstone at the Football Field.
 - Comm Shuck shared his concerns with the lack of process followed for special events submittals. He discussed the highlighted items in the Events Policy. He would like to have the policy followed moving forward.
 - Discussion ensued on filling the open seats on the Special Events Committee.
 - Mayor Fouraker said he or a member of the Events Committee submit an After Action Report.

Comm Sims moved to approve the budget and plan as presented. He further added that all future events follow the special events policy as written.

Comm Gold seconded the motion which passed unanimously 6:0.

Comm Nielsen requested that the City send out an email calling for interested candidates for the Special Events Committee.

- Mayor Fouraker announced and gave a brief update on his attendance at the Metro Plan Orientation meeting. Mayor Fouraker also thanked Mr. Francis, Comm Carugno and Chief Houston's representation at Forum with Sheriff Mina and Myra Uribe.
- Mayor Fouraker requested a motion to allow the City Attorney or Staff to review the Solid Waste contract with Republic Services to ensure proper invoicing per contract.

Comm Nielsen moved to approve review by the City Attorney of the Solid Waste Contract with Republic Services.

Comm Carugno seconded the motion which passed unanimously 6:0.

COUNCIL REPORT

- Council welcomed the incoming Mayor and Commissioner.
- Comm Carugno gave an update of the upcoming Air Traffic Flow meetings and asked that all residents attend. The next meeting dates are April 17th (Florida Hotel), and 18th (Winter Park)

ADJOURNMENT

There being no further business Mayor Fouraker called for a motion to adjourn. The motion was passed unanimously at 8:55 p.m.

Yolanda Quiceno, CMC, City Clerk



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

Meeting Date: May 7, 2019

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: Donation of Shotguns

Background: On April 25, 2019, three residents of Belle Isle donated five shotguns to the Police Department. Currently, the City has not policy of donations, therefore, the Council should accept this generous donation by approving a motion to accept them.

The City staff drafted a donation policy that the City Attorney is currently reviewing. Once reviewed and any changes made to the policy, it will be placed on the agenda for adoption. Although no discussion or action is being requested at this time, the draft policy is included for the Council to review for discussion at a later date.

Staff Recommendation: This item is for approval under the Consent Agenda.

Suggested Motion: None needed with the approval of the Consent Agenda.

Alternatives: None

Fiscal Impact: 5 shotguns costing \$400 – Total donation \$2,000

Attachments: Memo from BIPD
Draft Policy on Donations (For review only - Not for discussion)



Belle Isle Police Department

April 26, 2019

Interoffice Memorandum:

TO: Bob Francis
City Manager

FROM: Deputy Chief Travis Grimm

RE: Shotguns to be added to inventory

The following shotguns have been donated to the Belle Isle Police Department. I am requesting the following shotguns be added to the Belle Isle Police Department inventory. Please let me know if you need additional information.

Manufacture	Model	Serial Number
Remington	870	S3CC51368F/AT#0154
Remington	870	S#CC52375F/AT#0160
Remington	870	S#CC50680F/AT#0152
Remington	870	S#CC52365F/AT#0155
Remington	870	S#CC51365F/AT#0161

Bob Francis, City Manager

✓ Approved

Disapproved

** Community First **



City of Belle Isle Donation Policy

I. Purpose

Members and supporters of the Belle Isle community from time to time wish to support the community by making donations to the City of Belle Isle. The City Council appreciates this generosity and has adopted this policy regarding donations to the City of Belle Isle, including City departments and City sponsored programs, activities, and events. (This policy is distinct from the Employee Gifts Policy outlined in the City's Personnel Manual, which provides City of Belle Isle employees with a clear standard about when it is acceptable and prohibited to accept gifts from a member of the public, a business, an organization, or other entity.)

II. Definitions

1. **Donation:** a contribution made to the City without expectation of goods, services, or significant benefit or recognition in return. Donations may be in the form of money or in-kind contributions of products, services, investment securities, real property (land), or any combination thereof. A donation may be **unrestricted**, where the donor has placed no limitation on its use, or **restricted**, where the donor has restricted its use to a specified purpose. Donations that, if accepted, would obligate the City to enter into a service, procurement, or other agreement shall not be considered a donation. Grants to the City from a local, state, or federal agency are not subject to this policy.
2. **Donor:** Any organization or individual who provides the City with a donation.
3. **Donation Acceptance Agreement:** An agreement between the City and the donor that details any restrictions on a donation as well as the respective obligations of the donor and the City.
4. **Fundraising:** Any activity conducted with the intent of generating donations to the City. Fundraising activities may include, but are not limited to contacting individuals, companies, foundations, or other entities with a request for a donation to the City.

III. General Provisions

1. The City welcomes unrestricted donations as well as restricted donations that enhance City services, reduce costs that the City would incur in the absence of the donation, or that otherwise provide a benefit to the City. The City reserves the right to decline any donation, without comment or cause if upon review, acceptance of the donation offer is determined in the sole discretion of the City to be not in the best interests of the City.
2. Donors shall not expect, nor shall the City grant, any extra consideration to the donor in relation to City procurement, regulatory matters, or any other business, services, or operations of the City.
3. No City Council member, Commissioner, employee, or volunteer shall solicit donations in cash or in-kind services for any City project, program, activity, or event (“supported activity”) unless the City Council has approved a plan for the supported activity. This will normally apply to City-sponsored events.
4. Donations must be directly related to providing goods or services to the public or for another valid public purpose. Donations may not be used for personal financial gain of any City elected or appointed official or employee.
5. The net benefit of a donation should be considered when determining whether to accept a donation. Net benefit includes all lifecycle costs of ownership, including maintenance, repair, clean-up, administrative, and any potential liability or expenses that may be associated with the donation.
 - a. Donations may not be used to implement new on-going programs or services unless a permanent source of revenue is identified to support the program or service.
 - b. Potential costs and liabilities should be considered if a donation of personal property or of a service does not include the same indemnification, insurance, bonding, or warranties that the City would normally receive through procurement of personal property or services.
 - c. Real property may be donated to the City provided that it will not expose the City to an unreasonable risk of litigation or liability, because of the physical condition of the property or existence of claims, liens, and encumbrances against the property.
 - d. The potential and extent of the City’s obligation to maintain, match, or supplement the donation.
6. Council members and other City officials are responsible for reporting fundraising activities and donations as required by applicable laws and regulations.

IV. Procedures

1. Unrestricted donations of \$5,000 or less may be accepted by the City Manager. Unrestricted donations of more than \$5,000 and restricted donations of more than \$500 must be brought to the City Council for approval and acceptance. Restricted donations of \$500 or less may be accepted by the City Manager.
2. The City Manager may accept or decline any donation in the City Manager's sole discretion and may choose to request City Council consideration of any donation. The City Manager shall report to the City Council on all donations in excess of \$1,000 at a City Council meeting within thirty days of accepting the donation.
3. The City Council shall consider proposed donations beyond the authority of the City Manager set forth above and proposed donations referred to it by the City Manager. The City Council may accept or decline any donation at its sole discretion.
4. All donations will receive appropriate recognition as determined by the City Manager or City Council at the time the donation is accepted, taking into consideration the nature and level of the donation. Upon request of the donor or if specified in a City-initiated request for donors, limited forms of promotional activity (such as logo or name placement on signs, flyers, and other materials related to a program or activity supported by the donation) are permitted. The appearance of traditional commercial advertising should be avoided and the size of donor recognition should be in keeping with the size of non-recognition information used in the materials. The agreed upon form of recognition should be identified in the donor receipt or a donation agreement. Any naming of City parks, property, or facilities shall follow the guidelines set forth in the City Resolution 17-19 Pertaining to Naming City-Owned Land and Facilities.
5. When donations with a value in excess of \$100 are accepted or upon the request of the donor, the City will issue the donor a receipt indicating the amount of the donation or describing the goods or services donated within 30 days of receiving the donation. (In accordance with the Internal Revenue Code the City does not provide an estimated value of in-kind donations; donors may refer to IRS Publication 561 for more information on valuing donated property.) The donation receipt shall also include the date of the donation, the name of the donor, the purpose of the donation (if a restricted donation), a brief description of any public recognition that will be made by the City, and note that the donor received no goods or services in exchange. The original receipt shall be submitted to the donor and the City shall retain a copy. A sample donation receipt is attached as Exhibit B.

6. Before acceptance of a restricted donation valued at more than \$500 or an unrestricted donation valued at more than \$5,000, the respective obligations of the donor and the City shall be set forth in a Donation Acceptance Agreement. A sample donation agreement is attached as Exhibit A. The City Manager or City Council may require donation agreements for donations valued at any amount. The Donor Acceptance Agreement including the donor names and donation amounts are public information subject to disclosure pursuant to the Florida Public Records Act.
7. The City shall maintain records for the receipt of all donations and shall comply with all reporting requirements and regulations.

V. Dissemination of Information

1. A copy of each Donation Acceptance Agreement for accepted donations shall be forwarded for information to the City Council by the City Manager.
2. A copy of each Donation Acceptance Agreement for accepted donations shall be forwarded for information to the Finance Department and the designated department for which the donation was assigned.
3. Each original Donation Acceptance Agreement shall be maintained by the City Clerk.

VI. Distribution of Donation

1. Tangible items will be distributed to appropriate City departments for use or, at the discretion of the Department Director or City Manager, disposed of in an appropriate manner according to the Belle Isle Municipal Code.
2. Donations of cash for designated donations will be deposited into the appropriate revenue account for the designated City department.
3. Donations of cash for undesignated donations under \$5,000 will be deposited into the City's General Fund donation account. Undesignated donations in an amount over \$5,000 will be distributed at the direction of City Council.

EXHIBIT A – SAMPLE DONATION ACCEPTANCE AGREEMENT



DONATION ACCEPTANCE AGREEMENT

Name of Donor: _____

Address: _____ City: _____ State: _____ Zip: _____

Description of donation: _____

Donor estimate of current value: _____

Potential immediate or initial acquisition or installation cost, any on-going maintenance or

replacement cost: _____

Intended use: _____

Conditions of acceptance or donor designation: _____

Remarks: _____

City Department receiving donation: _____

APPROVED / DISAPPROVED

Date

City Manager Signature

Date Submitted to Council

Date Approved by Council

Date

Mayor Signature

NOTE: The City of Belle Isle cannot guarantee future funding for repair, maintenance, use or replacement of donated items.

cc: City Council, Finance Department, City Clerk

EXHIBIT B – SAMPLE DONATION RECEIPT



City of Belle Isle Donation Receipt

This is to confirm that on _____ [insert date] the City of Belle Isle received from
_____[insert donor name and address]:

- ☐ a monetary contribution of \$ _____
- ☐ a non-monetary contribution consisting of [describe goods, services, property, securities, etc.]:

No goods or services were provided by the City of Belle Isle in return for the contribution.

The City sincerely appreciates your donation.

Bob Francis
City Manager
City of Belle Isle



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

Meeting Date: May 7, 2019

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: Conceptual Plan for Wallace Field

Background: At the April 24, 2019 Cornerstone Charter Board meeting, the CCA Board approved the conceptual designs for Wallace Field. The plan consists of a building for storage and restrooms, a gate through the wall to the CCA Football Field, benches, a meandering path, fitness stations, bike racks, bat houses, and a community garden (Photos 1 to 6).

The City Council also directed that the City Manager meet with the neighbors near Wallace Field to receive their input on the CCA conceptual designs. The City Manager and District 2 Commissioner Carugno met with the neighbors and the City Manager and the Mayor met with the neighbors a second time. To be clear, Commissioner Carugno and Mayor Fouraker met with the neighbors on different occasions and did not attend the meetings together. At the second meeting, the neighbors reviewed the conceptual design approved by the CCA Board and are requesting the Council consider the following changes to the plan:

1. No building for storage or restrooms
2. No on-site parking, but try to establish limited parking possibly along Wallace Street between Matchett Rd and Randolph Ave.
3. No Community Garden
4. No Fitness Stations
5. Add a fenced area for dogs to run off-leash
6. Add landscaping to attract pollinators (Butterflies and bees).
7. Allow for only a gate through the wall
8. Bat houses and bike racks
9. Adopt the original concept plan (Photos 7 & 8).

Separate from Wallace Field development, but closely linked, the neighbors expressed concern that CCA would use the Wallace right-of-way for access to the lake and they

continue to support the concept of a ramp in this location for emergency personnel only. The question was raised that with the proximity to Randolph Ramp, why can't CCA use that facility for crewing?

Also, according the Use Agreement, "Concept, Site Plan and Improvements Approval. On or before one hundred twenty (120) days after the Effective Date ("Approval Date"), the City and CCA shall consider what concept, site plan and improvements for the Property are acceptable. If the City and CCA, in their respective sole discretions, do not each approve of the same concept, site plan and improvements for the Property on or before the Approval Date, this Agreement terminates on the day after the Approval Date." The Effective Date is January 15, 2019; the 120 day Approval Date is May 15, 2019.

Staff Recommendation: The staff does not have an approval recommendation. There is clearly compromise on both sides. In a recent City survey, we had many responses for a dog park and parking so residents who live in other districts could enjoy the facilities. The staff supports the pollination landscaping in lieu of the gardens and the addition of a dog park. The staff will also look for off-site parking in close proximity to the field. If no decision is made by the City Council, the Council will either have to extend the Approval Date, convene a Special Meeting prior to the Approval Date to continue to discuss the improvements, or let the Agreement terminate. As for extending the Approval Date, the City Attorney can give an opinion on any extension.

Suggested Motion: I move we approve the design concepts for Wallace Field as discussed at tonight's meeting.

Alternatives: Do not approve, but provide further guidance to staff on design..

Fiscal Impact: TBD. Part of the agreement is for CCA to develop the field at their expense.

Attachments: Design concepts 1 to 8



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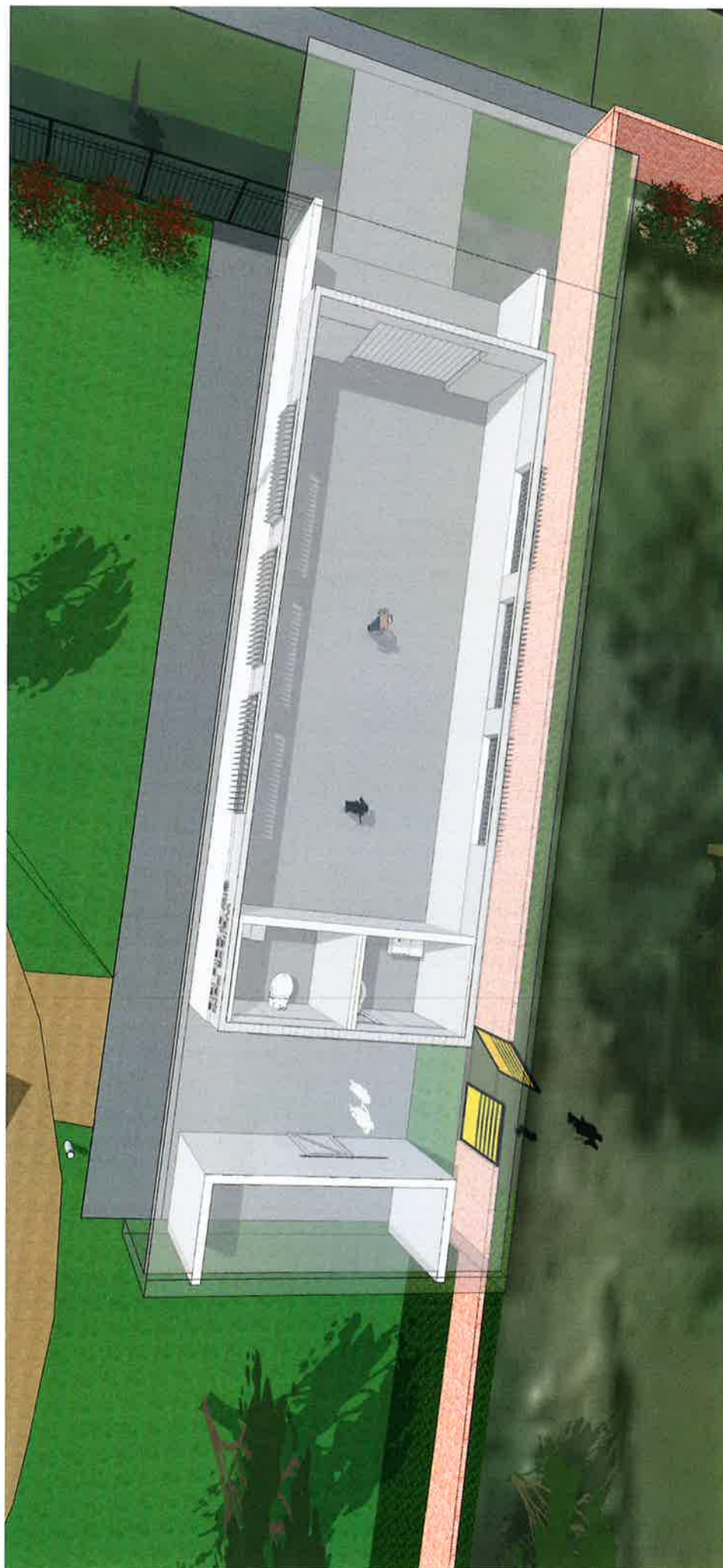
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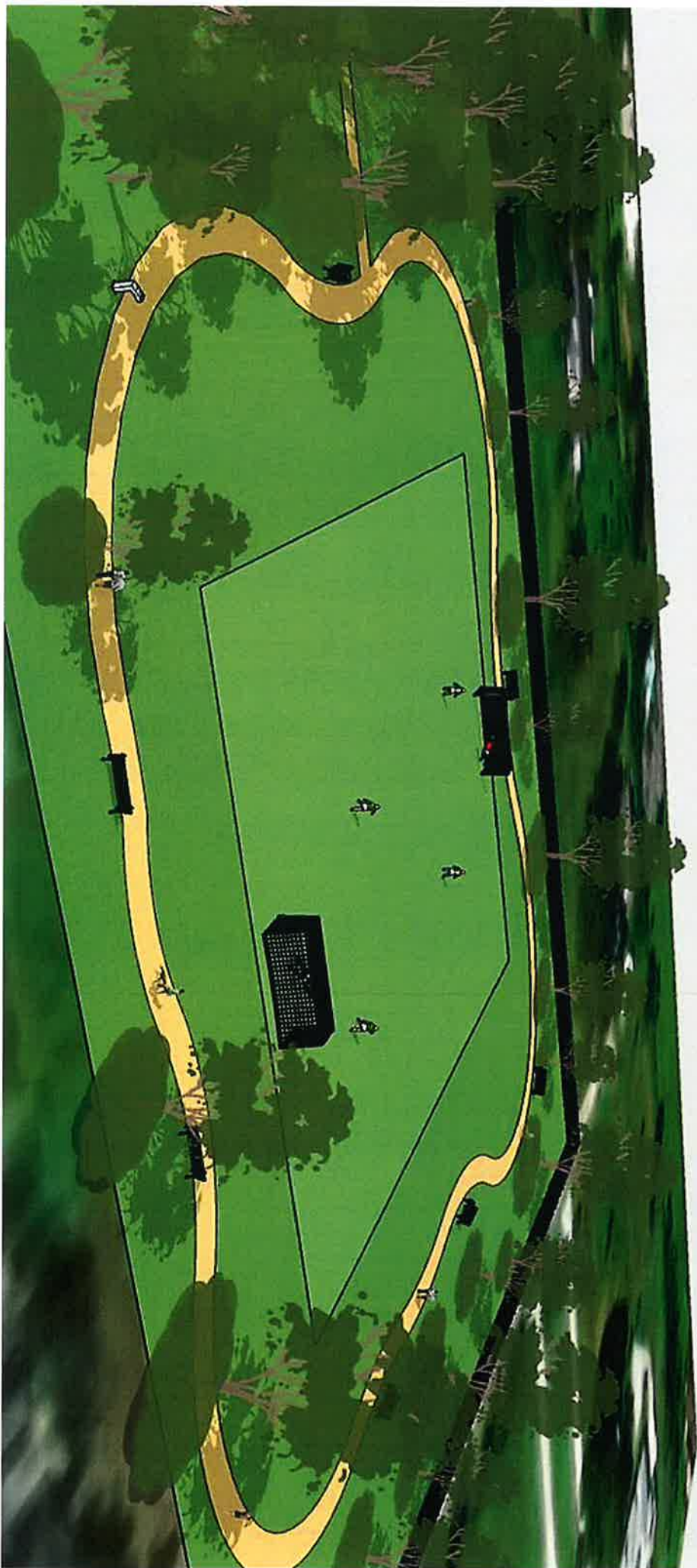
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**CITY OF BELLE SLE, FLORIDA
CITY COUNCIL AGENDA ITEM COVER SHEET**

Meeting Date: March 7, 2019

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: Police Advisory Committee (PAC)

Background: The City advertised for citizens to serve on the newly created Police Advisory Committee. The City had a very good response to the request for residents to serve. Although these positions are at-large appointments, there was enough of a response to have a representative per each district, except one district. Commissioners were asked to speak with applicants in their District and then meet with Chief Houston with their recommendations. If there was only one individual from a District, then that person would be appointed. Those individuals to be appointed are:

District 1: Horton "Woody" Johnson (3 year term)

District 2: Andrew Dunigan (2 year term)

District 3: TBD: Paula Downey or John Tremblay (2 year term)

District 4: Dan Barnes (3 year term)

District 5: Joshua Brown (2 year term)

District 6: John Weithofer (1 year term)

District 7: Ralph Yarborough (1 year term)

Staff Recommendation: To appoint those recommended to the Police Advisory Board for the terms listed above

Suggested Motion: I move that we appoint the following individuals to the Police Advisory Bboard for the following terms:

Horton "Woody" Johnson (3 year term)

Andrew Dunigan (2 year term)

District 3: Paula Downey or John Tremblay (2 year term)

Dan Barnes (3 year term)

Joshua Brown (2 year term)

John Weithofer (1 year term)

Ralph Yarborough (1 year term)

Alternatives: None.

Fiscal Impact: None

Attachments: Resolution 19-04
Advertisement
Advisory Committee Applications

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1 The City Police Advisory Board shall consist of no less than five members and no
2 more than seven (7), at large, to be appointed by the City Council. The members of
3 said board shall be residents of the municipality. Members shall not be employees
4 or elected officials; however, a City Council member may be appointed to the Board
5 as a nonvoting member to act as a liaison between the Board and the City Council.
6 Appointments to the board and shall be on the basis of experience, interest and
7 level of commitment.

8
9 **Section 3. Term of Office**

10 The initial appointments to the City Police Advisory Board shall be as follows to
11 create staggered terms,

- 12 a. Two members appointed for a term of one year
 - 13 b. Three members appointed for a term of two years
 - 14 c. Two member appointed for a term of three years
 - 15 b. Thereafter members shall be made for a period of three (3) years;
 - 16 c. Members may be appointed for one (1) additional term at the completion of
17 the second term the member will have a waiting period for one year before
18 being reappointed.
 - 19 d. Appointments to fill any vacancy shall be for the remainder of the unexpired
20 term of office;
 - 21 e. Any member who fails to attend three successive meetings without cause and
22 without proper approval of the Board shall automatically forfeit his or her
23 appointment and the Council shall promptly fill such vacancy.
 - 24 f. Members may be removed at the discretion of the City Council.
- 25

1 **Section 4. Compensation**

2 Members of the board shall serve without compensation.
3

4 **Section 5. Meetings**

5 The City Police Advisory Board shall establish a regular meeting schedule. Minutes
6 shall be kept of all board proceedings and all board meetings shall be open to the
7 public.
8

9 **Section 6. Operation**

10 Members of the City Police Advisory Board shall annually elect a chairman and
11 vice-chairman by majority vote to preside over the board's meetings.
12

13 **Section 7. Duties and Responsibilities**

14 The City Police Advisory Board shall have the following duties and
15 responsibilities:

- 16 a) To acquaint citizens with the operation of the Belle Isle Police Department
17 and its varied activities; and
18 b) To generate community interest and involvement in crime prevention, to
19 include community oriented policing and other areas of community relations;
20 and,
21 c) To advise the Chief of Police on issues in the community.
22 d) To discuss ways to manage various operational challenges and prioritize
23 delivery of police services.
24
25

1 e) To review, at the discretion of the Chief of Police, policies and
2 procedures, citizen complaints and response to resistance investigations.
3

4 **Section 8.** This Resolution shall take effect upon its adoption.
5

6 ADOPTED this _____ day of _____, 2019
7

8 **ATTEST:** _____
9

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

11 **Lydia Pisano, Mayor**

12 STATE OF FLORIDA

13 COUNTY OF ORANGE

14 I, Yolanda Quiceno, City Clerk of the City of Belle Isle do hereby certify that
15 the above and foregoing document RESOLUTION _____ was duly and legally passed by
16 the Belle Isle City Council, in session assembled on the _____ day of
17 _____, 2019, at which session a quorum of its members were present.
18

19 _____
20 Yolanda Quiceno, CMC-City Clerk
21
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25



CONNECT AND VOLUNTEER

POLICE ADVISORY COMMITTEE

Residents interested in serving on the City of Belle Isle Police Advisory Committee should complete an application after reviewing the information sheet which describes the duties and qualifications. The application should include a Letter of Interest describing work experience, education, community involvement, reason for interest in serving on the Committee and the level of commitment to serving is strongly encouraged.

Applications will be presented to Belle Isle City Council for selection.

Please visit the City of Belle Isle website at www.cityofbelleislefl.org to access the application and additional information.

Chief Laura Houston
Deputy Chief Grimm
407-240-2473

The deadline for applications is April 10, 2019.

Please email your application and letter to lhouston@belleislepolice.org



BELLE ISLE POLICE DEPARTMENT POLICE ADVISORY BOARD

1521 Nela Avenue, Orlando, FL 32809 407-240-2473

PLEASE TYPE OR PRINT: Complete the entire pre-application. You may attach a resume, but you must still complete all questions.

APPLICANT INFORMATION

Date: March 24, 2019
Last Johnson First Horton "Woody" M/Initial S.
Address 2523 Kissam Ct. City Belle Isle State FL Zip 32809
Phone [REDACTED] Cell 407-492-4948 Email Address wjohnsonbbf@gmail.com

Social Security number [REDACTED] *Used for criminal Background Check ONLY

1. ☒ Yes ☐ No Are you a U.S Citizen?
2. ☐ Yes ☒ No Have you ever been convicted of any crime?
3. ☐ Yes ☒ No Have you ever been arrested?

If yes, explain When/Where _____

4. ☒ Yes ☐ No Do you agree to a background check?

DISCLAIMER AND SIGNATURE — PLEASE READ CAREFULLY AND UNDERSTAND AND ACCEPT THIS INFORMATION

I certify that the information contained in this application and its supporting documents are accurate and complete. I understand and agree that failure to fully complete the form, or misrepresentation or omission of facts, represents grounds for elimination from consideration for employment, or termination after employment if discovered at a later date. I authorize the Belle Isle Police Department to investigate, without liability, all statements contained in this application and supporting materials. I authorize former employers, without liability to make a full response to any inquiries in connection with this application for employment. If requested, I agree to submit to a physical exam, criminal and credit background investigation, and/or screening for illegal substances upon conditional offer of employment. I understand that this document is NOT an offer of employment and that an offer of employment if tendered, does not constitute a contract for continued guaranteed employment. I understand that staff employees of the Belle Isle Police Department serve at the offer of the employment relationship may be terminated at any time by either party or any or no reason other than a reason prohibited by law. If employed, I will be required to furnish proof of eligibility to work in the United States and to comply with company and departmental regulations. I understand that if employed temporarily, I would be paid for hours worked only, and would be ineligible for benefits including paid time off. I understand that the first six months of regular employment represent a provisional period, during which I would not be eligible to apply for transfer or promotion and during which I may be terminated without right of appeal.

I acknowledge that I have read and understood the above statement.

Signature Horton S. Johnson

Date 3-24-2019

Please forward completed pre-application via email to lhouston@belleislepolice.org or mail to
Belle Isle Police Department, 1521 Nela Avenue, Belle Isle, FL 32809

Horton “Woody” Johnson

Horton Johnson is an entrepreneur with more than 30 years of executive management, business development, human resources and marketing experience in diverse industries including technology, construction and medical equipment. He holds a Bachelor of Science in Psychology from the University of Wisconsin, Oshkosh, and is a Florida State Certified General Contractor.

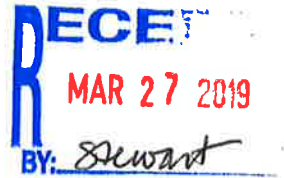
Since the early 1980’s Mr. Johnson has been investing in real estate. Almost all properties required substantial renovation and maintenance, so he formed and trained a crew that evolved into a successful general contracting business – even doing a number of projects on historical buildings in Orlando and H.U.D. programs for the City of Orlando and Orange County.

Mr. Johnson is the founder of Sherwood Construction, Inc., a general contracting firm with an unlimited building license. Sherwood Construction will soon be celebrating its 30th year of being in business. The company has a terrific history and strong credit. Having worked throughout the decades with hundreds, if not thousands of clients, Sherwood has also played a role in the investments for Mr. Johnson’s multiple real estate projects, as well as dozens of unrelated investment firms. Sherwood Construction is now the exclusive contractor and/or construction management company for many entities such as HomeMakers Real Estate, Texas Housing, Home on the Range, Vero Housing II, Canaveral Crossings, WM Holdings and Tri-Star Development Group.

An active member of the Orlando business community, Mr. Johnson was elected to four terms as President of the Greater Orlando Business Network and eight terms on the organization’s Board of Directors. He served form many years as a director on the Darrell Armstrong Foundation for Pre-Mature Babies and has maintained his involvement as an advisor to the board. Additionally, Mr. Johnson was on the board of the Orlando Philharmonic Orchestra for six years, was the marketing committee chairman for two years and currently remains an advisor to the marketing committee.

Woody Johnson

2523 Kissam Court
Belle Isle, FL 32809
407-492-4948



March 24, 2019

Belle Isle Police Department
Atten: Chief Laura Houston
1521 Nela Avenue
Belle Isle, FL 32809

Dear Chief Houston:

Thank you very much for asking me if I'd be interested in serving on the Police Advisory Board. I have enclosed my application and a brief bio to assist in your consideration.

I would be honored to have the opportunity of contributing to the Board's efforts in providing helpful advice, in addition to assisting with public safety communications between the Police Department and the community.

Please let me know if there is any additional information I should provide or if there is anyone else I should contact.

Thank you very much.

Sincerely,

A handwritten signature in black ink that reads "Woody Johnson".

Woody Johnson
wjohnsonbbf@gmail.com



BELLE ISLE POLICE DEPARTMENT POLICE ADVISORY BOARD

1521 Nela Avenue, Orlando, FL 32809 407-240-2473

2

PLEASE TYPE OR PRINT: Complete the entire pre-application. You may attach a resume, but you must still complete all questions.

APPLICANT INFORMATION

Date: April 09, 2019

DUNIGAN	ANDREW	J
Last	First	M/Initial
2416 HOMEWOOD DRIVE	BELLE ISLE	FL
Address	City	State
407-716-4439	407-716-4439	AJDUNIGAN@YAHOO.COM
Phone	Cell	Email Address

*Used for criminal Background Check ONLY

- ☒ Yes ☐ No Are you a U.S Citizen?
- ☐ Yes ☒ No Have you ever been convicted of any crime?
- ☐ Yes ☒ No Have you ever been arrested?

If yes, explain When/Where

- ☒ Yes ☐ No Do you agree to a background check?

DISCLAIMER AND SIGNATURE – PLEASE READ CAREFULLY AND UNDERSTAND AND ACCEPT THIS INFORMATION

I certify that the information contained in this application and its supporting documents are accurate and complete. I understand and agree that failure to fully complete the form, or misrepresentation or omission of facts, represents grounds for elimination from consideration for employment, or termination after employment if discovered at a later date. I authorize the Belle Isle Police Department to investigate, without liability, all statements contained in this application and supporting materials. I authorize former employers, without liability to make a full response to any inquiries in connection with this application for employment. If requested, I agree to submit to a physical exam, criminal and credit background investigation, and/or screening for illegal substances upon conditional offer of employment. I understand that this document is NOT an offer of employment and that an offer of employment if tendered, does not constitute a contract for continued guaranteed employment. I understand that staff employees of the Belle Isle Police Department serve at the offer of the employment relationship may be terminated at any time by either party or any or no reason other than a reason prohibited by law. If employed, I will be required to furnish proof of eligibility to work in the United States and to comply with company and departmental regulations. I understand that if employed temporarily, I would be paid for hours worked only, and would be ineligible for benefits including paid time off. I understand that the first six months of regular employment represent a provisional period, during which I would not be eligible to apply for transfer or promotion and during which I may be terminated without right of appeal.

I acknowledge that I have read and understood the above statement.


Signature

April 09, 2019
Date

Please forward completed pre-application via email to houston@belleislepolice.org or mail to
Belle Isle Police Department, 1521 Nela Avenue, Belle Isle, FL 32809

To: Chief L. Houston
Belle Isle City Council Members at large

From: Andrew Dunigan
2416 Homewood Drive

Date: April 09, 2019

Re: Interest in serving as member of Belle Isle Police Advisory Board

Chief Houston and Council Members at large,

I would like to express my interest in serving on the Belle Isle Police Advisory Board. I am excited about having a police advisory board for our city. Rather than a bunch of noise coming from all directions this board will serve as a filter between the citizens and the Chief of Police. I am strongly committed to serving on this board and completing the necessary training. A term commitment of 1-3 years would be acceptable to me.

Why do I want to be on this board?

I am applying for a seat on the police advisory board because I feel I can be an effective member. I think this is a great opportunity to assist the Chief with processing feedback and concerns from the community. This will allow the Chief to have constructive and effective input from the citizens concerning the safety and security of the city. In addition it will help council create policy that allows the Chief to have the resources the police force will need to address citizens' concerns.

Who am I?

Some of you I have met through the years at various city meetings or localized events and festivities. For those I have not met, let me give you a little background of who I am.

I have lived in Belle Isle for the last 9 years. Before moving into Belle Isle I had lived in Hamilton NJ, Philadelphia PA, Surf City NJ, Downtown Orlando and several other miscellaneous places. I have lived in Belle Isle consecutively the longest out of any other area in my adult life. There is a reason for this, I really like it here.

My education is a B.S. in Electrical Engineering from Drexel. My profession for the last 18 years, a power plant consultant engineer. Prior to college graduation I worked several technical jobs and was even a full time bartender for 5 years while finishing my degree.

Why do I choose to live here?

I see this small city of ours a great place to live. The charm and neighborhood character similar to what I grew up in. I know most of my neighbors and we look out for one another. The city government is small enough to actually follow and for the most part we respect one another's opinions. Having a local police force is fantastic and gives us a great advantage to adapt to the policing needs of our locale.

Why am I qualified?

My profession is listening to customers from many cultures and backgrounds about their problems at their power plants. Develop solutions for these problems, then implementation of these solutions. After implementation of the solution I follow through with the results and evaluate the performance. All this is done while in constant communication with my customer personnel and my supporting staff of engineers and other project personnel.

I feel I am a good fit for this board. My car extends all over Belle Isle. I often spend time at many different residences that are spaced out around the city allowing me to have diverse input. I am also very active and social on the city's lakes using a boat and a PWC. Several of my neighbors and I already discuss issues and bring them up to council members and the city manager. I research before I form an opinion. I don't make emotional decisions. I think things through before I act. I am a good filter of nonsense and over reactive noise. I study issues and solve problems effectively and efficiently. I believe everyone's voice should be heard. I am an Engineer, but a social one. We all know how engineers can be right

Thanks for your consideration.

Andrew Dunigan



BELLE ISLE POLICE DEPARTMENT POLICE ADVISORY BOARD

1521 Nela Avenue, Orlando, FL 32809 407-240-2473

PLEASE TYPE OR PRINT: Complete the entire pre-application. You may attach a resume, but you must still complete all questions.

APPLICANT INFORMATION

Date: 4/1/19
Last Tremblay First John M/Initial F
Address 1730 Fulmer Rd City Belle Isle State FL Zip 32809
Phone 407 484 9017 Cell _____ Email Address Youronlyteam7@gmail.com

*Used for criminal Background Check ONLY

1. ☒ Yes ☐ No Are you a U.S Citizen?
2. ☐ Yes ☒ No Have you ever been convicted of any crime?
3. ☐ Yes ☒ No Have you ever been arrested?

If yes, explain When/Where _____

4. ☒ Yes ☐ No Do you agree to a background check?

DISCLAIMER AND SIGNATURE – PLEASE READ CAREFULLY AND UNDERSTAND AND ACCEPT THIS INFORMATION

I certify that the information contained in this application and its supporting documents are accurate and complete. I understand and agree that failure to fully complete the form, or misrepresentation or omission of facts, represents grounds for elimination from consideration for employment, or termination after employment if discovered at a later date. I authorize the Belle Isle Police Department to investigate, without liability, all statements contained in this application and supporting materials. I authorize former employers, without liability to make a full response to any inquiries in connection with this application for employment. If requested, I agree to submit to a physical exam, criminal and credit background investigation, and/or screening for illegal substances upon conditional offer of employment. I understand that this document is NOT an offer of employment and that an offer of employment if tendered, does not constitute a contract for continued guaranteed employment. I understand that staff employees of the Belle Isle Police Department serve at the offer of the employment relationship may be terminated at any time by either party or any or no reason other than a reason prohibited by law. If employed, I will be required to furnish proof of eligibility to work in the United States and to comply with company and departmental regulations. I understand that if employed temporarily, I would be paid for hours worked only, and would be ineligible for benefits including paid time off. I understand that the first six months of regular employment represent a provisional period, during which I would not be eligible to apply for transfer or promotion and during which I may be terminated without right of appeal.

I acknowledge that I have read and understood the above statement.

Signature _____

Date 4/1/19

Please forward completed pre-application via email to lhouston@belleislepolice.org or mail to
Belle Isle Police Department, 1521 Nela Avenue, Belle Isle, FL 32809

JOHN TREMBLAY

Broker Team Real Estate Group, Belle Isle Resident

407-484-9017

YourOnlyTeam1@gmail.c
om

1730 Fulmer Rd
Belle Isle, FL
32809

April 1, 2019

Chief Laura Houston
Belle Isle Police Dept.

Dear Chief Houston,

I am writing to you regarding the Police Advisory Committee. I am excited to see this program roll out, and think that it's a great idea. You are aware that I like to get involved in the community, especially when it comes to the school and the police department.

I think I would be helpful with generating a positive relationship between the public and the department, whether it is through community events or citizen programs. I feel the more the public knows about the difficulties of the job, the more empathy and understanding we can gain from them. You probably have projects that need funding or support, and I would like to help generate that for you. Giving the department the tools they need to be the best they can be only makes sense!

I run my own business, I have produced community events for the benefit of non-profits, I run a childhood cancer charity, and my family is deeply embedded in Belle Isle. I am grateful for the service the BIPD officers and it will be my honor to help them and the department any way I can.

Sincerely yours,



John Tremblay



BELLE ISLE POLICE DEPARTMENT POLICE ADVISORY BOARD

1521 Nela Avenue, Orlando, FL 32809 407-240-2473

PLEASE TYPE OR PRINT: Complete the entire pre-application. You may attach a resume, but you must still complete all questions.

APPLICANT INFORMATION

Date: 3/27/19
Last Downey First Paula M/Initial A
Address 1400 Nela Ave. City Belle Isle State FL Zip 32809
Phone 407-375-4789 Cell " Email Address Paulaheid@AOL.com

*Used for criminal Background Check ONLY

1. ☒ Yes ☐ No Are you a U.S Citizen?
2. ☐ Yes ☒ No Have you ever been convicted of any crime?
3. ☐ Yes ☒ No Have you ever been arrested?

If yes, explain When/Where _____

4. ☒ Yes ☐ No Do you agree to a background check?

DISCLAIMER AND SIGNATURE -- PLEASE READ CAREFULLY AND UNDERSTAND AND ACCEPT THIS INFORMATION

I certify that the information contained in this application and its supporting documents are accurate and complete. I understand and agree that failure to fully complete the form, or misrepresentation or omission of facts, represents grounds for elimination from consideration for employment, or termination after employment if discovered at a later date. I authorize the Belle Isle Police Department to investigate, without liability, all statements contained in this application and supporting materials. I authorize former employers, without liability to make a full response to any inquiries in connection with this application for employment. If requested, I agree to submit to a physical exam, criminal and credit background investigation, and/or screening for illegal substances upon conditional offer of employment. I understand that this document is NOT an offer of employment and that an offer of employment if tendered, does not constitute a contract for continued guaranteed employment. I understand that staff employees of the Belle Isle Police Department serve at the offer of the employment relationship may be terminated at any time by either party or any or no reason other than a reason prohibited by law. If employed, I will be required to furnish proof of eligibility to work in the United States and to comply with company and departmental regulations. I understand that if employed temporarily, I would be paid for hours worked only, and would be ineligible for benefits including paid time off. I understand that the first six months of regular employment represent a provisional period, during which I would not be eligible to apply for transfer or promotion and during which I may be terminated without right of appeal.

I acknowledge that I have read and understood the above statement.

Paula Downey
Signature

3/27/19
Date

Please forward completed pre-application via email to houston@belleislepolice.org or mail to
Belle Isle Police Department, 1521 Nela Avenue, Belle Isle, FL 32809

March 27, 2019

To whom it may concern,

I am interested in serving on the Police Advisory Board for the City of Belle Isle. I am interested in the committee because I care about the safety and security of our Belle Isle neighborhoods. As a parent of young children and as a resident that plans to stay in Belle Isle it is important to me that our area is safe.

I work at Cornerstone Charter Academy and serve as the Lower School Assistant Principal. I have also taught at Pine Castle Elementary and at the Celebration Academy. Prior to being a teacher, I worked at Nature's Table and was a server at Julie's Waterfront. I do not have experience in police work at all but as a school administrator safety is always my priority and I feel that I have a good sense of my surroundings.

My Bachelor's degree is in Elementary Education. I hold two Master's degrees, one in Brain-Based Teaching and Learning and a second degree in Educational Leadership. I graduated from Valencia, UCF, Nova Southeastern, and the American College of Education.

Belle Isle has been my home and community for 43 years! My family has a history in Belle Isle and I am very proud to raise my own family here. I am of course very involved in Cornerstone Charter Academy but I feel that I have not given back as much to the community as a whole and that is one reason I am interested in this board. I can always do more and now seems like a good time to step up and help in another way.

When I commit to a role, it is important to be to be present and follow through with my assignment. Being a school administrator and parent certainly keeps me busy. I often have school meetings and sports events at night and I work during the day so if the board is going to meet during the day I would not be a good candidate and I would certainly understand if this role is not fitting for me. I would like to find time to serve on this board.

As far as term goes, I feel comfortable serving for one year and then possibly continuing.

Thank you!

Paula Downey

1400 Nela Avenue

Belle Isle, Fl. 32809

407-375-4789

paulaheid@aol.com



BELLE ISLE POLICE DEPARTMENT POLICE ADVISORY BOARD

1521 Nela Avenue, Orlando, FL 32809 407-240-2473

PLEASE TYPE OR PRINT: Complete the entire pre-application. You may attach a resume, but you must still complete all questions.

APPLICANT INFORMATION

Date: 3/28/2019

Barnes

Last

Daniel

First

F

M/Initial

6838

Address

Seminole Dr.

Belle Isle

City

FL

State

32812

Zip

Phone

630-675-0356

Cell

danboSPA@yahoo.com

Email Address

*Used for criminal Background Check ONLY

1. ☒ Yes ☐ No
2. ☐ Yes ☒ No
3. ☐ Yes ☒ No

Are you a U.S Citizen?

Have you ever been convicted of any crime?

Have you ever been arrested?

If yes, explain When/Where

4. ☒ Yes ☐ No

Do you agree to a background check?

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I acknowledge that I have read and understood the above statement.

Signature

3/28/2019

Date

Please forward completed pre-application via email to lhouston@belleislepolice.org or mail to
Belle Isle Police Department, 1521 Nela Avenue, Belle Isle, FL 32809

DANIEL F. BARNES

danbospd@yahoo.com

Seasoned management and security professional with a proven track record of success making critical decisions under duress, building productive teams, and forging community partnerships. Persistent leader who has fostered a culture of continuous improvement and led by example.

Management: Hired, coached, and disciplined employees and improved morale within key teams.

Process Improvement: Advance operations while controlling cost by incorporating technology.

Loss Prevention: Experienced in leading security teams and addressing issues of theft.

Mastery-driven manager who is repeatedly sought out when unusual circumstances arise and known for building expertise and becoming a teacher to others. Respected community leader who leverages community relationships to improve programs and demonstrates personal commitment to tasks.

Outreach: Built relationships with community agencies to gain funding and buy-in for programs.

Customer Relations: Investigated and resolved complaints and developed community programs.

Community Safety: Coordinated and managed high-profile criminal investigations.

PROFESSIONAL EXPERIENCE

2017-present

Civil Process Supervisor

Orange County Sheriff's Office

Supervisor of 8 Civil Process Officers. Responsible for coaching, mentoring, evaluating and discipline processes.

2015-2016

Civil Process Officer

Orange County Sheriff's Office

Orlando Florida

Continuation of Law Enforcement career in a civilian capacity. Service of non enforceable writs for the Orange County Court system.

Streamwood Police Department

Streamwood, IL

Commander – Investigations & Patrol Divisions (2006–2015)

Sergeant – Patrol Division (1991-2006)

Police Officer Community Service Officer (1985–1991)

Promoted repeatedly to lead divisions suffering from decreased morale, evaluating problems and creating and implementing action plans to improve operations and motivate teams. Develop partnerships community wide and integrate technology to increase buy-in and efficiency of solutions.

Advanced through operations leadership positions, overseeing maintenance, purchasing, community programming, and front-line units. Coach, supervise, and evaluate staff including supervisors and up to 37 direct reports and provide management with weekly operations.

Process Improvement: Drive advancement within operations to control labor costs which account for 89% of department spend while increasing services and enhancing community safety.

Tied labor allocation to community need by using technology to define problems and building relationships within the community to gather information and create cooperative solutions.

Researched and recommended technologies to improve police cars including radars, computers, vehicle inserts, and the exterior design of our patrol vehicles.

Used FaceBook to track missing person connected with murder suspect and applied DNA technology to create solid lead for "cold case" murder.

Purchasing / Financial Management: Identified need, researched products, and wrote grants from the Illinois Department of Transportation and Illinois First to obtain equipment.

Controlled liability and improved evidence for criminal prosecution, researching and obtaining \$100,000+ grant through Illinois First Grant for the department's first in-car video program. Evaluated vendors and recommended product for first and second generation systems.

Obtained Traffic Signal Preemptive Devices (OPTICOM) for patrol vehicles, seeking out technology, coordinating application and budget development processes, and selecting vendor.

Secured \$500,000 from the Department of Transportation throughout career, consistently meeting performance goals and objectives of campaign-based grants to obtain funds each year.

Leadership: Brought in to lead and turnaround teams, building a reputation for creating a relaxed atmosphere in a crisis situation and integrating technology to solve problems.

Reassigned to criminal investigations after rise in attrition, meeting with team members, changing systems, and fostering ownership to achieve nearly 100% retention.

Supervised 2 sergeants, 5 general assignment detectives, 5 tactical officers, k-9 unit, 3 school resource officers, and 4 patrol sergeants supervising 8 police officers.

Earned Life Saving Awards in 1988 and 2000, quickly recognizing and reacting to crises.

EDUCATION & TRAINING

Northwestern University School of Police Staff and Command (1996)

Bachelor of Arts, Western Illinois University (1998)

Crime Prevention Technology, University of Louisville, Total Quality Management

NIMS IS700, IS800, National Fire Academy Unified Command, Command & Staff for ICS

Loss Prevention Certified (LPC) Loss Prevention Foundation



BELLE ISLE POLICE DEPARTMENT POLICE ADVISORY BOARD

1521 Nela Avenue, Orlando, FL 32809 407-240-2473

PLEASE TYPE OR PRINT: Complete the entire pre-application. You may attach a resume, but you must still complete all questions.

APPLICANT INFORMATION

Date: 3/12/19
Last Brown First Joshua M/Initial J
Address 2705 Nela Ave City Belle Isle State FL Zip 32809
Phone 352-650-3596 Cell _____ Email Address joshua.jed.brown@gmail.com

*Used for criminal Background Check ONLY

1. ☒ Yes ☐ No Are you a U.S Citizen?
2. ☐ Yes ☒ No Have you ever been convicted of any crime?
3. ☐ Yes ☒ No Have you ever been arrested?

If yes, explain When/Where _____

4. ☒ Yes ☐ No Do you agree to a background check?

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I acknowledge that I have read and understood the above statement.

Signature Joshua Brown

Date 3/12/19

Please forward completed pre-application via email to lhouston@belleislepolice.org or mail to
Belle Isle Police Department, 1521 Nela Avenue, Belle Isle, FL 32809

Joshua Brown
2705 Nela Avenue
Belle Isle, FL 32809

Founder and Entrepreneur » PowerDMS, PowerDETAILS

Former CEO of PowerDMS

A perpetually curious entrepreneur, with a deep history in technology. Starting at a small-town computer shop while working after school at age 13, Josh learned to build PCs and install networks for local small businesses. After high school he started his full-time career in IT at Hernando County Sheriff's Office where he worked for twelve years. While at Hernando he led the migration from a legacy Unisys system to a PC based client-server network as well as implementing modern network infrastructure, phone systems, and CAD / RMS platforms.

During his last few years at the Sheriff's Office Josh identified the need for simplified, paperless policy management by observing the challenges of law enforcement accreditation. As a programmer he wrote the original code for PowerDMS. Over 10 years Josh transitioned from programmer to CEO, leading PowerDMS through its venture stage into the scalable growth company it is today. Throughout this time he championed its unique culture and innovative approach to compliance related document management. He is passionate about providing an open, creative, and fulfilling workplace with an unyielding commitment to customer experience, employee happiness and building innovative products.

After retiring as CEO of PowerDMS in 2018, Josh now serves as a board member at PowerDMS and PowerDETAILS.

He is active supporter of Orlando's technology and arts communities, folk philosopher, dedicated father, and aspiring chef.



BELLE ISLE POLICE DEPARTMENT POLICE ADVISORY BOARD

1521 Nela Avenue, Orlando, FL 32809 407-240-2473

PLEASE TYPE OR PRINT: Complete the entire pre-application. You may attach a resume, but you must still complete all questions.

APPLICANT INFORMATION

Date: April 6, 2019

Weirhofer

Last

John

First

K

M/Initial

4223 Cranmore Court

Address

Belle Isle

City

FL

State

32812

Zip

Phone

937-367-8925

Cell

johnkwo6@gmail.com

Email Address

☐ *Used for criminal Background Check ONLY

1. ☒ Yes ☐ No
2. ☐ Yes ☒ No
3. ☐ Yes ☒ No

Are you a U.S Citizen?

Have you ever been convicted of any crime?

Have you ever been arrested?

If yes, explain When/Where _____

4. ☒ Yes ☐ No

Do you agree to a background check?

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I acknowledge that I have read and understood the above statement.

John Kwo

Signature

4/6/19

Date

Please forward completed pre-application via email to lhouston@belleislepolice.org or mail to
Belle Isle Police Department, 1521 Nela Avenue, Belle Isle, FL 32809

April 6, 2019

Chief Laura Houston
City of Belle Isle
1521 Nela Avenue
Belle Isle, FL 32809

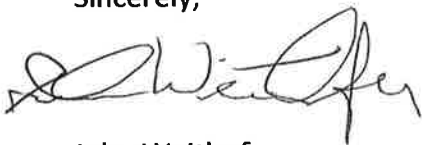
Chief:

Please find attached the pre-application form for consideration to serve on the City of Belle Isle's Police Advisory Board. I have included with the application my resume outlining my work experience, education and community service.

My wife and I moved to Belle Isle in 2014 after we both retired from our positions in Ohio. We live in the Conway Isles subdivision. I am currently serving as President of the Conway Groves (Isles) Homeowners Association. My work with the Association has allowed me to work on the quality of our neighborhood community and also to interface with the services provided by the City of Belle Isle. We both really enjoy the community and given my experience in local government I am always willing to volunteer to assist the City in any way possible. The duties and responsibilities of the Police Advisory Committee given the operational and financial challenges facing police departments across the country is very interesting to me. I would be willing to serve on the committee for any of the terms of appointment that are available.

If you have any questions or would need additional information, please feel free to contact me at 937-367-8925.

Sincerely,

A handwritten signature in dark ink, appearing to read "John Weithofer". The signature is fluid and cursive, with the first name "John" being more prominent and the last name "Weithofer" written in a continuous, flowing script.

John Weithofer

John K. Weithofer

4223 Cranmore Court • Belle Isle, Florida 32812 • (937) 367-8925 • johnkw06@yahoo.com

CAREER SUMMARY

Highly motivated, experienced, results driven City Management professional with an outstanding record of leading and developing a productive and innovative city organization focused on teamwork, on providing excellent municipal services and on comprehensive long range planning to enhance the community's quality of life. Strong background and proven record of accomplishments in economic development, community redevelopment, strategic planning, project management, financial management, grant funding, organizational development and intergovernmental relations.

PROFESSIONAL EXPERIENCE

Executive Director

Miami Valley Communications Council (December 2008-January 2015)

Served as Executive Director of a regional council of governments that provided shared services to its eight member cities in the areas of law enforcement, technology, training, cooperative projects, joint purchasing, cable public access television, video programming and website development. The Council was recognized as a leader in the State in providing shared law enforcement services, a comprehensive municipal training academy and joint purchasing contracts that saved the participating cities millions of dollars on items such as street lighting, electric generation supply, natural gas and equipment.

Interim Village Manager

Village of Yellow Springs, Ohio (June-November 2008)

Served as interim Village Manager for this full service, charter village with an annual budget of \$14 million and a work force of 27 full time and 33 part time employees.

City Manager

City of Miamisburg, Ohio (1988-2006)

Served as City Manager for this full service, charter city with a population of 20,000 and an annual budget of \$45 million. Fully accountable for overall management of municipal operations with a work force of 190 full time employees providing comprehensive city services including police, fire, emergency medical services, parks and recreation, golf courses, public works, water and sewer, refuse collection, engineering, economic development, building inspection, finance and human resources. In addition, served as the chair of the Board of Trustees of the Miamisburg Mound Community Improvement Corporation and on the Board of the Downtown Development Authority.

Assistant City Manager

City of Miamisburg, Ohio (1980 – 1988)

Accountable for a wide range of functions including: personnel management, labor negotiations and contract administration, risk management, emergency planning and operations, technology master plan, purchasing, special projects and coordination of major capital projects. Served as Acting City Manager for seven months.

Management Specialist

Bluegrass Area Development District, Lexington, Kentucky (1976 – 1980)

The Development District is a statutory council of governments serving 17 counties and 32 cities in central Kentucky. Accountable for providing management and technical assistance to local governments including organizational analysis, special studies, development and implementation of personnel and financial systems and developing training programs and classes. Served as Acting City Manager in Paris and Winchester, Kentucky.

EDUCATION

University of Georgia, Athens, Georgia
Masters in Public Administration

Northern Kentucky University, Highland Heights, Kentucky
Bachelor of Science, Public Administration

RECOGNITIONS

- **2006 Public Manager of the Year**, *Dayton Area Managers Association*.
- **Jonathan Dayton Public Partner Award**, *Dayton Area Chamber of Commerce*, in recognition of the partnership with the Cities of Dayton, Springboro and Miami Township on the local financing and land use cooperative agreement for the I-75 Austin Center Interchange Project.
- **“Eagle in Flight” Courage in Business Awards**, *South Metro Regional Chamber of Commerce*, in recognition of the city’s major economic redevelopment initiatives in the transformation of the former Department of Energy’s Mound Facility into a technology business park and for the significant progress in revitalizing the historic downtown district.
- **Mound Builder Award**, *Miamisburg Mound Community Improvement Corporation*, in recognition for twelve years of service as Chair of the Board of Directors.
- **Program Excellence Award for Public Safety**, *International City/County Management Association*, in recognition of the successful operation of a multi-jurisdictional Tactical Crime Suppression Unit.

PROFESSIONAL AFFILIATIONS AND ACTIVITIES

- **International City/County Management Association** (1980-Present)
- **Ohio City Management Association** (1980-2015)
- **Greater Dayton Area Managers Association** (1988-2015)
Past President and Treasurer
- **Miamisburg Rotary Club** (1988-2009)
Board of Directors
- **Miamisburg Mound Community Improvement Corporation** (1995-2012)
Chair, Board of Trustees
- **Mound Reuse Committee** (1993-2008)
Chair
- **Dayton Regional Hazardous Materials Response Team** (2005-2006)
Board of Directors
- **Montgomery County Community Development Advisory Council** (2000-2006)
- **Miami Valley Communications Council** (1988-2006)
Board of Directors
Chair, GovTech Committee
- **Miamisburg City Schools Facilities Advisory Committee** (2007)
- **Miamisburg City Schools Building Improvement Levy Committee** (2008)
Chair, Fundraising Committee
- **Miamisburg City Schools Education Foundation** (1998-2015)
Board of Trustees
- **Miamisburg Historical Society** (2008)
Board of Directors
- **National Museum of the United States Air Force** (2007-2009)
Volunteer



BELLE ISLE POLICE DEPARTMENT POLICE ADVISORY BOARD

1521 Nela Avenue, Orlando, FL 32809 * 407-240-2473 * Fax 407-850-1616

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APPLICANT INFORMATION

Date: 4-6-19

Yarbrough

Last

Ralph

First

E.

M/Initial

3543 Cullen Lake Shore Dr.

Address

Belle Isle FL

City

State

32812

Zip

Phone

407-448-2234

Cell

ralph.e.yarbrough@gmail.com

Email Address

*Used for criminal Background Check ONLY

1. ☒ Yes ☐ No

Are you a U.S Citizen?

2. ☐ Yes ☒ No

Have you ever been convicted of any crime?

☐ Yes ☒ No

Have you ever been arrested?

If yes, explain When/Where _____

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I acknowledge that I have read and understood the above statement.

Ralph E. Yarbrough

Print Name

4-6-19

Date

Please forward completed pre-application via email to jstewart@belleislepolice.org or mail to
Belle Isle Police Department, 1521 Nela Avenue, Belle Isle, FL 32809

Ralph Yarbrough
5343 Cullen Lake Shore Dr.
Orlando, FL 32812
407-448-2234

April 5, 2019

To Whom It May Concern

I am interested in serving on the Police Advisory Committee and would like to be considered for appointment, one, two or three years. I am a retired construction professional who has lived in the Orlando area for 40 years and in Belle Isle for over 25 years. I first began serving this country during the Vietnam War when I was a Navy Seabee. After completing my service I went on to work for Albertson's managing construction for the Southeast United States. Eventually I opened my own construction management firm until I retired. I have previously been involved with the Pine Castle Historical Society as the Managing Contractor for the Crawford House Project.

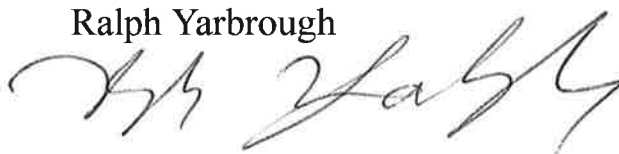
I believe the Belle Isle Police Department is one of the greatest assets our city has. When we were serviced by Orange County the officers had no community interaction and petty crimes went uninvestigated. Since we incorporated our own police force, I have seen the officers become partners with our residents and have had very positive interactions with the police. They are polite, helpful and responsive, but most of all professional.

I would be honored to serve as a liaison between the Department and the Community. Providing feedback from the community concerning public safety issues and law enforcement needs and actions only helps to strength the ties between our Department and the community it serves.

I am willing and interested in submitting to the required background check, participating in all training, meetings and community events and maintain and building relationships between the Chief, the Department and the community.

Sincerely,

Ralph Yarbrough

A handwritten signature in dark ink, appearing to read 'R. Yarbrough', written in a cursive style.



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

Meeting Date: March 7, 2019

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: Appointment of Dr. Leonard Hobbs to Planning and Zoning Board

Background: Due to the resignation of Nicholas Fouraker from the Planning and Zoning Board (District 7), Commissioner Nielsen is recommending Dr. Leonard Hobbs be appointed to the Board. According the BIMC, any vacancy occurring during the unexpired term of office of any member of the planning and zoning board shall be filled by the council for the remainder of the term within 45 days after the vacancy occurs. Mayor Fouraker's term would have ended in December 2019.

Staff Recommendation: To appoint Dr. Leonard Hobbs

Suggested Motion: I move that we appoint Dr. Leonard Hobbs to the District 7 position on the Planning and Zoning Board for unexpired term of Nicholas Fouraker ending December 2019.

Alternatives: None.

Fiscal Impact: None

Attachments: Dr. Hobbs Bio

Bio of Dr. Leonard Hobbs

Dr. Leonard Hobbs is currently employed by ECS Inc. as a SNE Engineer, in addition he is the owner of HCONUS, LLC, a published Author, and a part time Professor at Faith Christian University (FCU). Dr. Hobbs provides leadership and support to a team of employees that are supporting U.S. Army PEO STRI programs. His background includes 46 years of professional, technical and management experience on DoD programs. Dr. Hobs has supported several projects and programs for the U.S. Army PEO STRI as a subcontractor for 19 years. During the 19 years, he served as a Deputy Assistant Program Manager (Strong Point Research Inc.), System Engineering Architect/Project Director (Unisys Corp, Inc.), Engineering Consultant (Dimensions, Inc.) and Program Manager (Ellis & Ellis Inc.). Prior to Joining the PEO STRI workforce as a subcontractor, he held management positions with Loral Federal Systems, Lockheed Martin, Harris Space Systems Corp and Lambda Novatronics as Bids and Proposal Manager, Reproduction Services Manager, Systems Engineering Manager and Configuration Management Manager.

Dr. Hobbs has served as an Associate Pastor for Elim Ministries of Orlando, Florida for twenty years. He was one of the original eight members that started Elim Baptist Ministries in 1998. While serving at Elim, Dr. Hobbs has enjoyed using his God given gifts and talents in the ministry through preaching the Word of God in and outside the church walls, teaching Adult and Teen Bible Studies, conducting workshops on financial stewardship, leading the men's ministries and prayer groups, teaching the men's Sunday School classes, and serving as the financial administrator. He has also enjoyed ministering in Christian Education, Evangelism, the Jailhouse ministry, Nursing home, Orlando Rescue Mission, and Missionary Ministry.

Leonard has a Doctoral and Master's Degree in Bible and Theology from FCU. He completed his undergraduate work at Rollins College with a B.A. in Business Administration and Economics. Leonard is Certified Configuration Manager, Certified John Maxwell Coach, Teacher, and Speaker. In addition to a Certified Competent Toastmaster, graduate of Greater Orlando Leadership Program and Harris Government Communications Accelerated Management Program.



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

Meeting Date: May 7, 2019

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: Lot Located at 7208 Seminole Drive

Background: The owner of the lot located at 7208 Seminole Drive is requesting the Council adopt a resolution to resolve any questions regarding the status of the Lot. In May 2013, it appears that the owner, John Crosby, requested and received a variance from the P&Z Board to build a single family home on parcels #29-23-30-4389-04-040 (7208 Seminole Dr.) and #29-23-30-4389-04-050 (7210 Seminole Dr.). The property at 7210 was sold and the existing triplex remained and is now a single family residence. The house at 7208 was never built but a boat dock was built. According to the ordinance at the time, both a residential permit and dock permit could be received at the same time which happened here. The dock was built first and the home was not built and the permit has since expired. **The issue is not the dock; the issue is the lot split and the disposition of this lot.**

The City could not find any evidence in its records of a lot split ever occurring at 7210 Seminole; however in searching the County records, it appears that the previous owner, John Crosby, somehow obtained a lot split from Orange County. At the time these parcels were in the City of Belle Isle, not Orange County. There is no record on file why this was allowed. In order to clear up this problem, the City is recommending the Council pass Resolution 19-05 making this a legally non-conforming lot so the lot can be sold and a house built on the lot.

Staff Recommendation: This can be a very complex and confusing issue therefore, the staff recommends approving Resolution 19-05 making 7280 Seminole Drive a legally non-conforming lot. The staff supports the conclusions stated on the letter submitted by the property owner's attorney that:

- a. the City recognizes the vested non-conforming status of the Lot;
- b. the City not take any action to require approval of a new variance related to lot width;
- c. the City allows construction of a single family home on the Lot that satisfies all setback and building permit requirements whenever plans for such construction are presented to the City.

Suggested Motion: **I move that we approve Resolution 19-05 and the additional requirements listed in the staff recommendation.**

Alternatives: Do not adopt the resolution and see guidance from the City Attorney

Fiscal Impact: TBD

Attachments: Copy of Orange County Lot Split application
Letter from Attorney representing owner of 7208 Seminole Dr.
Excerpt from May 2013 P&Z Meeting
Resolution 19-05



BILL DONEGAN
ORANGE COUNTY PROPERTY APPRAISER
200 South Orange Avenue, Suite 1700
Orlando, Florida 32801-3438

Request for Parcel Split or Combination

PARENT PARCEL NUMBER(S) NEW PARCEL IDENTIFICATION NUMBER(S)
(ISSUED BY MAPPING DEPT. P.A. OFFICE)

SEC_TWP_RNG_SUB_PARCEL SEC_TWP_RNG_SUB_PARCEL

29-23-30-4389-04050 29-23-30-4389-04040

29-23-30-4389-04020

Note
NOTES: SPLIT PER OWNER REQUEST

Split - lot 4 into an individual parcel
lot 5 into an individual parcel

Parcel 04020 will remain for lots 2 & 3

NOTE: A parcel split / combination by this agency (Property Appraiser) is for taxation purpose only and does not imply suitability for parcel development. Please contact the appropriate land development, zoning, and/or planning department of your jurisdiction for questions concerning property development.

Signature: [Signature]
Orange County Property Appraiser's Office

Date: 5/6/2003

Signature:
Owner

John W. Crosby Date: 5/5/03

Phone: 407-886-7415 - OFFICE
407-889-8485 - HOME

For questions regarding new parcel numbers:

Contact: Michael W. Prestridge, CCF, CFE
Mapping and Research Manager
Orange County Property Appraiser's Office
200 S. Orange Ave. Suite 1700
Orlando, FL 32801

Phone: 407.836.5077
Fax: 407.836.2788



MIRANDA F. FITZGERALD

miranda.fitzgerald@lowndes-law.com
215 North Eola Drive, Orlando, Florida 32801-2028
T: 407-418-6340 | F: 407-843-4444
MAIN NUMBER: 407-843-4600



April 11, 2019

VIA EMAIL ONLY

Mr. Bob Francis, City Manager
Ms. April Fisher, City Planner
City of Belle Isle
City Hall
1600 Nela Avenue
Belle Isle, FL 32809

Re: Lot Located at 7208 Seminole Drive, Belle Isle

Dear Mr. Francis and Ms. Fisher:

The purpose of this letter is to provide background facts and legal argument regarding the Lot located at 7208 Seminole Drive (the "Lot") that is owned by Seminole Investment7208, LLC, an entity controlled by Steve Fusilier, in an effort to resolve any questions regarding the status of the Lot and to formally object to any effort by the City to impose construction time frames for development of the Lot based on a variance that was granted on May 13, 2013.

Historical Background:

- Belle Isle's current form of government was established in 2003, the same year that the prior owner of the Lot obtained a legal Lot Split from Orange County. At that time in the City's history, the City apparently delegated all of its lot splits and building permitting processes to Orange County based on comments from Bob Windom in the Orange County Zoning Division. This delegation may have been because the City had limited staff resources at that time. In any event, in 2003, Orange County was asked by the City to process the lot split that resulted in the re-establishment of the Lot with the identical dimensions as drawn on the plat of Lake Conway Park in 1922. Orange County would not have undertaken this lot split process without first receiving confirmation from a City official that the lot split was acceptable under the City's zoning code. Unfortunately, neither the County nor the City can locate its former file with all of the documents that would have been presented to the County in 2003 to support the lot split. However, at all times since the County granted the lot split in 2003, the Lot has been a legal lot of record in the Orange County Property Appraiser's records and has been assessed taxes as a separate lot.

- In 2013, Mr. Fusilier was considering buying the Lot. Before doing so he consulted with the then City Manager, Keith Severns, to determine how to obtain City confirmation that the Lot was developable as a vested, non-conforming lot in the City's R-1-AA zoning district. Mr. Fusilier was told that the City had no process available to confirm the vested, non-conforming status of a lot other than to make a request to the Planning and Zoning Board (the "Board"). On 3/21/13, Mr. Fusilier submitted an application on the form he was given by Mr. Severns. Although the form is titled "Application for Variance / Special Exception," Mr. Fusilier's request read: "Confirm lot is buildable for a single family home." No variance was requested. (See copy of Application attached as Exhibit "A").
- The Board hearing took place on May 13, 2013. Board Chairman Woods characterized the request as a variance and noted that the only non-conforming matter was the lot width. After discussion, Board Member Templin moved that the request for variance be granted to allow construction of a single family residence on a substandard lot at 7208 Seminole Drive without any conditions as to time.

Argument in Favor of Recognizing Vested, Non-conforming Lot:

- Even though the City Code sets a time limit for variances, there is no provision that a lot split, once granted, ever expires.
- The plat of the Lake Conway Park subdivision shows that the Lot was platted as a 70-foot wide lot in 1922. Apparently at some point, the Lot and an adjoining lot at 7210 Seminole Drive were aggregated into a single lot by operation of Section 54-2(a) of the City Code. In 2003, however, the aggregated lot reverted to its prior status of two 70-foot wide lots through the lot split granted by Orange County. There is no existing record that a variance was granted as a pre-condition to obtaining the lot split in 2003.
- The variance granted on May 13, 2013, was solely for the purpose of confirming that the Lot was buildable for a single family residential unit. Mr. Fusilier purchased the Lot and the adjoining lot on which a triplex had been constructed only after receiving confirmation from the Board that both lots in their existing configurations were legally buildable lots for their as-zoned uses and in reliance on that confirmation. No appeal of the Board's decision was filed, and the decision became final on May 28, 2013.
- When the purpose of a variance is linked to a proposed lot split, the variance cannot be voided for the lot owner's failure to obtain building permits within a set period of time. No permit is required to effectuate a variance that is granted for the purpose of merely confirming or reducing a lot dimension to support a lot split. In addition, there is no requirement for any lot, once created, to be developed within a specific time frame--or ever.

- It would be reasonable to include time limits on variances linked to some type of construction. This would be the case where a variance was requested to build a fence or to build a structure that encroaches into a setback. In those cases, a construction permit would be needed to use the variance. However, no permits are required to use a variance that merely reduces a lot dimension. The variance itself is the “permit” that allows the smaller lot size. Similarly, a lot split stands alone and does not need additional permits to effectuate it. A lot split merely creates new property boundaries. It does not require anything to be built on the reconfigured lot that would generate the need for a permit of any kind.
- The variance granted on May 13, 2013, merely confirmed the substandard lot dimensions that supported the lot split granted in 2003. It did not start a time clock for using the lot configuration that dated back to 1922 and was re-established in 2003 by the lot split. If use of a legally created lot were contingent upon subsequently obtaining a variance for use of the lot, the City could be faced with a “taking” claim if the variance were not granted, because the lot would be left without any permitted use to satisfy invested-backed expectations based on the zoning classification applicable to the lot.
- In addition, Section 54(c) of the City Code states:

When a lot or parcel of land has a frontage which does not conform with the requirements of the district in which it is located, but has sufficient lot area and was a lot of record on January 1, 1992, then such lot or parcel of land may be used for a single family dwelling in any residential district provided the minimum required setbacks are maintained.

The Lot is vested for development of a single family residence under the plain language of this Code provision irrespective of any intervening circumstances that occurred between January 1, 1992 and today. Clearly the Lot had a 70-foot lot width in 1992 and has that same lot width today. The Lot also satisfies the lot area requirements of the R-1-AA zoning district. The minimum required setbacks will be maintained when the Lot is developed as a single family residence.

Conclusion:

- The City is estopped from taking the position that no single family residence can be built on the Lot because the variance granted on May 13, 2013 to confirm the lot split has expired. Mr. Fusilier has spent a significant amount of money in reliance on the lot split and on the confirmation the Board granted on May 13, 2013 that the Lot he proposed to purchase was buildable for a single family home. Moreover, Section 54-2(c) of the City Code makes clear that the Lot is a vested, non-conforming lot because of its existence as a platted lot of record as of January 1, 1992 and it having the same, legally created lot dimensions today. This Code provision

April 11, 2019

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makes no exception for intervening events that may have temporarily changed the lot configuration.

I would be happy to discuss this letter with you. I would like to receive written confirmation that the City will (i) recognize the vested non-conforming status of the Lot; (ii) not take any action to require approval of a new variance related to lot width; and (iii) allow construction of a single family home on the Lot that satisfies all setback and building permit requirements whenever plans for such construction are presented to the City.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Miranda F. Fitzgerald". The signature is fluid and cursive, with the first name "Miranda" being more prominent.

Miranda F. Fitzgerald

MFF/jdr
Attachment

c: Mr. Steve Fusilier

Chairman Woods opened for public comment.

- Jodi Zgura homeowner who resides in the home in front of the property said she has no objection to the proposed request.
- Jayne Abbott resides on the East side of Peninsula and has no objection to the proposed request.

There being no further public comment Chairman Woods closed for board discussion.

Chairman Woods noted that there are two issues to be granted. He noted, due to the size of the structure, if the request is granted, that the setback has a normal building setback of 7.5 feet instead of the 5 feet as required by code.

Boardmember Fouraker moved that the request for a variance be granted, that the criteria of Chapter 42, Article III, Section 42-64(1) of the Belle Isle Land Development Code has been met to allow a variance from LDC, Chapter 50, Article IV, Sec. 50-102(a)(2) which prohibits accessory buildings in the front yard and Chapter 50, Article IV, Sec. 50-102(a)(5) for an accessory building (storage building) to exceed the maximum 600 sq ft limit, totaling 1020 sq ft. at 1524 Hoffner Avenue, Belle Isle, FL 32809 also known as Parcel ID#18-23-30-5120-01-710.

Boardmember Templin amended the motion to request a 7 ½ ft setback.

Boardmember Tatum seconded the motion as amended which passed unanimously.

Chairman Woods noted that the applicant should not start any construction prior to 15 days to allow for any appeals.

Public Hearing Case #13-05-002

Applicant John Michael Crosby Trust, property owner of Parcel I.D. #29-23-30-4389-04-040 on Seminole Drive and Parcel I.D. #29-23-30-4389-04-050 on 7210 Seminole Drive, Belle Isle, FL 32809 request a variance to allow construction of a single family residence on a substandard lot.

Steve Fusilrer, potential buyer for the property, stated that he would like to build two single family homes on each lot and remove the triplex that is currently on the property.

Chairman Woods noted that the only substandard portion of the property is the width. He said that this variance request falls under Chapter 8 of the Ordinance. If the garage was not on the property the applicant will not need a variance and would have been exempt.

Chairman Woods opened for public comment.

- John Crosby owner of 7210 Seminole Drive said that the garage was built in the 1950's. He further noted that he is excited that the potential buyer will be enhancing the property and making it modern.

There being no further public comment Chairman Woods closed for board discussion.

Chairman Woods said the lots are maintained and plotted as separate lots on the Orange County Property Appraisers records. They only non confirming position is the width; zoning

requires an 85ft width and the lots are 70ft lots. The setbacks are such that it will have no shortage of space; however, one of the side yard setbacks is one foot shorter of what is required by code. A consideration to the motion may be to maintain a 15ft separate between the houses. In addition, the applicant also provided a statement that the triplex will be removed and replaced with a quality conforming residence.

After Board discussion, Boardmember Templin moved that the request for a variance be granted, that the criteria of Chapter 42, Article III, Section 42-64(1) of the Belle Isle Land Development Code has been met to allow a variance from LDC, Chapter 54, Article I, Sec. 54-2 to allow construction of a single family residence on a substandard lot at 7210 Seminole Drive, Belle Isle, FL 32809 also known as Parcel ID#29-23-30-4389-04-050 and Parcel I.D. #29-23-30-4389-04-040 on Seminole Drive .

Boardmember Bateman seconded the motion which passed unanimously.

Chairman Woods noted that the applicant should not start any construction prior to 15 days to allow for any appeals.

Other Business

Chairman Woods informed the Board, as per their direction at a previous Board meeting; that he will have the opportunity to present to Council at the next workshop using lake level criteria for controlling the length of docks.

Boardmember Tatum said that he is not in agreement with the philosophy.

After Board discussion the consensus was to present to Council at the next workshop with two perspectives; one from a scientific lake level point and the other from an aesthetic standpoint.

Adjourn

There being no further business the Board motioned to adjourn at 7:25pm.

Yolanda Quiceno
City Clerk

RESOLUTION # 19-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLE ISLE, FLORIDA, DETERMINING THE PROPERTY AT 7208 SEMINOLE DRIVE HAVING ORANGE COUNTY TAX PARCEL IDENTIFICATION NUMBER 29-23-30-4389-04-040 TO BE A LEGALLY NON-CONFORMING LOT; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

WHEREAS, Seminole Investments 7208, LLC (“Owner”) is the current fee simple owner of that certain approximately 0.44 +/- acre property located at 7208 Seminole Drive, Belle Isle, Florida, having Orange County Tax Parcel Identification Number 29-23-30-4389-04-040 and legally described in that certain deed recorded in Official Records Instrument #20180099086, Public Records of Orange County, Florida (“Lot”); and

WHEREAS, Owner has requested the City of Belle Isle (“City”) for a determination that the Lot is legally non-conforming and may be developed in accordance with its R-1-AA zoning without a lot width variance; and

WHEREAS, the Lot is 70 feet in width and does not meet the minimum lot width requirements of the R-1-AA zoning district which require 85 feet in width; and

WHEREAS, along with the Owner’s request for a determination, the Owner has presented evidence of the creation of the Lot by Orange County in 2003 and subsequent actions of the Owner and the City including an approval by the Planning and Zoning Board in 2013, which support a finding that the Lot is a legally non-conforming lot; and

WHEREAS, the City Council is vested with comprehensive planning and zoning authority and with authority to render interpretations of the City’s land development regulations and to issue determinations on legal non-conforming status of a lot as requested by the Owner.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLE ISLE, FLORIDA:

SECTION 1: RECITALS. The foregoing recitals are confirmed as being true and correct and are hereby made a part of this Resolution.

SECTION 2: DETERMINATION. The City Council hereby determines that the Lot is a legally non-conforming lot that is developable subject to compliance with the performance standards (except the minimum lot width) and permitted uses of the R-1-AA zoning district.

Provided that the Lot shall remain in its existing configuration and dimension, a variance to the 85 foot lot width requirement of the R-1-AA zoning district is not required.

SECTION 3. SEVERABILITY. If any section, subsection, sentence, clause, phrase, word or provision of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, whether for substantive, procedural, or any other reason, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this Resolution.

SECTION 4. CONFLICTS. In the event of a conflict or conflicts between this Resolution or and any other resolution or provision of law, this Resolution controls to the extent of the conflict, as allowable under the law.

SECTION 5. EFFECTIVE DATE. This Resolution shall become effective immediately upon adoption by the City Council of the City of Belle Isle, Florida.

ADOPTED this ____ day of _____, 2019, by the City Council of the City of Belle Isle, Florida.

CITY COUNCIL
CITY OF BELLE ISLE

Nicholas Fouraker, Mayor

ATTEST:

Yolanda Quiceno, City Clerk

Date



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

Meeting Date: May 7, 2019

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: Wind Drift Storm Water Project

Background: The City issued an invitation to bid for the Wind Drift Storm Water Project. The bids were opened on April 18. The City sent out bid packages to three companies. Price Construction was the only bid received in the amount of \$222,386.00. Wind Drift flooding has been a problem for many years. It was first brought up when Bea Bateman was City Manager, but it was not resolved until now. .

Staff Recommendation: Approve the bid of Price Construction in the amount of \$222,386.00.

Suggested Motion: I move that we approve the bid of Price Construction in the amount of \$222,386 for the Wind Drift Storm Water Project.

Alternatives: Do not accept the bid and direct the project be re-bid.

Fiscal Impact: \$152,386 from Storm Water Capital Projects; \$70,000 from Street Paving Capital Projects.

Attachments: Bid documents

**Bid Forms****00300****Contractors Name:**Price Construction Inc**Project Identification:****Bid # 19-02: Wind Drift Road Stormwater Upgrades Project****Owner:****CITY OF BELLE ISLE****City Bid #:****#19-02**

- 1) The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the City in the form included in this document to complete all work as specified or indicated in the Project Manual for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the document.
- 2) The Bidder certifies that they have investigated the requirements to do business in the jurisdiction where the project is located, and that they are either qualified to do business or will obtain such pre-qualification before award of the contract.
- 3) The Bidder accepts all of the terms and conditions in this document including, without limitation, those dealing with the disposition of Bid Security (if applicable). This Bid will remain open for 60 days after the day of the Bid Opening. The Bidder will sign the Agreement and other documents required by the Contract Documents within 10 days after the date of City's Notice of Award.
- 4) In submitting this Bid, the Bidder represents, as more fully set forth in the Agreement, that:
 - a) The Bidder has examined copies of all Contract Documents and the following addenda:
Date: 4-8-19 4-15-19 Number: A B
 - b) The Bidder has examined the site and locality where the work is to be performed and the conditions affecting cost, progress or performance of the work and has made such independent investigations as the Bidder deems necessary.
 - c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation or solicited any other Bidder to submit a false or sham Bid and the Bidder has not sought by collusion to obtain for themselves any advantage over any other Bidder or over the City.
- 5) BIDDER will complete the Work outlined in the Construction Documents and Specifications as outlined herein.

We Price Construction Inc have carefully examined the construction documents and specifications, and hereby propose to provide the complete installation of new stormwater basins, associated piping, renovation of the existing swales, installation of new curbing along the cul-de-sac road, and to mill and repave the asphalt cul-de-sac roadway. The cost indicated below includes all labor, materials, equipment, construction management and testing that is shown in the construction documents and as outlined herein. The



cost indicated below also includes all labor, material, equipment, construction management and testing that may not be expressly shown on the construction documents but that are inherently necessary to complete the works.

Complete Project Base Bid as specified Lump Sum: \$ 222,386⁰⁰.

The undersigned hereby declares that they have carefully examined the individual sites listed on the bid form and will complete the WIND DRIFT ROAD STORMWATER UPGRADES PROJECT according to the specifications herein.

The terms used in this Bid were submitted to the City of Belle Isle on the 18 of April, 2019.

By: [Signature]
Individual's Name - Signature

Philip Price
Individual's Name - Printed

doing business as Price Construction Inc. (business name)

Business Address: 7440 Daetwyler Dr.

Business Phone No.: 407-857-7416

Business Fax No.: 407-857-2118

Email: ppriceinc92@gmail.com

Communications to the BIDDER concerning this Bid shall be addressed to:

Mailing Address: PO Box 590062

Street Address: _____

City, State and Zip: Orl. FL. 32859

Telephone No.: 407-857-7416

Fax No.: 407-857-2118

Email: ppriceinc92@gmail.com

**It is understood that the City of Belle Isle reserves the right to accept or reject any or all bids not deemed in the best interest of the City as determined by the City.*



Drug Free Workplace Certification

Section 00300

Identical or "Tie" Bids:

Preference shall be given to businesses with drug free workplace programs. Whenever two or more proposals which are equal in respect to price, quality, and service are received by the State or by any political subdivision for procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug free workplace program shall be given preference in the award process.

In order to have a drug free workplace program, a business shall:

- 1) Publish and pass out to each employee a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace.
- 2) Inform employees about the dangers of drug abuse in the workplace and the penalties that may be imposed upon employees for drug abuse violation.
- 3) Inform employees that the employer must be notified of a violation occurring in the workplace no later than five (5) calendar days after a conviction.
- 4) Impose sanctions on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employees who is so convicted.
- 5) Make a good faith effort to continue to maintain a drug free workplace through implementation of this section.

Kim Price 4-4-19
Name (signature) Date

Kim Price
Name (printed)
President
Title



Public Entity Crimes – Sworn Statement

Section 00300

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal on a contract to provide any goods or services to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with a public entity, and may not transact business with any public entity in excess of a period of 36 months from the date of being placed on the convicted vendor list.

Pursuant to Section 287.134(2) (a), Florida Statutes, an entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity.

This sworn statement by

Kim Price President

Name and title of business representative

who is authorized to represent

Price Construction Inc.

Business name

hereby specifies that neither the entity submitting this statement, nor any officers, directors, executives, partners, employees, shareholders who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

Kim Price

Signature

4-17-19

Date

STATE OF FLORIDA
COUNTY OF ORANGE

Personally appeared before me, the undersigned authority, on this 17 day of

April, 20 19.

Notary Public



02/05/2023
Commission Date

Personnel for Price Construction, Inc.

Owner

Philip Price

Vice President

Estimating/Supervisor

407-857-7416

407-509-6555 Cell

Kim Price

President

Office Manager

407-857-7416

407-509-6556 Cell

References for Price Construction, Inc.

Project Name: Warren Park Canoe Launch
Owner/Rep: Orange County Board of County Commissioners
Owner Address: 400 E South Street Suite 500
Orlando, Florida 32801
Phone/Email: 407-836-0053 roanwaterbury@ocfl.net
Job Descript: Install a canoe/kayak launch at Warren Park
Date Completed: 2-7-18
Cost of Project: 57,458.13

Project Name: Jade Circle Roadway Improvements
Owner/Rep: City of Belle Isle Bob Francis
Owner Address: 1600 Nela Avenue
Belle Isle, Florida 32809
Phone/Email: 407-851-7730
Job Descript: Concrete curbing, asphalt, piping, sodding
Date Completed: 1-15-19
Cost of Project: \$442,909.95



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/17/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Sihle Insurance Group, Inc.
1021 Douglas Ave.
Altamonte Springs FL 32714

CONTACT
NAME: Certificate DepartmentPHONE
(A/C, No, Ext): 407-869-0962FAX
(A/C, No): 407-774-0936E-MAIL
ADDRESS: certificates@sihle.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A : Westfield Insurance Group

24112

INSURER B : FCBI Florida Citrus, Business & Industries Fund

54132

INSURER C : Colony Insurance Company

39993

INSURER D :

INSURER E :

INSURER F :

INSURED
Price Construction Inc.
PO Box 590062
Orlando FL 32859

PRICCON-02

COVERAGES

CERTIFICATE NUMBER: 995442481

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			101GL011905400	4/5/2019	4/5/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CWP7595670	5/11/2018	5/11/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP \$ 10,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	N/A	10632124	4/1/2019	4/1/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

City of Belle Isle
1600 Nela Avenue
Belle Isle FL 32809

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Belle Isle Issues Log
5/7/19

Issue	Description	Start Date	POC	Expected Completion Date	Completed Action	Next steps
Gene Polk Park (Delia Beach)	Drainage issue at Gene Polk Park caused erosion problems and makes the park unattractive. At least 3 plans have been developed for the drainage and Council allocated \$180,000 to correct the problem.	4/3/2017	CM/CE	9/30/2019	FEMA is reviewing the project damages with the City to determine what the final payment may be and if this project will be funded under a FEMA mitigation program. FEMA mitigation reviewing project.	FEMA approved mitigation for \$309,000. Sent to the State for review, approval and funding. Review should be completed by end of May
Street Paving	Council approved project for paving several streets in the City. Middlesex Paving is the contractor	8/12/2017	PW/CM	9/30/2017 Completed for 2017	Paving to start mid-April. Area: City parking lot; Overlook, Lake Dr. (Nela - Swann), Nela to Bridage; Nela (Matchett - Gondola) Gondola (Nela - Perkins) Conway Cir, Jetport. Paving to start April 14; new door hangers out for residents in the area; E-Alert and FB Posts made.	Paving complete. Contractor to fix City Hall parking lot to eliminate large puddle.
Storm Drainage	Several individual projects are being looked at to complete. St. Partens, Nela, Wind Drift, and Seminole/Daetwyler.	4/3/2017	PW/ENG	8/31/2018	Wind Drift Project out for bid. Due April 11. Contractor meeting held on 3/27	Agenda Item for May 7
Traffic Studies	Council allocated funds for traffic study at Trentwood/Daetwyler Rd. Council directed city-wide traffic study to improve traffic flow.	4/3/2017	CM/Eng.	12/31/2018	Trentwood issues completed except for repair of chicane. Met with WaWa Rep regarding redesign of entrance. Council held workshop on transportation plan on April 9; revisions to be made by consultant.	Consultant making final changes to plan. Expected to be completed by June. Council adoption of the plan in June.
Fountain at Nela/Overlook	Council approved funding to convert the planter at Nela/Overlook to a fountain.	4/3/2017	CM	8/31/2018	GWerks to do fountain. Centerpiece is here. Should see demo of roundabout soon after Perkins Ramp is complete.	Backflow preventer installed. Power should be completed by mid-May.
Wallace/Matchett Area	City purchased large area at Wallace/Matchett for open space. Issues with Wallace Street Plat in this area with people trespassing on private property. District 2 Comm. And CM met with residents to discuss solutions. Council met on June 14 and issues was discussed. Council directed that a fence would be erected around property. Dist. 2 Comm. and CM to meet with residents to discuss options for Wallace Street plat. Area is still zoned R-2.	6/14/2017	Dist. 2 Comm and CM	9/30/2018	Fence installed. Zoning changed to OS. Agreement for CCA use of the field being reviewed by school. Trees planted as part of Arbor Day Celebration. Workshop held on development. CCA and City to review CCA draft plan.	Agenda Item for May 7

Belle Isle Issues Log
5/7/19

City acquisition of Property	Council discussed possibility of acquiring parcels within the City and directed City staff look at	3/20/2018	CM	8/31/2018	Cross lake purchase is on hold until County reschedules PH. Mayor/CM to meet with Commissioner Uribe and Adjacent property owner on Cross Lake on March 4. CM/Comm. Gold met with Oak Island HOA for property off Kissam Court.	Comm. Uribe and CM reviewing other proposals submitted by adjacent property owner. (No update) BOA building out for bid.
Charter School (CCA)	There has been infrastructure issues at Cornerstone for some time. The City owns the property and leases it to CCA. The City is responsible for replacing major systems at CCA according to the lease.	4/3/2017	CM	Ongoing	Capital Facility Plan complete. CCA considering purchase of property. Roofs are being patched, not replaced at this time. Letter was sent to CCA Board asking for joint meeting and other Board issues.	CCA Board and City Council to hold joint meeting (TBD). CM and Mayor met with consultant to talk about land lease. CCA agreed top joint meeting.
Strategic Plan	The City currently has no Strategic Plan. Strategic planning is the process to develop a vision of what the City would like in 10, 15, or 20 years, based on forecasted needs and conditions. It defines goals and objectives to achieve those goals. It is not the same as the Comp Plan	4/3/2017	Council/CM	Ongoing	Council to decide if it wants a Strategic Plan and then to set up a process for developing the plan. If Council moves forward, an outside consultant should be hired to contact the meetings, gather the information, conduct the surveys and develop the draft plan.	Strategic Planning Session tentatively scheduled for June. Council to discuss possible dates at 5/7 meeting
Municipal Code Update	The City Council contracted with a planner to update the municipal code. This process was not completed and needs to be completed. There have been significant code changes in the past few years that need to be in the code.	4/3/2017	CM/CC	Ongoing	Meet with consultant to determine what was done and what is left to do.	On-going

Comp Plan Updates	The comp plan is reviewed every 7 years to see if it needs to be updated. The City Council contracted with a planner to update the comprehensive plan.	3/1/2017	Council Planner CM	Ongoing	Meet with consultant to determine what was done and what is left to do.	On-going
Annexation	Council discussed the desire to annex contiguous property in order to build the tax base and possibly provide more commercial development in Belle Isle.	4/3/2017	Council CM	12/31/2017	Council determined the priority to annex.	CM to set up a series of community meetings to discuss annexations with residents.
Sustainability	Council discussed sustainability and energy initiatives.	4/3/2017	CM	12/31/2107	Look at LED lighting and Solar power for city facilities. Look at Community Garden (possibly at Wallace/Matchett)	Quotes received for solar on BIPD. Information received from CCA and sent to consultant for review. Consultant should have proposal by end of May

Belle Isle Issues Log
5/7/19

Forensic Audit	Council directed a forensic audit be conducted	17-Oct	CM/FD	9/30/2018	Auditor has list of questions for staff to answer. Conducted interviews. Delay in getting information from old system.	Staff reviewing recommendations. Agenda item for May 21
Parking	Council directed review and possible changes to parking ordinance. Focus on parking on grass and in front yards	6/19/2018	CM Code Enf Police	9/30/2018	Staff to review parking ordinances and BIMC.	Changes discussed at 2/5/19 meeting. Agenda item for 5/21/19



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

Meeting Date: May 7, 2019

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: Sale of Surplus Property

Background: The Police Department has outdated and unusable Tasers and since the Mayor is giving up his office, the furniture in the office is not needed by staff and therefore is surplus. It is estimated that the value of the surplus Tasers (10 each) is less than \$50 each and each piece (10 pieces total) of the furniture is less than \$100.

In accordance with Section 2-223, If the pproperty which has determined to be surplus to be of some commercial value, but such value does not exceed \$100.00, the city manager shall dispose of such property in any reasonable manner which the city manager, in the city manager's sole discretion, determines will bring the greatest price.

Staff Recommendation: Sell the surplus property

Suggested Motion: None

Alternatives: None

Fiscal Impact: \$1,500 if all surplus sells.

Attachments: Memoranda from PD



Belle Isle Police Department

April 26, 2019

Interoffice Memorandum:

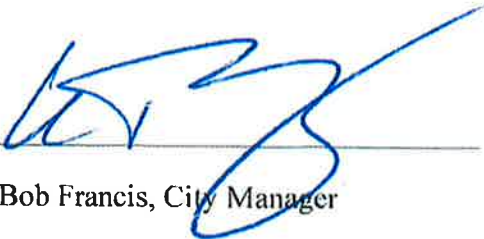
TO: Bob Francis
City Manager

FROM: Chief Laura Houston *L.H.*

RE: Removal of Items from Inventory

The following conductive energy weapons (Taser) are no longer functional. I am requesting the following items be removed from the Belle Isle Police Department inventory. Please let me know if you need additional information.

X00-462502	X00-689426
X00-616078	X00-383608
X00-539393	X00-616035
X00462479	X00-462460
X00-688974	X00-613115


Bob Francis, City Manager


Approved
Disapproved

Copy to Tracey.

** Community First **



Belle Isle Police Department

April 26, 2019

Interoffice Memorandum:

TO: Bob Francis
City Manager

FROM: Chief Laura Houston *LH*

RE: Request to Surplus Office Furniture

The office equipment in the old Mayor's office is no longer needed. I am requesting authorization to surplus and sell the furniture. Please let me know if you need additional information.

A large, stylized blue ink signature of Bob Francis.

Bob Francis, City Manager

Approved
Disapproved

** Community First **