



## CITY OF BELLE ISLE, FL

### CITY COUNCIL MEETING - UPDATED

Held in City Hall Chambers 1600 Nela Avenue Belle Isle FL

Held the 1st and 3rd Tuesday of Every Month

Tuesday, November 21, 2023 \* 6:30 PM

### AGENDA

#### City Council Commissioners

Nicholas Fouraker, Mayor

Vice-Mayor – Beth Lowell, District 5

District 1 Commissioner – Ed Gold | District 2 Commissioner – Anthony Carugno | District 3 Commissioner – Karl Shuck | District 4 Commissioner – Jason Carson | District 6 Commissioner – Stan Smith | District 7 Commissioner – Jim Partin

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

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

#### 2. Invocation and Pledge to Flag - Commissioner Stan Smith, District 6

#### 3. Presentations

- a. West Point CPRC Hometown Visit Program - Sophia Fernandez
- b. RVi Planning - Comp Plan Update

#### 4. Consent Items - These items are considered routine and previously discussed by the Council. One motion will adopt them unless a Council member requests before the vote on the motion to have an item removed from the consent agenda and considered separately.

- a. Pioneer Days Acoustic Stage Sponsorship
- b. Approval of the City Council meeting minutes - October 17, 2023
- c. Approval of the City Council meeting minutes - October 24, 2023

#### 5. Citizen's Comments - Persons desiring to address the Council must complete and provide the City Clerk a yellow "Request to Speak" form. When the Mayor recognizes you, state your name and address and direct all remarks to the Council as a body, not individual council members, 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 answered within a reasonable period following the meeting date.

#### 6. Unfinished Business - na

#### 7. New Business

- a. Resolution 23-17 - A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA, AMENDING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023, PROVIDING AN EFFECTIVE DATE.
- b. NAV Board Request for Water Quality Project

#### 8. Attorney's Report

#### 9. City Manager's Report

- a. Surplus PD Computers, AEDs and PW Equipment
- b. Election 2024 Districts 5 & 6 Update
- c. Discuss changing the December 5th meeting from a Workshop to a Regular Session.
- d. Discussion to Cancel December 19th Council Meeting
- e. Discuss rescheduling or canceling the January 2nd Workshop.

#### 10. Mayor's Report

#### 11. Items from Council

#### 12. Adjournment

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"If a person decides to appeal any decision made by the Council with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based."(F. S. 286.0105). "Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office (407-851-7730) at least 48 hours in advance of the meeting." –Page 1 of 1

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

a.

**Meeting Date:** November 21, 2023  
**To:** Honorable Mayor and City Council Members  
**From:** Chief Grimm, Interim City Manager  
**Subject:** West Point CPRC Thanksgiving Hometown Visit Program

**Background:** On October 31, the City received a request to present to the Council from Sofia Zhang Fernandez and provide information to the Community regarding life at West Point

The email is below,

My name is Sophia Zhang-Fernandez, I am currently in my second year at the United States Military Academy at West Point. My dad, Alex Fernandez, messaged me the other night regarding his discussion with you in the City of Belle Isle and encouraged me to reach out to you. I am sure he mentioned it, but I have been recently contacted and selected by the Cadet Public Relations Coordinator at West Point to participate in a Thanksgiving Hometown Visit Program, ranging from 18 – 22 Nov 2023. During this time, my duty will be to make appearances within my hometown to represent West Point within local communities. This consists of participating in public relations events with local schools or colleges, youth organizations, or other settings to encourage future applicants to look into the process and to provide overall information.

Having grown up in Belle Isle my entire life and attending the local Cornerstone Charter Academy, I have been able to watch the city and community flourish throughout the years. Thus, Belle Isle means a great amount to me, as it not only holds my childhood memories but is also the home that I return to whenever I leave West Point. As such, I was wondering if there is a possibility to set up a small event, short informational briefing, or a discussion with the city or police department. This does not necessarily need to be a major event, but if there happen to be any meetings or events occurring throughout these dates, it would mean a lot to me if I could provide a short brief. The primary target audience for this program is students in high school, middle school, or even some in college (however, any other audiences are welcome as well) and those who are specifically interested in applying to service academies and military branches. Within the discussion, I will be able to provide information regarding life at West Point and discuss my journey beginning in Belle Isle and the influences that propelled me onto the path to service.

Again, if the City of Belle Isle or the police department could provide any assistance through holding events or meetings, it would be greatly appreciated. Please let me know if you would like more information.

Very respectfully,  
CDT Sophia Zhang-Fernandez  
Foxtrot Company, 4th Regiment.  
Class of 2026 - Cell: (407)-437-6716

**Staff Recommendation:** NA  
**Suggested Motion:** NA  
**Alternatives:** None  
**Fiscal Impact:** NA  
**Attachments:** None



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Name & address [Empty box]

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Full page (black & white) - \$500
Half Page (horizontal or vertical) - \$275
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DEADLINE FOR MAGAZINE AD ARTWORK IS DECEMBER 30, 2023.

\* Any sponsor returning artwork by November 15, 2023, will receive complimentary ad space in our 2023 "This Day in History" calendar to be printed in time for Christmas gift giving.
\* Magazines will be printed & distributed at the end of January 2024, and at the front gate during the festival weekend.
\* Sponsor banners must be received by February 23, 2024 (the Friday preceding the festival weekend). Call or email as directed at top to make pick-up/drop-off arrangements.



**CITY OF BELLE ISLE, FL  
CITY COUNCIL MEETING - UPDATED**

Tuesday, October 17, 2023 \* 6:30 pm  
**MINUTES**

Present was:

- Nicholas Fouraker, Mayor
- District 1 Commissioner – Ed Gold
- District 2 Commissioner – Anthony Carugno
- District 3 Commissioner – Karl Shuck
- District 4 Commissioner – Randy Holihan
- District 5 Commissioner – Beth Lowell
- District 6 Commissioner – Stan Smith
- District 7 Commissioner – Jim Partin

Absent was:

NA

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

Mayor Fouraker called the meeting to order at 6:30 pm, and the City Clerk confirmed the quorum. Also present were Interim City Manager Grimm, Attorney Langley, Public Works Director Phil Price, and City Clerk Yolanda Quiceno.

**2. Invocation and Pledge to Flag - Vice Mayor Beth Lowell, District 5**

**3. Gray Robinson Legislative Update and 2024 Projects**

Christopher Dawson, Lobbyists/Advisor from Gray Robinson, presented a recap of the 2023 legislative session, including City of Belle Isle appropriation projects, a preview of the 2024 regular session of the FL Legislature, and a preview of major races/topics during the 2024 election cycle.

**4. Consent Items**

- a. Approval of the City Council meeting minutes - September 5, 2023
- b. Approval of the Budget Hearing and Council Meeting minutes - September 19, 2023
- c. RESOLUTION 23-13: RENEW LINE OF CREDIT WITH SOUTHSTATE BANK
- d. RESOLUTION 23-16: A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA, AMENDING THE FISCAL YEAR ANNUAL BUDGET, BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023, and budget BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024, CREATING A PARKS IMPACT FEE FUND AND GENERAL GOVERNMENT IMPACT FEE FUND.
- e. Proclamation - 20th Anniversary Week of the Family

Mayor Fouraker called to approve the consent items and pull the Proclamation for presentation. Comm Carugno requested moving agenda item 6a before the Consent Items.

**Comm Smith moved to pull item e for presentation.  
Vice Mayor Lowell seconded the motion, which passed unanimously.**

Mayor Fouraker read and presented the Proclamation for the record. Elizabeth Rahter was present to receive the Proclamation on behalf of the organization.

**5. Citizen's Comments**

Mayor Fouraker opened for citizen comments. Comm Carugno recommended hearing item 6a on the agenda. Upon Council consensus, Mayor Fouraker opened for comments on the CCA Site Plan Approval and said he would reopen Citizen comments on other matters after the presentation.

Randolph Rimes, residing at 1125 Lacon Avenue, said he would like to hear more about the traffic issues and how the school will manage the new plan.

Tony and Dache' Marrone, residing at 1129 Waltham Avenue, shared their frustrations with parents and students of CCA. Many parents have accosted him and his family. They consistently block their driveway and, when confronted, are threatened and spoken to with much disrespect. The Police Officers continued telling them they could not do anything because it was not their jurisdiction.

There being no further comments, Mayor Fouraker closed citizen comments for the CCA Site Plan.

**6. Unfinished Business**

a. Cornerstone Charter Academy Development Site Plan Approval

Mayor Fouraker opened for Development Plan discussion.

April Fisher, the City's Planning Consultant, said the PD rezoning is a two-step process. The City Council approved the Concept Plan in May and adopted Ordinance 23-02. The staff and the City Consultants have determined them to be consistent with the approved PD preliminary concept plan approved by the Council. This final step will complete the PD approval process. There are no changes with respect to use, and all items remain the same. CCA has also received Approval from the required regional agencies, which include OC Engineering, OC Fire Department, FDOT, and St Johns River Management District. The staff recommends Approval of the development plan as presented.

Jean Abi-Aoun, Civil Engineer with Florida Engineering Group, said the Development Plan complies fully with the Concept Plan. Since that Approval, CCA has gone through a full engineering plan approved by the regional agencies. They are awaiting final Approval from FDOT driveway connection, OUC, and OC Utilities for sewer, who had minor comments before Approval. They anticipated construction no later than 30 days.

Regarding the traffic comments, the OC Fire Department reviewed the plans and ensured they could access the property and not block the existing Fire Department. Mr. Abi-Aoun requested Approval of the Development Plan to allow them to move forward with submittal for construction.

Comm Carugno requested a full set of printed plans from the City Clerk and asked for clarification on installing the force beams from the concession stand.

Vice Mayor Lowell asked if the Lancaster House would remain as is. Mr. Abi-Aoun said they would not be touching the property.

Comm Shuck moved to approve the final Development Plan in compliance with Ordinance 23-02. Comm Partin seconded the motion, which passed 5:2 with Comm Carugno and Comm Holihan, nay.

William Brooks, Chairman of the CCA Board, said he was unaware of the issues along Waltham and would speak with Dr. Pancoast and deal with the issue.

Comm Gold said he would like to discuss the Lancaster House. The Council was promised that the Lancaster House would be part of the renovation process, which was mainly why he voted in favor. In recent discussions, he found that CCA has no intention of renovating the property. Comm Shuck said he believes it was intended that CCA maintain the property.

Mayor Fouraker recommended a letter be sent to CCA for an update on the plans for the Lancaster House for discussion at the November 7<sup>th</sup> Workshop in the Use Agreement.

- b. RFP 23-08 - Selection of Contractor for Cross Lake Road Improvements  
Interim Manager Grimm presented the submittals for the Cross Lake Road Improvements RFP for Approval. The Council approved \$200,000 in funding from ARPA in the budget for this project.

Phil Price, Director of Public Works, recommended Approval of the submittal by Garcia Civil Contractors for \$229,338.83.

Comm Smith asked if the City Engineer, Harris Engineering, had any dealings with any of the three companies in the past. Nicole Lund, City Engineer, said she has not personally worked with any companies. Phil Price said they anticipate the construction start date in January so as not to affect the residents during the holidays. Comm Holihan noted how the staff will deal with fee escalation if the project starts after 30 days. Mr. Price said he would speak with the contractor and return to the Council if the price increases.

Vice Mayor Lowell asked if there was language in the contract for project completion. Mr. Price said yes, there is a time frame; however, he does not believe any penalties exist. Access will be given to residents while the construction is ongoing, and the waste and recycling pickup will be discussed at the preconstruction meeting.

Comm Carugno moved to approve the bid submitted by Garcia Civil Contractors for the Cross Lake Road Improvements and fund the remaining balance with ARPA Funds and General Fund.  
Comm Holihan moved to second the motion to include the addition of any cost escalation.  
Comm Carugno agreed to the addition.

Adam McGinnis, a resident, said he favors the project as presented.

Comm Partin said he would like the motion to clarify that the funds are made with ARPA Funds.

Comm Carugno said he further amends his motion to include the costs paid with ARPA Funds.  
Comm Holihan seconded the amended motion with the amendments, which was unanimously approved 7:0.

- c. Discussion on City Manager Candidate and Employment Agreement  
Mayor Fouraker reported on the background of the process and presented a redlined copy of the final contract, as presented to Rick Rudometkin. A lot of research looked at different city contracts across the State. Mayor Fouraker reported that the contract was initially given to Mr. Carlisle, who declined the offer. He then started negotiating the same contract with Mr. Rudometkin, who counter-offered the following and incorporated by the City Attorney,

The Council discussed,

- Start January 1, 2024
- City Manager resides in the City with a starting Salary of \$140,000; within six months of living there, the salary will be \$165,000. If he cannot comply with the 6-month relocation to the City, the termination clause will be in effect with no severance' or Council discretion.
- 20 PTO days and five paid days added to the date of hire
- Severance of 9-12 months or Florida State Statute standard
- 2-year term on relocation allowance of \$20k
- Insurance with 50% for dependents
- four months to hire an Assistant CM
- Full salary retroactive upon residence requirement
- Executive leave of 40 hours effective October 1
- \$700 car allowance per month with a start date
- Retirement at 18.5% - creating a need to draft a Resolution to change for all staff or CM only.

Comm Carugno said he was under the impression that the Council would discuss the contract and all its contents before negotiations. He further added that he disagreed with canceling the previous meeting because discussing the contract revision would have been helpful. He is considering tabling the discussion until the Council can further review the updated contract and provide input.

Comm Gold said he would favor tabling discussion since the candidate cannot start until January 2024. He further noted that the taxpayers may have a problem with the additional \$30,000 compensation, totaling \$203,000.

**Comm Carugno moved to table discussions until all the details are clear and the Council can discuss and consider the contract presented.**

**Comm Gold seconded the motion, which passed 5:2 with Comm Partin and Comm Holihan, nay.**

**Comm Smith moved to schedule a special meeting for October 24, 2023, at 5:45 pm.**

**Vice Mayor Lowell seconded the motion, which passed unanimously.**

**Mayor Fouraker said if Council members cannot attend, they should send any comments to the City Manager before the meeting for consideration.**

**7. New Business**

- a. Consideration to Appoint Jason Carson to the District 4 Commissioner seat

At the June 6<sup>th</sup> meeting, Comm Holihan submitted his resignation effective December 31, 2023. On August 15 the Council agreed to post the position. The staff received one application for the position, Jason Carson. Comm Holihan is willing to resign effective immediately as Commission for District 4 and has submitted consideration to represent District 3 on the Planning & Zoning Board.

**After discussion, the Council accepted Comm Holihan's resignation. Comm Holihan moved to appoint Jason Carson as the District 4 Commissioner for the remainder of the term, effective October 24, 2023, at the Special Called Session starting at 5:45 pm.**

**Vice Mayor Lowell seconded the motion, which passed unanimously.**

- b. Consideration to Appoint Randy Holihan as the District 3 Planning & Zoning Board Member

**Comm Partin moved to appoint Randy Holihan as District 3 Planning & Zoning, effective October 24, 2023. Comm Holihan said he would attend the Planning & Zoning Meeting following the Special Called Session.**

**Vice Mayor Lowell seconded the motion, which passed unanimously 7:0.**

- c. JJ's Request for Solid Waste Increase

CM Grimm presented JJs' request to increase the recycling rate to 12% due to the increase approved by the Board of County Commissioners effective October 1, 2023.

Darren Bateson from JJs Waste & Recycling said the City approved a 5.4% increase in April. Orange County, effective October 1 is raising its rates. JJs are requesting an increase in their transfer rate fee of an additional 6.6% (\$1.63 - 2,643 residents) to cover the increase from the County.

Comm Lowell said having this for the incoming City Manager may be appropriate.

Mr. Bateson further shared his concerns with the landscapers doing work in the City and not taking their yard waste with them. It has increased the amount of waste in the City. Any information provided to the residents to address this concern would be appreciated.

CM Grimm said the City has approved the rate for this year and will not be able to pass it along to the residents. Until 2024/2025.

The Mayor shared his concern with the increase and said he is not in favor of the increase out of the General Fund, and staff may want to draft an RFP this year for consideration. He noted that the Council may be open to discussing mitigating efforts and policies.

Comm Gold said it would be hard to sell this to the residents. The City is privileged to have pickups two times a week and may have to cut back on services to one day a week, similar to all of Orange County.

**After discussion, Comm Gold moved to continue the discussion for JJ's increase at the upcoming workshop. Comm Carugno seconded the motion, which passed 6:1 with Comm Smith, nay.**

**Comm Carugno moved to extend the meeting by 15 minutes.**

**Comm Smith seconded the motion, which passed 5:2 with Comm Holihan and Comm Smith, nay.**

- d. Sienna Place: Discussion on Waste Management Contract  
Council consensus was to move the discussion to the upcoming workshop.

**8. Attorney's Report**

- a. 3904 Arajo Court Title Search

Interim City Manager Grimm said staff had not moved this Code Enforcement issue to a close. Staff are requesting a title search for the property to determine if any other liens have an interest in the property. The City Attorney has recommended the title search as a starting point and move from there. Attorney Langley said the staff requests Approval to submit for a title search, initiate a lawsuit, foreclose the property, and collect the due liens.

**Comm Smith moved to instruct the City Attorney to obtain a title search for 3904 Arajo Court and move forward. Comm Holihan seconded the motion, which passed unanimously.**

**Consent Items**

- a. Approval of the City Council meeting minutes - September 5, 2023
- b. Approval of the Budget Hearing and Council Meeting minutes - September 19, 2023

Mayor Fouraker moved to approve the consent items a and b.

Comm Carugno requested the following corrections.

Minutes of September 5, 2023, read as follows,

Page 4 - 2<sup>nd</sup> Paragraph: "There being no further comments, Mayor Fouraker closed the citizen comments."  
Should read, "There being no further comments, ~~Mayor Fouraker~~ Acting Mayor Comm Partin closed the citizen comments."

Minutes of September 19, 2023, read as follows,

Page 12 - 4<sup>th</sup> Paragraph: "Comm Lowell seconded the motion, which passed 5:2 with Comm Carugno and Comm Shuck, nay."

Should read, "Comm Lowell seconded the motion, which passed 5:2 with Comm Carugno and Comm ~~Shuck~~ Holihan, nay."

**Comm Smith moved to approve consent items a and b.**

**Vice Mayor Lowell seconded the motion, which passed unanimously.**

**RESOLUTION 23-13: RENEW LINE OF CREDIT WITH SOUTHSTATE BANK**

Interim City manager Grimm read Resolution 23-13 by Title.

**Comm Holihan moved to approve Resolution 23-13.**

**Vice Mayor Lowell seconded the motion, which passed unanimously upon roll call.**



RESOLUTION 23-16: A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA, AMENDING THE FISCAL YEAR ANNUAL BUDGET, BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023, and budget BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024, CREATING A PARKS IMPACT FEE FUND AND GENERAL GOVERNMENT IMPACT FEE FUND.

Interim City Manager Grimm read Resolution 23-16 by Title.

**Comm Smith moved to approve Resolution 23-16.**

**Vice Mayor Lowell seconded the motion, which passed 6:1 upon roll call with Comm Holihan, nay.**

**9. City Manager's Report** – No report.

**10. Mayor's Report** – No report.

**11. Items from Council**

Comm, Smith said there are 75 days left for the new year. The new State Statute-Form 6 may have Commissions, not knowing if they will be rerun. He asks the Council to consider sharing, no later than November 1, to share their intentions on remaining on the Council to allow the City to advertise and interview any replacements.

**12. Adjournment**

With no further business, Mayor Fouraker called for a motion to adjourn.

The motion passed unanimously at 9:15 pm.



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

Tuesday, October 24, 2023 \* 5:45 pm  
**MINUTES**

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

Mayor Fouraker called the meeting to order at 5:46 pm, and the Clerk confirmed quorum. Also present were Interim City Manager Grimm, Attorney Langley, Public Works Director Phil Price, and Clerk Heidi Peacock.

**2. Invocation and Pledge to Flag - Comm Smith, District 6**

Comm Smith gave the invocation and led the Pledge to the flag.

**3. Citizen's Comments**

Mayor Fouraker opened for citizen comments.

Alex Fernandez, 1618 Swann Avenue, shared his concerns about the noise from music and car racing at the business on the corner of Orange Avenue during the early morning hours. He noted that he is afraid to call because of retaliation. Mayor Fouraker gave the resident a non-emergency number to call if the problems continued. Mayor Fouraker noted that all calls to the County provide important data that can lead to enforcement and change.

**4. New Business**

a. Discussion and Action on City Manager Employment Contract

Mayor Fouraker opened for discussion on the City Manager Employment Contract.

Comm Carugno shared his frustration with the City's process of finalizing the contract before offering employment to a candidate. The current candidate was not one of his first picks due to his tenure of only 2-3 years in prior cities. He would have preferred to have the Council review and develop a contract as a group. He disagrees with the following benefits:

- 6-month primary residence requirement
- the delay for employment in January 2024
- initial salary of \$140,000 and increase to \$165,00 upon residency
- Retirement of 18.5 higher than any other administrative staff

Comm Carugno stated he was against the current contract. He excused himself from the meeting and did not appreciate being interrupted during his comments.

For clarification, Mayor Fouraker said residency is required per Section 4.07 of the Code. He reminded the Council that they waived that criterion for the previous City Manager since there were no homes reasonable for his family then. He further noted that the Council had motioned him to negotiate the contract with the applicant, which is what is now for Council discussion.

Comm Shuck said it's important to clarify for the residents that the Council motioned to have the negotiations consist of the Mayor, Attorney, and Colin Baenziger. He shared his concern with the starting salary and the prorated payout upon residency.

Comm Holihan spoke on the one-time payment for moving expenses and said it should be a cost for reimbursement of up to \$20,000. He further noted that the retirement should be equal to administrative staff.

Comm Partin and Comm Smith recommended the contract date in Section 5 from June 1 to July 1. He further noted that the retirement contribution should be 16% with a starting point of \$140,000 due to experience.

Comm Gold said he would like the Council to direct staff to bring forward salaries comparable to surrounding cities with the same size and tax base.

After further discussion, Comm Smith moved to offer the contract to Mr. Rudometkin with the following changes,

- change the date from June 1 to July 1
- change the retirement to 16% with the negotiated salary

Comm Holihan seconded the motion with the change to the salary back to what was budgeted at \$165,000. Comm Smith agreed.

Upon roll call, the motion failed with Comm Partin, Comm Shuck, and Comm Gold, nay 3:3. Comm Carugno was not present for the vote.

Comm Partin moved to offer the contract to Mr. Rudometkin with the following changes,

- change the date from June 1 to July 1
- change the retirement to 16%
- salary starting at \$140,000 with a max of \$155,000 upon residency

Comm Smith seconded the motion, which passed upon roll call 4:2 with Comm Shuck and Comm Gold, nay. Comm Carugno was not present for the vote.

b. Swear-In Jason Carson, District 4 Commissioner

Mayor Fouraker swore in Jason Carson as Commissioner of District 4.

5. **Adjournment**

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**RESOLUTION NO. 23-17**

A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA, AMENDING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023, PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Resolution 22-27, the City of Belle Isle adopted the budget for the fiscal year 2022-2023; and

WHEREAS, the City of Belle Isle has determined that the Budget for FY 2022-2023 should be amended; and

WHEREAS, Section 166.241(4)(c) Florida Statutes require such a budget amendment to be adopted in the same manner as the original budget.

Now, therefore, the City Council of the City of Belle Isle, Florida, hereby resolves:

Section 1. The City of Belle Isle, Florida’s fiscal year 2022-2023 budget is hereby amended by Attachment “A”. The Attachment is hereby incorporated into this Resolution by reference thereto.

Section 2. This Resolution shall take effect upon its adoption.

Adopted by the City Council on this 21<sup>st</sup> day of November 2023.

\_\_\_\_\_  
NICHOLAS FOURAKER, MAYOR

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

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Approved as to form and legality  
City Attorney

STATE OF FLORIDA  
COUNTY OF ORANGE

I, YOLANDA QUICENO, CITY CLERK OF THE CITY OF BELLE ISLE, FLORIDA, do hereby certify that the above and foregoing Resolution No. 23-17 was duly and legally passed and adopted by the Belle Isle City Council in session assembled, at which session a quorum of its members was present on the \_\_\_\_\_ day of November 2023.

\_\_\_\_\_  
Yolanda Quiceno, CMC-City Clerk

ATTACHMENT A  
CITY OF BELLE ISLE  
FY 2022-2023  
BUDGET AMENDMENT #3  
RESOLUTION# 23-17

a.

Account Id	Account Description	ORIGINAL BUDGET 2022/2023	RESOLUTION# 23-03 BA#1	RESOLUTION# 23-14 BA#2	RESOLUTION# 23-17 BA#3	AMENDED BUDGET 2022/2023	REF#
<b>GENERAL FUND</b>							
<b>BEGINNING FUND BALANCE</b>		<b>3,185,000</b>	-	<b>838,928</b>	-	<b>4,023,928</b>	
<b>REVENUES</b>							
001-311-100	AD VALOREM TAX	4,005,622	-	-	-	4,005,622	
001-312-410	LOCAL OPTION GAS TAX	237,101	-	(22,101)	-	215,000	
001-314-800	UTILITY SERVICE TAX - PROPANE	5,500	-	-	-	5,500	
001-315-000	COMMUNICATIONS SERVICES TAXES	190,000	-	25,000	-	215,000	
001-316-000	BUSINESS TAX LICENSES	12,000	-	-	-	12,000	
001-322-000	<b>BUILDING PERMITS</b>	<b>175,000</b>	-	-	<b>57,000</b>	<b>232,000</b>	<b>( B )</b>
001-323-100	FRANCHISE FEE - ELECTRICITY	260,000	-	45,000	-	305,000	
001-323-700	FRANCHISE FEE - SOLID WASTE	60,000	-	35,000	-	95,000	
001-329-000	ZONING FEES	30,000	-	-	-	30,000	
001-329-100	PERMITS - GARAGE SALE	200	-	-	-	200	
001-329-130	BOAT RAMPS - DECAL AND REG	1,800	-	-	-	1,800	
001-329-900	TREE REMOVAL	0	-	-	-	-	
001-331-100	FEMA REIMBURSEMENT - FEDERAL	0	-	-	-	-	
001-331-110	FEMA REIMBURSEMENT - STATE	0	-	-	-	-	
001-331-120	FDOT REIMBURSEMENT	0	-	-	-	-	
001-331-900	<b>ARPA - CORONAVIRUS LOCAL FISCAL RECOVERY</b>	<b>1,813,090</b>	-	<b>(1,276,135)</b>	<b>169,714</b>	<b>706,669</b>	<b>( A )</b>
001-334-201	FDOT UNF HIGH VISIBILITY ENFORCEMENT	0	-	-	-	-	
001-334-396	OJP BULLETPROOF VEST GRANT	0	-	-	-	-	
001-334-560	FDLE JAG GRANT	0	-	-	-	-	
001-334-565	FDLE CESF/CERF FUNDING	0	-	-	-	-	
001-335-120	STATE SHARED REVENUE	372,724	-	57,276	-	430,000	
001-335-150	ALCOHOLIC BEVERAGE LICENSE TAX	0	-	-	-	-	
001-335-180	HALF-CENT SALES TAX	1,043,124	-	256,876	-	1,300,000	
001-337-200	SRO - CHARTER CONTRIBUTION	77,507	-	-	-	77,507	
001-337-205	CHARTER SCHOOL INSURANCE CONTRIBUTIONS	0	-	-	-	-	
001-341-900	QUALIFYING FEES	0	-	-	-	-	
001-343-410	SOLID WASTE FEES - RESIDENTIAL	707,524	-	-	-	707,524	
001-347-400	SPECIAL EVENTS	0	-	-	-	-	
001-351-100	JUDGEMENT & FINES - MOVING VIOLATIONS	65,000	-	75,000	-	140,000	
001-351-110	RED LIGHT CAMERAS	390,000	-	270,000	-	660,000	
001-354-000	JUDGEMENT & FINES - LOCAL ORDINANCE VIOL	0	-	-	-	-	
001-359-000	JUDGEMENT & FINES - PARKING VIOLATIONS	7,500	-	(4,575)	-	2,925	
001-359-200	INVESTIGATIVE COST REIMBURSEMENT	0	-	-	-	-	
001-361-100	INTEREST - GENERAL FUND	500	-	-	-	500	
001-361-200	INTEREST - SBA	0	-	-	-	-	
001-362-100	CHARTER SCHOOL RENT	450,000	-	-	-	450,000	
001-364-000	DISPOSITION OF FIXED ASSETS	0	-	-	-	-	
001-366-000	CONTRIBUTIONS & DONATIONS	0	40,000	-	-	40,000	
001-367-000	RENTAL LICENSES	18,000	-	-	-	18,000	
001-369-900	OTHER MISCELLANEOUS REVENUE	40,000	-	-	-	40,000	
001-369-905	<b>POLICE OFF-DUTY DETAIL REIMBURSEMENTS</b>	<b>0</b>	<b>106,997</b>	<b>46,789</b>	<b>11,691</b>	<b>165,477</b>	<b>( C )</b>
001-369-906	POLICE MARINE PATROL REIMBURSEMENTS	30,000	-	-	-	30,000	
001-369-908	OC NAV BOARD REIMBURSEMENTS - MISC	0	-	-	-	-	
001-369-910	VACANT FORECLOSURE	0	-	-	-	-	
001-369-915	AAA FLORIDA TRAFFIC SAFETY GRANT	0	-	-	-	-	
<b>TOTAL REVENUES</b>		<b>9,992,192</b>	<b>146,997</b>	<b>(491,870)</b>	<b>238,405</b>	<b>9,885,724</b>	
<b>TRANSFERS IN</b>		<b>0</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>	
<b>Total BEGINNING FUND BALANCE, Revenues, &amp; TRANSFERS IN</b>		<b>13,177,192</b>	<b>146,997</b>	<b>347,058</b>	<b>238,405</b>	<b>13,909,652</b>	
<b>EXPENDITURES</b>							
001-511-00-2311	DENTAL & VISION INSURANCE - DISTRICT 1	500	-	-	-	500	
001-511-00-2312	DENTAL & VISION INSURANCE - DISTRICT 2	500	-	-	-	500	
001-511-00-2313	DENTAL & VISION INSURANCE - DISTRICT 3	500	-	-	-	500	
001-511-00-2314	DENTAL & VISION INSURANCE - DISTRICT 4	500	-	-	-	500	
001-511-00-2315	DENTAL & VISION INSURANCE - DISTRICT 5	500	-	-	-	500	
001-511-00-2316	DENTAL & VISION INSURANCE - DISTRICT 6	500	-	-	-	500	
001-511-00-2317	DENTAL & VISION INSURANCE - DISTRICT 7	500	-	-	-	500	
001-511-00-3150	ELECTION EXPENSE	10,000	-	(10,000)	-	0	
001-511-00-4000	TRAVEL & PER DIEM	3,500	-	-	-	3,500	
001-511-00-4001	TRAVEL & PER DIEM - DISTRICT 1	0	-	-	-	0	
001-511-00-4002	TRAVEL & PER DIEM - DISTRICT 2	0	-	-	-	0	
001-511-00-4003	TRAVEL & PER DIEM - DISTRICT 3	0	-	-	-	0	

ATTACHMENT A  
CITY OF BELLE ISLE  
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RESOLUTION# 23-17

a.

Account Id	Account Description	ORIGINAL BUDGET 2022/2023	RESOLUTION# 23-03 BA#1	RESOLUTION# 23-14 BA#2	RESOLUTION# 23-17 BA#3	AMENDED BUDGET 2022/2023	REF#
001-511-00-4004	TRAVEL & PER DIEM - DISTRICT 4	0	-	-	-	0	
001-511-00-4005	TRAVEL & PER DIEM - DISTRICT 5	0	-	-	-	0	
001-511-00-4006	TRAVEL & PER DIEM - DISTRICT 6	0	-	-	-	0	
001-511-00-4007	TRAVEL & PER DIEM - DISTRICT 7	0	-	-	-	0	
001-511-00-4100	COMMUNICATIONS - TELEPHONE	7,500	-	2,500	-	10,000	
001-511-00-4900	OTHER CURRENT CHARGES	250	-	-	-	250	
001-511-00-5100	OFFICE SUPPLIES	500	-	-	-	500	
001-511-00-5200	OPERATING SUPPLIES	100	-	-	-	100	
001-511-00-5400	BOOKS,SUBSCRIPTIONS & MEMBERSHIPS	2,800	-	-	-	2,800	
001-511-00-5401	BOOKS,SUBSCRIPTIONS & MEMBERSHIPS- DIS 1	0	-	-	-	0	
001-511-00-5402	BOOKS,SUBSCRIPTIONS & MEMBERSHIPS- DIS 2	0	-	-	-	0	
001-511-00-5403	BOOKS,SUBSCRIPTIONS & MEMBERSHIPS- DIS 3	0	-	-	-	0	
001-511-00-5404	BOOKS,SUBSCRIPTIONS & MEMBERSHIPS- DIS 4	0	-	-	-	0	
001-511-00-5405	BOOKS,SUBSCRIPTIONS & MEMBERSHIPS- DIS 5	0	-	-	-	0	
001-511-00-5406	BOOKS,SUBSCRIPTIONS & MEMBERSHIPS- DIS 6	0	-	-	-	0	
001-511-00-5407	BOOKS,SUBSCRIPTIONS & MEMBERSHIPS- DIS 7	0	-	-	-	0	
	<b>Total Legislative</b>	<b>28,150</b>	<b>-</b>	<b>(7,500)</b>	<b>-</b>	<b>20,650</b>	
001-512-00-2310	DENTAL & VISION INSURANCE	500	-	-	-	500	
001-512-00-4000	TRAVEL & PER DIEM	500	-	-	-	500	
001-512-00-4100	COMMUNICATIONS - TELEPHONE	1,000	-	-	-	1,000	
001-512-00-4900	OTHER CURRENT CHARGES	500	-	-	-	500	
001-512-00-5400	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	600	-	-	-	600	
	<b>Total Executive Mayor</b>	<b>3,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,100</b>	
001-513-00-1200	REGULAR SALARIES & WAGES	442,893	-	-	-	442,893	
001-513-00-1250	VEHICLE ALLOWANCE - CITY MANAGER	8,400	-	(4,500)	-	3,900	
001-513-00-1400	OVERTIME PAY	500	-	-	-	500	
001-513-00-2100	FICA/MEDICARE TAXES	34,562	-	-	-	34,562	
001-513-00-2200	RETIREMENT CONTRIBUTIONS	70,863	-	-	-	70,863	
001-513-00-2300	HEALTH INSURANCE	88,000	-	(10,000)	-	78,000	
001-513-00-2310	DENTAL & VISION INSURANCE	3,100	-	-	-	3,100	
001-513-00-2320	LIFE INSURANCE	2,100	-	-	-	2,100	
001-513-00-2330	DISABILITY INSURANCE	5,300	-	-	-	5,300	
001-513-00-3100	PROFESSIONAL SERVICES	18,000	-	-	-	18,000	
001-513-00-3400	PLANNING SERVICE	40,000	-	-	-	40,000	
001-513-00-4000	TRAVEL & PER DIEM	2,500	-	-	-	2,500	
001-513-00-4410	RENTALS & LEASES - VEHICLES	3,000	(3,000)	-	-	0	
001-513-00-4610	REPAIRS & MAINTENANCE - VEHICLES	200	3,000	-	-	3,200	
001-513-00-4700	PRINTING & BINDING	500	-	-	-	500	
001-513-00-4710	CODIFICATION EXPENSES	6,500	-	-	-	6,500	
001-513-00-4900	OTHER CURRENT CHARGES	2,500	-	-	-	2,500	
001-513-00-4910	LEGAL ADVERTISING	4,000	-	-	-	4,000	
001-513-00-5200	OPERATING SUPPLIES	0	-	-	-	0	
001-513-00-5230	FUEL EXPENSE	500	-	-	-	500	
001-513-00-5400	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	6,000	-	-	-	6,000	
	<b>Total Finance, Admin, &amp; Planning</b>	<b>739,418</b>	<b>-</b>	<b>(14,500)</b>	<b>-</b>	<b>724,918</b>	
001-519-00-3100	OTHER PROFESSIONAL SERVICES	0	-	40,000	-	40,000	
001-519-00-3110	LEGAL SERVICES	200,000	-	(25,000)	-	175,000	
001-519-00-3120	ENGINEERING FEES	10,000	-	20,000	-	30,000	
001-519-00-3140	INFORMATION TECHNOLOGY EXPENSE	7,200	-	-	-	7,200	
001-519-00-3200	AUDITING & ACCOUNTING	28,000	-	-	-	28,000	
001-519-00-3400	CONTRACTUAL SERVICES	75,000	-	45,000	(42,000)	78,000	( G )
001-519-00-3405	BUILDING PERMITS	140,000	-	-	45,600	185,600	( B )
001-519-00-3410	JANITORIAL SERVICES	3,000	-	-	-	3,000	
001-519-00-3415	WEBSITE/SOCIAL MEDIA	35,000	-	(31,500)	-	3,500	
001-519-00-3417	EMERGENCY EXPENSES - HURRICANE	0	1,430,554	-	-	1,430,554	
001-519-00-3440	FIRE PROTECTION	1,915,774	-	-	-	1,915,774	
001-519-00-4100	COMMUNICATIONS SERVICES	15,000	-	(3,000)	-	12,000	
001-519-00-4200	FREIGHT & POSTAGE	5,000	-	-	-	5,000	
001-519-00-4300	UTILITY/ELECTRIC/WATER	21,000	-	-	-	21,000	
001-519-00-4310	SOLID WASTE DISPOSAL/YARDWASTE	746,762	15,720	-	-	762,482	
001-519-00-4500	INSURANCE	150,000	-	38,218	-	188,218	
001-519-00-4600	REPAIRS & MAINTENANCE - GENERAL	7,000	36,901	-	-	43,901	
001-519-00-4700	PRINTING & BINDING	6,500	-	-	-	6,500	
001-519-00-4800	SPECIAL EVENTS	25,000	-	-	-	25,000	
001-519-00-4900	OTHER CURRENT CHARGES	5,000	-	-	-	5,000	
001-519-00-4905	NON AD VALOREM ASSESSMENT FEE	3,500	-	-	-	3,500	

ATTACHMENT A  
CITY OF BELLE ISLE  
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RESOLUTION# 23-17

a.

Account Id	Account Description	ORIGINAL BUDGET 2022/2023	RESOLUTION# 23-03 BA#1	RESOLUTION# 23-14 BA#2	RESOLUTION# 23-17 BA#3	AMENDED BUDGET 2022/2023	REF#
001-519-00-4906	GEOGRAPHIC INFORMATION SYSTEM INTERLOC	2,300	-	-	-	2,300	
001-519-00-4910	LEGAL ADVERTISING	7,500	-	-	-	7,500	
001-519-00-5200	OFFICE & OPERATING SUPPLIES	15,000	-	(5,000)	4,420	14,420	(A)
001-519-00-5400	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	1,200	-	-	-	1,200	
001-519-00-8300	CONTRIBUTIONS & DONATIONS	3,000	-	-	-	3,000	
001-519-00-8310	NEIGHBORHOOD GRANT PROGRAM	60,000	-	-	-	60,000	
	<b>Total General Government</b>	<b>3,487,736</b>	<b>1,483,175</b>	<b>78,718</b>	<b>8,020</b>	<b>5,057,649</b>	
001-521-00-1200	REGULAR SALARIES & WAGES	1,523,852	-	-	-	1,523,852	
001-521-00-1210	REGULAR SALARIES & WAGES - CROSSING GUARD	59,400	-	(17,400)	-	42,000	
001-521-00-1215	HOLIDAY PAY	30,000	-	17,000	-	47,000	
001-521-00-1220	LONGEVITY PAY	6,000	-	-	-	6,000	
001-521-00-1400	OVERTIME PAY	20,000	-	14,000	-	34,000	
001-521-00-1500	INCENTIVE PAY	18,500	-	-	-	18,500	
001-521-00-1505	POLICE OFF-DUTY DETAIL PAY	0	99,196	43,715	10,793	153,704	(C)
001-521-00-1506	POLICE LAKE CONWAY MARINE PATROL PAY	33,600	-	-	-	33,600	
001-521-00-1520	SPECIAL ASSIGNMENT PAY	12,700	-	-	-	12,700	
001-521-00-1530	BILINGUAL PAY	3,900	-	-	-	3,900	
001-521-00-2100	FICA/MEDICARE TAXES	130,658	7,588	5,716	898	144,860	(C)
001-521-00-2200	RETIREMENT CONTRIBUTIONS	278,754	-	-	-	278,754	
001-521-00-2300	HEALTH INSURANCE	345,000	-	(35,000)	-	310,000	
001-521-00-2310	DENTAL & VISION INSURANCE	12,000	-	(2,200)	-	9,800	
001-521-00-2320	LIFE INSURANCE	7,400	-	(500)	-	6,900	
001-521-00-2330	DISABILITY INSURANCE	22,000	-	(2,000)	-	20,000	
001-521-00-3100	TECHNOLOGY SUPPORT/SERVICES	61,000	-	18,000	76,770	155,770	(A)
001-521-00-3110	LEGAL SERVICES	8,000	-	-	-	8,000	
001-521-00-3120	NEW HIRE EXPENSES	3,000	-	-	-	3,000	
001-521-00-3405	RED LIGHT CAMERA FEES	336,000	-	(66,000)	-	270,000	
001-521-00-3406	LICENSE PLATE READERS/VIDEO MONITORING	70,000	-	(70,000)	-	0	
001-521-00-3407	LICENSE PLATE READER CONSTRUCTION/INSTL	100,000	-	(35,450)	-	64,550	
001-521-00-3410	JANITORIAL SERVICES	3,000	-	-	-	3,000	
001-521-00-4000	TRAVEL & PER DIEM	5,000	-	-	-	5,000	
001-521-00-4100	COMMUNICATIONS SERVICES	28,000	-	-	-	28,000	
001-521-00-4110	DISPATCH SERVICE	73,000	-	-	-	73,000	
001-521-00-4200	POSTAGE & FREIGHT	2,000	-	-	-	2,000	
001-521-00-4300	UTILITY/ELECTRIC/WATER	5,000	-	-	-	5,000	
001-521-00-4410	RENTALS & LEASES - VEHICLES	200,000	-	-	-	200,000	
001-521-00-4600	REPAIRS & MAINTENANCE - GENERAL	3,500	-	-	-	3,500	
001-521-00-4610	REPAIRS & MAINTENANCE - VEHICLES	10,000	-	-	-	10,000	
001-521-00-4620	REPAIRS & MAINTENANCE - RADAR GUNS	4,500	-	-	-	4,500	
001-521-00-4700	PRINTING & BINDING	3,500	-	-	-	3,500	
001-521-00-4800	COMMUNITY PROMOTIONS	3,000	-	-	-	3,000	
001-521-00-4900	OTHER CURRENT CHARGES	3,000	-	-	-	3,000	
001-521-00-4910	LEGAL ADVERTISING	1,000	-	-	-	1,000	
001-521-00-4920	MARINE EXPENSES	8,000	-	-	-	8,000	
001-521-00-5100	OFFICE SUPPLIES	4,000	-	-	-	4,000	
001-521-00-5200	OPERATING SUPPLIES	6,000	-	-	-	6,000	
001-521-00-5205	COMPUTER AND SOFTWARE	25,710	-	67,625	6,495	99,830	(A)
001-521-00-5210	UNIFORMS	12,000	-	-	-	12,000	
001-521-00-5230	FUEL EXPENSE	60,000	-	25,000	-	85,000	
001-521-00-5240	COLLEGE TUITION REIMBURSEMENT	10,800	-	-	-	10,800	
001-521-00-5245	RADIOS	17,000	-	(16,000)	-	1,000	
001-521-00-5250	POLICE NON-CAPITAL EQUIPMENT	15,200	40,000	51,800	4,480	111,480	(H)
001-521-00-5400	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	1,500	-	-	-	1,500	
001-521-00-5500	TRAINING - POLICE	5,000	-	4,995	-	9,995	
001-521-00-6400	CAPITAL - EQUIPMENT	10,000	(10,000)	19,090	-	19,090	
001-521-00-6418	CAPITAL - VESSELS	0	23,674	-	-	23,674	
	<b>Total Police</b>	<b>3,601,474</b>	<b>160,458</b>	<b>22,391</b>	<b>99,436</b>	<b>3,883,759</b>	
001-541-00-1200	REGULAR SALARIES & WAGES	185,399	-	-	-	185,399	
001-541-00-1400	OVERTIME PAY	500	-	-	-	500	
001-541-00-2100	FICA/MEDICARE TAXES	14,221	-	-	-	14,221	
001-541-00-2200	RETIREMENT CONTRIBUTIONS	29,664	-	-	-	29,664	
001-541-00-2300	HEALTH INSURANCE	49,000	-	-	-	49,000	
001-541-00-2310	DENTAL & VISION INSURANCE	1,300	-	-	-	1,300	
001-541-00-2320	LIFE INSURANCE	900	-	-	-	900	
001-541-00-2330	DISABILITY INSURANCE	2,900	-	-	-	2,900	
001-541-00-3100	PROFESSIONAL SERVICES	500	-	-	-	500	



ATTACHMENT A  
CITY OF BELLE ISLE  
FY 2022-2023  
BUDGET AMENDMENT #3  
RESOLUTION# 23-17

a.

Account Id	Account Description	ORIGINAL BUDGET 2022/2023	RESOLUTION# 23-03 BA#1	RESOLUTION# 23-14 BA#2	RESOLUTION# 23-17 BA#3	AMENDED BUDGET 2022/2023	REF#
001-541-00-3150	INFORMATION TECHNOLOGY EXPENSE	3,600	-	4,400	-	8,000	
001-541-00-3400	CONTRACTUAL SERVICES	11,000	-	-	-	11,000	
001-541-00-3420	LANDSCAPING SERVICES	78,000	-	(37,000)	-	41,000	
001-541-00-4000	TRAVEL & PER DIEM	1,000	-	-	-	1,000	
001-541-00-4100	COMMUNICATIONS	3,000	-	2,500	-	5,500	
001-541-00-4300	UTILITY/ELECTRIC/WATER	120,000	-	-	-	120,000	
001-541-00-4410	RENTALS & LEASES - VEHICLES	82,000	-	(37,000)	-	45,000	
001-541-00-4420	RENTALS & LEASES - EQUIPMENT	5,000	-	-	-	5,000	
001-541-00-4600	REPAIRS & MAINTENANCE - GENERAL	22,000	-	(12,000)	-	10,000	
001-541-00-4610	REPAIRS & MAINTENANCE - VEHICLES & EQUIP	10,000	17,626	-	-	27,626	
001-541-00-4670	REPAIRS & MAINTENANCE - PARKS	42,000	-	-	-	42,000	
001-541-00-4675	REPAIRS & MAINTENANCE - BOAT RAMPS	3,500	-	-	-	3,500	
001-541-00-4680	REPAIRS & MAINTENANCE - ROADS	30,000	-	-	-	30,000	
001-541-00-4690	URBAN FORESTRY	105,000	-	-	-	105,000	
001-541-00-5200	OPERATING SUPPLIES	7,500	-	-	-	7,500	
001-541-00-5210	UNIFORMS	2,500	-	-	-	2,500	
001-541-00-5220	PROTECTIVE CLOTHING	1,500	-	-	-	1,500	
001-541-00-5230	FUEL EXPENSE	6,000	-	3,000	-	9,000	
001-541-00-5240	SMALL TOOLS & EQUIPMENT	5,000	-	2,433	5,196	12,629	(A)
001-541-00-5400	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	1,500	-	-	-	1,500	
001-541-00-5500	TRAINING	2,500	-	-	-	2,500	
001-541-00-6200	CIP - BUILDINGS	40,000	(40,000)	22,680	11,687	34,367	(A)
001-541-00-6320	CIP - RESURFACING & CURBING	453,000	-	(422,000)	-	31,000	
001-541-00-6330	CIP - SIDEWALKS	500,000	-	(248,788)	65,150	316,362	(A)
001-541-00-6335	CIP - NELA BRIDGE REPAIRS	0	-	6,905	-	6,905	
001-541-00-6375	CIP - FENCING	0	-	-	-	0	
001-541-00-6380	CIP - PARK IMPROVEMENTS	97,000	-	(52,000)	-	45,000	
001-541-00-6385	CIP - CLOCK TOWER	28,700	-	1,196	-	29,896	
001-541-00-6420	CIP - TRAFFIC CALMING	0	-	-	-	0	
001-541-00-6430	CAPITAL - EQUIPMENT	0	14,633	18,328	-	32,961	
	<b>Total Public Works</b>	<b>1,945,684</b>	<b>(7,741)</b>	<b>(747,346)</b>	<b>82,033</b>	<b>1,272,630</b>	
001-584-00-7100	PAYMENT ON BOND - PRINCIPAL	204,000	-	-	-	204,000	
001-584-00-7200	BOND DEBT - INTEREST	58,000	-	-	-	58,000	
	<b>Total Debt Service</b>	<b>262,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>262,000</b>	
<b>TOTAL EXPENDITURES</b>		<b>10,067,562</b>	<b>1,635,892</b>	<b>(668,237)</b>	<b>189,489</b>	<b>11,224,706</b>	
001-581-00-9100	TRANSFER TO CAPITAL EQUIP REPL FUND 301	250,000	-	(250,000)	-	0	
<b>TOTAL TRANSFERS OUT</b>		<b>250,000</b>	<b>-</b>	<b>(250,000)</b>	<b>-</b>	<b>0</b>	
<b>ENDING FUND BALANCE</b>		<b>2,859,630</b>	<b>(1,488,895)</b>	<b>1,265,295</b>	<b>48,916</b>	<b>2,684,946</b>	
<b>TOTAL EXPENDITURES, Transfers Out, &amp; ENDING FUND BALANCE</b>		<b>13,177,192</b>	<b>146,997</b>	<b>347,058</b>	<b>238,405</b>	<b>13,909,652</b>	

**TRANSPORTATION IMPACT FEE FUND 102**

<b>BEGINNING FUND BALANCE</b>		<b>110,788</b>	<b>-</b>	<b>3,969</b>	<b>-</b>	<b>114,757</b>	
<b>REVENUES</b>							
102-324-310	IMPACT FEES - RESIDENTIAL - TRANSPORTATION	0	-	-	-	0	
102-361-100	INTEREST - TRANSPORTATION IMPACT	500	-	-	-	500	
<b>TOTAL REVENUES</b>		<b>500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>500</b>	

<b>Total BEGINNING FUND BALANCE, Revenues, &amp; TRANSFERS IN</b>		<b>111,288</b>	<b>-</b>	<b>3,969</b>	<b>-</b>	<b>115,257</b>	
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<b>EXPENDITURES</b>							
102-541-00-3100	PROFESSIONAL SERVICES	65,000	-	(65,000)	-	0	
102-541-00-6425	CIP - ROADWAY IMPROVEMENTS	0	-	-	-	0	
<b>TOTAL EXPENDITURES</b>		<b>65,000</b>	<b>-</b>	<b>(65,000)</b>	<b>-</b>	<b>0</b>	
<b>ENDING FUND BALANCE</b>		<b>46,288</b>	<b>-</b>	<b>68,969</b>	<b>-</b>	<b>115,257</b>	

<b>TOTAL EXPENDITURES, Transfers Out, &amp; ENDING FUND BALANCE</b>		<b>111,288</b>	<b>-</b>	<b>3,969</b>	<b>-</b>	<b>115,257</b>	
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**STORMWATER FUND 103**

<b>BEGINNING FUND BALANCE</b>		<b>678,228</b>	<b>-</b>	<b>(692,197)</b>	<b>-</b>	<b>-13,969</b>	
<b>REVENUES</b>							
103-331-100	FEMA REIMBURSEMENT - FEDERAL - FUND 103	0	-	-	-	0	
103-331-110	FEMA REIMBURSEMENT - STATE - FUND 103	0	-	-	-	0	
103-331-900	ARPA - CORONAVIRUS LOCAL FISCAL RECOVERY	0	-	26,606	38,935	65,541	(A)
103-334-360	STATE RESILIENCY GRANT	45,000	-	(45,000)	-	0	
103-343-900	SERVICE CHARGE - STORMWATER	425,344	-	-	-	425,344	

ATTACHMENT A  
CITY OF BELLE ISLE  
FY 2022-2023  
BUDGET AMENDMENT #3  
RESOLUTION# 23-17

a.

Account Id	Account Description	ORIGINAL BUDGET 2022/2023	RESOLUTION# 23-03 BA#1	RESOLUTION# 23-14 BA#2	RESOLUTION# 23-17 BA#3	AMENDED BUDGET 2022/2023	REF#
103-361-100	INTEREST - STORMWATER	500	-	-	-	500	
103-369-908	OC NAV BOARD REIMBURSEMENTS	98,125	-	(98,125)	-	0	
<b>TOTAL REVENUES</b>		<b>568,969</b>	<b>-</b>	<b>(116,519)</b>	<b>38,935</b>	<b>491,385</b>	
<b>Total BEGINNING FUND BALANCE, Revenues, &amp; TRANSFERS IN</b>		<b>1,247,197</b>	<b>-</b>	<b>(808,716)</b>	<b>38,935</b>	<b>477,416</b>	
<b>EXPENDITURES</b>							
103-541-00-1200	REGULAR SALARIES & WAGES	159,000	-	-	-	159,000	
103-541-00-2100	FICA/MEDICARE TAXES	12,164	-	-	-	12,164	
103-541-00-2200	RETIREMENT CONTRIBUTIONS	25,440	-	-	-	25,440	
103-541-00-2300	HEALTH INSURANCE	32,000	-	-	-	32,000	
103-541-00-2310	DENTAL & VISION INSURANCE	1,000	-	-	-	1,000	
103-541-00-2320	LIFE INSURANCE	750	-	-	-	750	
103-541-00-2330	DISABILITY INSURANCE	2,000	-	-	-	2,000	
103-541-00-3100	PROFESSIONAL SERVICES	75,000	-	(25,000)	(27,310)	22,690	( I )
103-541-00-3110	LEGAL SERVICES - STORMWATER FUND	3,000	-	(3,000)	-	0	
103-541-00-3120	ENGINEERING FEES	50,000	-	40,000	-	90,000	
103-541-00-3430	NPDES	15,000	-	(6,500)	-	8,500	
103-541-00-3450	LAKE CONSERVATION	25,000	-	(15,500)	-	9,500	
103-541-00-4600	REPAIRS & MAINTENANCE	75,000	25,000	150,000	38,936	288,936	( A )
103-541-00-4900	OTHER CURRENT CHARGES	500	14,760	(500)	-	14,760	
103-541-00-6300	CIP - CAPITAL IMPROVEMENTS	473,125	-	(313,125)	-	160,000	
103-541-00-6319	CIP - CAPITAL IMPROVEMENTS - ARPA	98,125	-	(98,125)	-	0	
103-541-00-7100	PRINCIPAL	0	-	-	-	0	
103-541-00-7200	INTEREST	0	-	-	-	0	
<b>TOTAL EXPENDITURES</b>		<b>1,047,104</b>	<b>39,760</b>	<b>(271,750)</b>	<b>11,626</b>	<b>826,740</b>	
103-581-00-9100	TRANSFER TO CAPITAL EQUIP REPL FUND 301	0	-	-	-	0	
<b>TOTAL TRANSFERS OUT</b>		<b>0</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>	
<b>ENDING FUND BALANCE</b>		<b>200,093</b>	<b>(39,760)</b>	<b>(536,966)</b>	<b>27,309</b>	<b>-349,324</b>	
<b>TOTAL EXPENDITURES, Transfers Out, &amp; ENDING FUND BALANCE</b>		<b>1,247,197</b>	<b>-</b>	<b>(808,716)</b>	<b>38,935</b>	<b>477,416</b>	

**LAW ENFORCEMENT EDUCATION FUND 104**

<b>BEGINNING FUND BALANCE</b>		<b>11,995</b>	<b>-</b>	<b>7,529</b>	<b>-</b>	<b>19,524</b>	
<b>REVENUES</b>							
104-351-200	JUDGEMENT & FINES - LE EDUCATION FUND	3,000	-	-	-	3,000	
104-361-100	INTEREST - EDUCATION FUND	500	-	-	-	500	
<b>TOTAL REVENUES</b>		<b>3,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,500</b>	
<b>Total BEGINNING FUND BALANCE, Revenues, &amp; TRANSFERS IN</b>		<b>15,495</b>	<b>-</b>	<b>7,529</b>	<b>-</b>	<b>23,024</b>	
<b>EXPENDITURES</b>							
104-521-00-5500	TRAINING	6,000	-	-	-	6,000	
<b>TOTAL EXPENDITURES</b>		<b>6,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,000</b>	
<b>ENDING FUND BALANCE</b>		<b>9,495</b>	<b>-</b>	<b>7,529</b>	<b>-</b>	<b>17,024</b>	
<b>TOTAL EXPENDITURES, Transfers Out, &amp; ENDING FUND BALANCE</b>		<b>15,495</b>	<b>-</b>	<b>7,529</b>	<b>-</b>	<b>23,024</b>	

**PARKS IMPACT FEE FUND 105**

<b>BEGINNING FUND BALANCE</b>		<b>0</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>	
<b>REVENUES</b>							
105-324-610	IMPACT FEES - RESIDENTIAL - PARKS	0	-	-	781	781	( D )
<b>TOTAL REVENUES</b>		<b>0</b>	<b>-</b>	<b>-</b>	<b>781</b>	<b>781</b>	
<b>Total BEGINNING FUND BALANCE, Revenues, &amp; TRANSFERS IN</b>		<b>0</b>	<b>-</b>	<b>-</b>	<b>781</b>	<b>781</b>	
<b>EXPENDITURES</b>							
	NONE	0	-	-	-	0	
<b>TOTAL EXPENDITURES</b>		<b>0</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>	
<b>ENDING FUND BALANCE</b>		<b>0</b>	<b>-</b>	<b>-</b>	<b>781</b>	<b>781</b>	<b>( D )</b>
<b>TOTAL EXPENDITURES, Transfers Out, &amp; ENDING FUND BALANCE</b>		<b>0</b>	<b>-</b>	<b>-</b>	<b>781</b>	<b>781</b>	

**GENERAL GOVERNMENT IMPACT FEE FUND 106**

ATTACHMENT A  
CITY OF BELLE ISLE  
FY 2022-2023  
BUDGET AMENDMENT #3  
RESOLUTION# 23-17

a.

Account Id	Account Description	ORIGINAL BUDGET 2022/2023	RESOLUTION# 23-03 BA#1	RESOLUTION# 23-14 BA#2	RESOLUTION# 23-17 BA#3	AMENDED BUDGET 2022/2023	REF#
<b>BEGINNING FUND BALANCE</b>		0	-	-	-	0	
<b>REVENUES</b>							
106-324-910	IMPACT FEES - RESIDENTIAL - GEN GOV FAC	0	-	-	1,023	1,023	( D )
<b>TOTAL REVENUES</b>		0	-	-	1,023	1,023	
<b>Total BEGINNING FUND BALANCE, Revenues, &amp; TRANSFERS IN</b>		0	-	-	1,023	1,023	
<b>EXPENDITURES</b>							
	NONE	0	-	-	-	0	
<b>TOTAL EXPENDITURES</b>		0	-	-	-	0	
<b>ENDING FUND BALANCE</b>		0	-	-	1,023	1,023	( D )
<b>TOTAL EXPENDITURES, Transfers Out, &amp; ENDING FUND BALANCE</b>		0	-	-	1,023	1,023	

**CHARTER SCHOOL DEBT SERVICE FUND 201**

<b>BEGINNING FUND BALANCE</b>		0	-	-	104,058	104,058	( E )
<b>REVENUES</b>							
	NONE	0	-	-	-	0	
<b>TOTAL REVENUES</b>		0	-	-	-	0	
<b>Total BEGINNING FUND BALANCE, Revenues, &amp; TRANSFERS IN</b>		0	-	-	104,058	104,058	
<b>EXPENDITURES</b>							
	NONE	0	-	-	-	0	
<b>TOTAL EXPENDITURES</b>		0	-	-	-	0	
201-569-00-9100	TRANSFER TO GENERAL FUND 001	0	-	-	104,058	104,058	( E )
<b>TOTAL TRANSFERS OUT</b>		0	-	-	104,058	104,058	
<b>ENDING FUND BALANCE</b>		0	-	-	-	0	
<b>TOTAL EXPENDITURES, Transfers Out, &amp; ENDING FUND BALANCE</b>		0	-	-	-	0	

**CAPITAL EQUIPMENT REPLACEMENT FUND 301**

<b>BEGINNING FUND BALANCE</b>		19,516	-	257	-	19,773	
<b>REVENUES</b>							
301-361-100	INTEREST - CAP EQUIP REPL FUND	500	-	-	-	500	
<b>TOTAL REVENUES</b>		500	-	-	-	500	
301-381-000	TRANSFER IN FROM GENERAL FUND 001	250,000	-	(250,000)	-	0	
301-381-103	TRANSFER FROM STORMWATER FUND 103	0	-	-	-	0	
<b>TOTAL TRANSFERS IN</b>		250,000	-	(250,000)	-	0	
<b>Total BEGINNING FUND BALANCE, Revenues, &amp; TRANSFERS IN</b>		270,016	-	(249,743)	-	20,273	
<b>EXPENDITURES</b>							
301-541-00-6430	CAPITAL - PUBLIC WORKS EQUIPMENT	50,000	-	(40,900)	-	9,100	
<b>TOTAL EXPENDITURES</b>		50,000	-	(40,900)	-	9,100	
<b>ENDING FUND BALANCE</b>		220,016	-	(208,843)	-	11,173	
<b>TOTAL EXPENDITURES, Transfers Out, &amp; ENDING FUND BALANCE</b>		270,016	-	(249,743)	-	20,273	

**CAPITAL REVENUE NOTE PROJECT FUND 303**

<b>BEGINNING FUND BALANCE</b>		442,101	-	(11,660)	-	430,441	
<b>REVENUES</b>							
	NONE	0	-	-	-	0	
<b>TOTAL REVENUES</b>		0	-	-	-	0	
<b>TOTAL TRANSFERS IN</b>		0	-	-	-	0	
<b>Total BEGINNING FUND BALANCE, Revenues, &amp; TRANSFERS IN</b>		442,101	-	(11,660)	-	430,441	
<b>EXPENDITURES</b>							
303-517-00-3100	PROFESSIONAL SERVICES - FUND 303	0	-	10,785	-	10,785	
303-517-00-61XX	CIP - LAND PURCHASE	442,101	-	(442,101)	-	0	
303-517-00-6300	CIP - STORMWATER PROJECTS	0	-	419,656	(419,656)	0	( F )
<b>TOTAL EXPENDITURES</b>		442,101	-	(11,660)	(419,656)	10,785	
<b>ENDING FUND BALANCE</b>		0	-	-	419,656	419,656	
<b>TOTAL EXPENDITURES, Transfers Out, &amp; ENDING FUND BALANCE</b>		442,101	-	(11,660)	-	430,441	

(A) Record rev/exp for ARPA expenditures (offsets)

ATTACHMENT A  
 CITY OF BELLE ISLE  
 FY 2022-2023  
 BUDGET AMENDMENT #3  
 RESOLUTION# 23-17

a.

Account Id	Account Description	ORIGINAL BUDGET 2022/2023	RESOLUTION# 23-03 BA#1	RESOLUTION# 23-14 BA#2	RESOLUTION# 23-17 BA#3	AMENDED BUDGET 2022/2023	REF#
	(B) Record rev/exp for increase in building permits (Expenditure amount is 80% of revenue)						
	(C) Record rev/exp for Police off-duty pay (offsets)						
	(D) Establish new impact fee funds and record revenue activity (Funds 105 and 106)						
	(E) Record FY 21/22 ending fund balance and transfer to Fund 001 to close out.						
	(F) Remove remaining bond proceed expenditures (Transfer to FY 23/24 budget)						
	(G) Reduce FY 22/23 cost for comp plan update (Transfer remainder to FY 23/24)						
	(H) Increase due to taser payment not budgeted						
	(I) Reduce FY 22/23 cost for stormwater utility rate study (Transfer remainder to FY 23/24)						

**FY 22/23 Budget Amendment #3 Explanations**

a.

**GENERAL FUND (001)**

Revenue

Account ID	Account Description	Amount	Explanation
001-322-000	Building Permits	57,000 increase	From 175,000 to 232,000 to adjust revenue to actuals. Offsets with building permit expenditures 001-519-00-3405 *Note: Expenditures equal 80% of revenue.
001-331-900	ARPA – Coronavirus Local Fiscal Recovery	169,714 increase	From 536,955 to 706,669 to recognize revenue for remaining ARPA expenditures completed in FY 22/23.
001-369-905	Police Off-Duty Detail Reimbursements	11,691 increase	From 153,786 to 165,477 to adjust revenue to final amount received. Revenue offsets expense in 001-521-00-1505 Police Off-Duty Pay and 001-521-00-2100 FICA/Medicare Taxes

Expenditures

Account ID	Account Description	Amount	Explanation
001-519-00-3400	Contractual Services	42,000 decrease	From 120,000 to 78,000 for comp plan expenses being less in FY 22/23. Remainder of contract (\$81,574.48) will roll forward to FY 23/24.
001-519-00-3405	Building Permits	45,600 increase	From 140,000 to 185,600 to reflect final expenditure amount for FY 22/23. Offsets with building permit revenue.
001-519-00-5200	Office & Operating Supplies	4,420 increase	From 10,000 to 14,420 for ARPA expenditures for new computers for City staff.
001-521-00-1505	Police Off-Duty Detail Pay	10,793 increase	From 142,911 to 153,770 to adjust to final actuals. Offsets with off-duty revenue.
001-521-00-2100	FICA/Medicare Taxes	898 increase	From 143,962 to 144,860 - Increase based on police off-duty pay – offsets with off-duty revenue.
001-521-00-3100	Technology Support/Services	76,770 increase	From 79,000 to 155,770 for ARPA expenditures for body worn cameras.
001-521-00-5205	Computer and Software	6,495 increase	From 93,335 to 99,830 for ARPA expenditures for computers for Police.
001-521-00-5250	Police Non-Capital Equipment	4,480 increase	From 107,000 to 111,480 for taser payment not budgeted that should have been paid in FY 21/22.
001-541-00-5240	Small Tools & Equipment	5,196 increase	From 7,433 to 12,629 for ARPA expenditures for lawn equipment (1,730) and computers (3,466).
001-541-00-6200	CIP – Buildings	11,687 increase	From 22,680 to 34,367 for ARPA expenditures for roll-up doors.
001-541-00-6330	CIP – Sidewalks	65,150 increase	From 251,212 to 316,362 for ARPA expenditures for sidewalks.

Account	Amount	Explanation
Ending Fund Balance	48,916 increase	Increase ending fund balance based on budget amendment activity.

**STORMWATER FUND (103)**

Revenue

Account ID	Account Description	Amount	Explanation
103-331-900	ARPA – Coronavirus Local Fiscal Recovery	38,935 increase	From 26,606 to 65,541 to record revenue for ARPA expenditures.

Expenditures

Account ID	Account Description	Amount	Explanation
103-541-00-3100	Professional Services	27,310 decrease	From 50,000 to 22,690 for stormwater utility rate study expenses being less in FY 22/23. Remainder of contract (\$26,678) will roll forward to FY 23/24.
103-541-00-4600	Repairs & Maintenance	38,936 increase	From 250,000 to 288,936 for ARPA expenditures for stormwater projects.

Account	Amount	Explanation
Ending Fund Balance	27,309 increase	From (376,633) to (349,324) based on budget amendment activity.

21

**PARKS IMPACT FEE FUND (105)**

Revenue

Account ID	Account Description	Amount	Explanation
105-324-610	Impact Fees – Residential – Parks	781 increase	From 0 to 781 to record revenue.

Account	Amount	Explanation
Ending Fund Balance	781 increase	From 0 to 781 based on budget amendment activity.

**GENERAL GOVERNMENT IMPACT FEE FUND (106)**

Revenue

Account ID	Account Description	Amount	Explanation
106-324-910	Impact Fees – Residential – Gen Gov Fac	1,023 increase	From 0 to 1,023 to record revenue.

Account	Amount	Explanation
Ending Fund Balance	1,023 increase	From 0 to 1,023 based on budget amendment activity.

**CHARTER DEBT SERVICE FUND (201)**

Account	Amount	Explanation
Beginning Fund Balance	104,058 increase	From 0 to 104,058 due to final ending balance for FY 21/22.

Expenditures / Transfers Out

Account ID	Account Description	Amount	Explanation
201-569-00-9100	Transfer to General Fund 001	104,058 increase	From 0 to 104,058 to record transfer of remaining fund balance to General Fund to close this fund.

**CAPITAL REVENUE NOTE PROJECT FUND (303)**

Expenditures

Account ID	Account Description	Amount	Explanation
303-517-00-6300	CIP – Stormwater Projects	419,656 decrease	From 419,656 to 0 to roll remaining bond proceeds to be used for stormwater projects to FY 23/24 (will be completed by 12/31/23).

Account	Amount	Explanation
Ending Fund Balance	419,656 increase	From 0 to 419,656 based on budget amendment activity.

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

b.

**Meeting Date:** November 21, 2023

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

**From:** Chief Grimm, Interim City Manager

**Subject:** NAV BOARD - Water Quality Projects with the City of Belle Isle

**Background:** The NAV Board (Tara Urbanik) reached out to the City and asked if the City would be in favor of Curb Inlet Baskets (CIB) being installed in the area near Montmart Dr & Alsace Ct subbasin and the Conway MSTU would fund the installation and future maintenance of the baskets.

A Feasibility Study for a proposed baffle box was previously underway at the Alsace Ct location (attachment). The initial findings of the feasibility study showed the water table in this area is too high for a potential baffle box, and our consultant now recommends Curb Inlet Baskets (CIB) in lieu of the baffle box (attachment status meeting agenda & handbill). The Conway Nav Board has requested Tara Urbanik research the potential installation of additional CIBs within the stormwater inlets near the Montmart Dr & Alsace Ct subbasin.

She found that the proposed baffle box would be sitting at a too-low elevation within the established stormwater pipes at this particular location. With the baffle box sitting too low, water from the lake would then surcharge and backflow into the pipe and saturate the vegetative debris captured in the baffle box, act like a tea bag and dissolve those nutrients back into the water, and not effectively filter out all the nutrients (that are now dissolved in the water) we are trying to capture. Please see page 2 of the attached. The baffle box structure would need to be above the lake elevation to be effective.

**Tara Urbanik**

Environmental Team Leader  
Orange County Environmental Protection Division  
Lake Management Program  
407-836-1545  
[tara.urbanik@ocfl.net](mailto:tara.urbanik@ocfl.net)

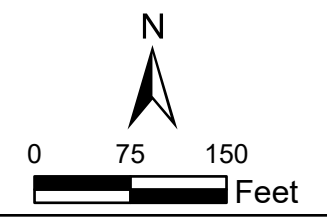
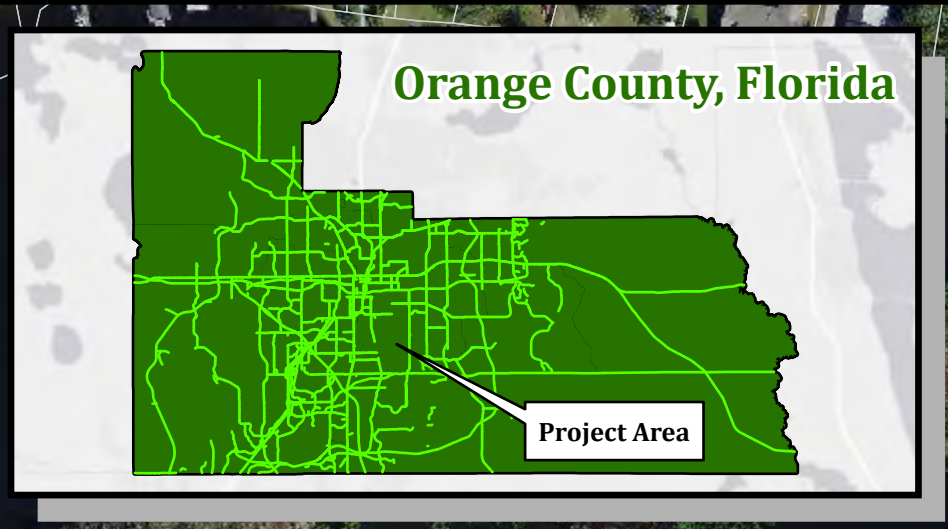
**Staff Recommendation:** Discuss

**Suggested Motion:** Council Consensus on the installation and Conway MSTU to fund the installation and future maintenance of the baskets.

**Alternatives:** Not sure

**Fiscal Impact:** Not available at this time

**Attachments:**



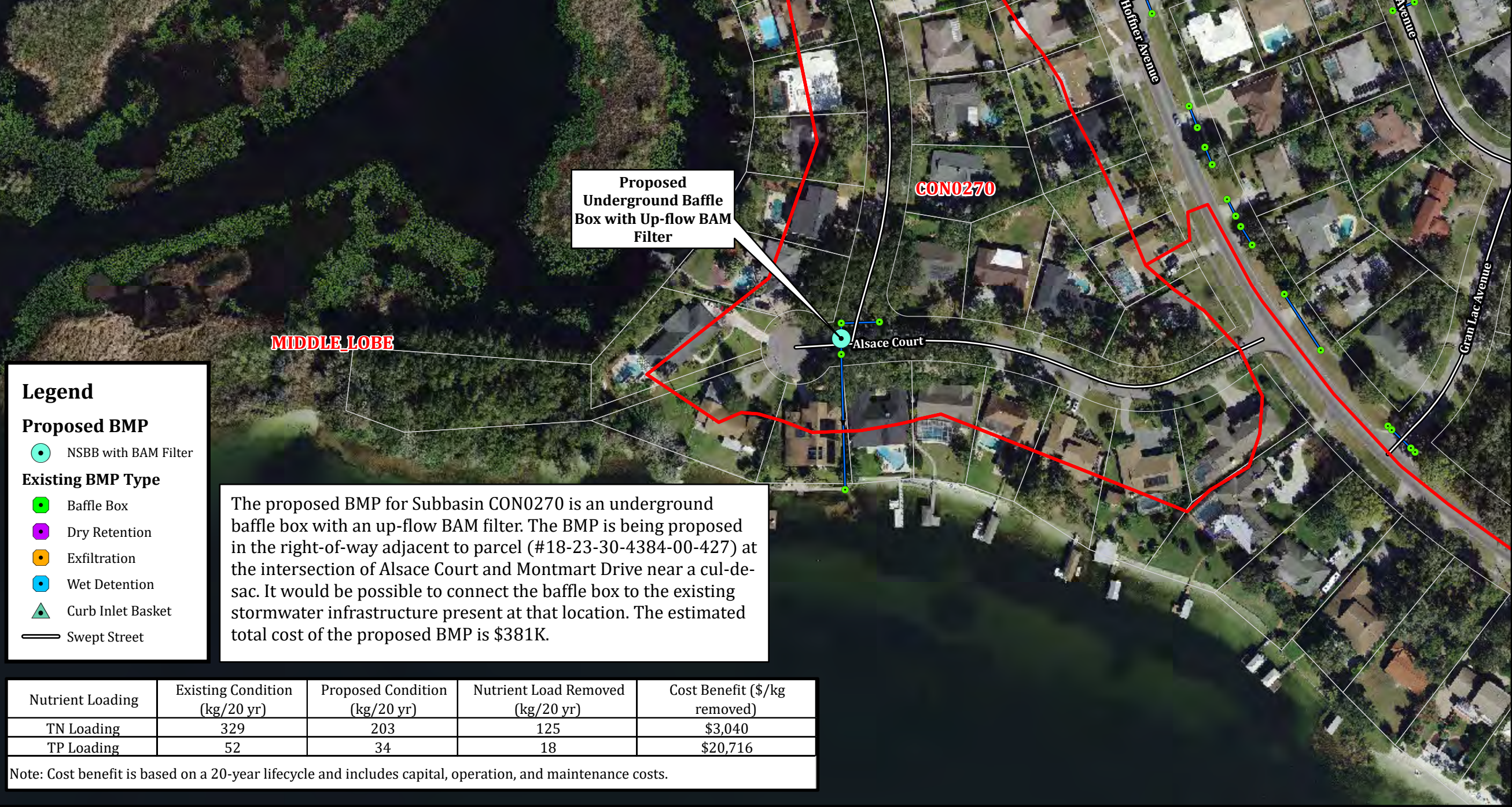
- Legend**
- Subbasins
  - Parcels
  - Drainage Structures**
  - Inlet/Outlet
  - Manhole
  - Control Structure
  - Stormwater Conveyance**
  - Conduit
  - Channel

Sources:  
 Aerial: Orange County, 2019  
 Roads: Orange County, 2015  
 Street Sweeping: Orange County, 2018  
 Curb Inlet Baskets: Orange County, 2016

Figure 8-5

**Subbasin CON0270 Improvement Alternative Map**

Lake Conway Stormwater Quality Management Master Plan



**Proposed Underground Baffle Box with Up-flow BAM Filter**

The proposed BMP for Subbasin CON0270 is an underground baffle box with an up-flow BAM filter. The BMP is being proposed in the right-of-way adjacent to parcel (#18-23-30-4384-00-427) at the intersection of Alsace Court and Montmart Drive near a cul-de-sac. It would be possible to connect the baffle box to the existing stormwater infrastructure present at that location. The estimated total cost of the proposed BMP is \$381K.

- Legend**
- Proposed BMP**
- NSBB with BAM Filter
- Existing BMP Type**
- Baffle Box
  - Dry Retention
  - Exfiltration
  - Wet Detention
  - ▲ Curb Inlet Basket
  - Swept Street

Nutrient Loading	Existing Condition (kg/20 yr)	Proposed Condition (kg/20 yr)	Nutrient Load Removed (kg/20 yr)	Cost Benefit (\$/kg removed)
TN Loading	329	203	125	\$3,040
TP Loading	52	34	18	\$20,716

Note: Cost benefit is based on a 20-year lifecycle and includes capital, operation, and maintenance costs.



## MEETING AGENDA

Date: 13 June, 2023

To: Meeting Attendees

From: Mike Hardin, PhD, PE, CFM; Nick Hartshorn, PE; Karli Mahoney, EI; –  
Geosyntec Consultants

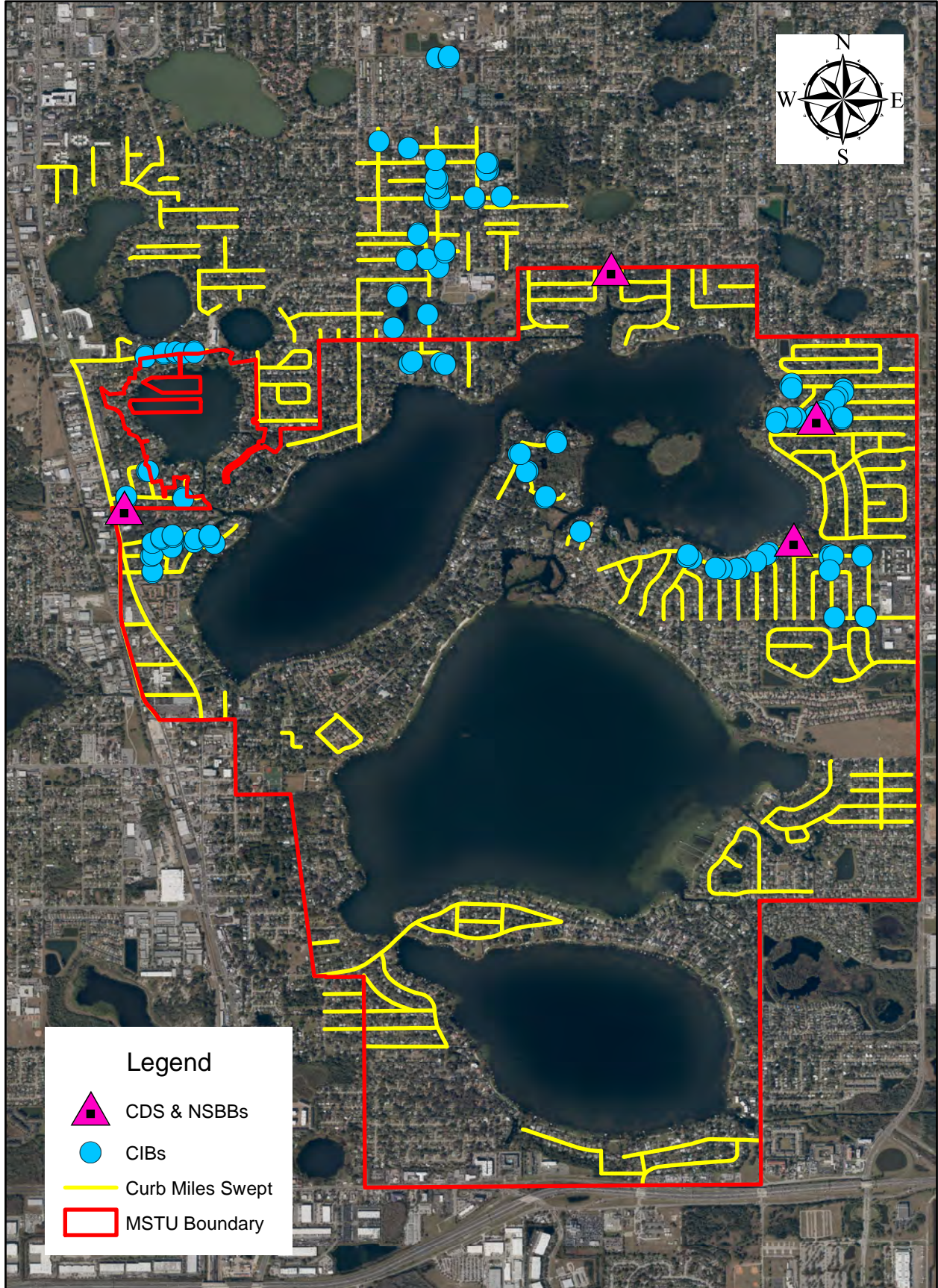
Subject: **Conway Projects Status Meeting – Feasibility Study and Design Services – Orange County, Florida**

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- **Meeting Introductions**
  - **Project Team**
    - **Geosyntec Consultants, Inc.**
  - **Orange County**
- **Projects Overview**
  - **Subbasin CON0460**
    - Status: Existing conditions model complete excluding the addition of the proposed construction located north of project location.
    - Original concept: Upflow filter using bio-sorption activated media (BAM).
    - Concept evaluation: Based on the proposed construction located to the north, the upflow filter would be in conflict and an alternative location will need to be evaluated.
    - Proposed concept: Relocate the upflow filter to a new location.
    - Additional scope will be required to evaluate a new location for the upflow filter.
  - **Subbasin CON0290**
    - Status: Existing conditions model complete, beginning stages of proposed conditions evaluation.
    - Original concept: Baffle box with an upflow media filter.
    - Concept evaluation: Original project location has been deemed unsuitable due to anticipated tailwater conditions at Lake Conway.
    - Proposed concept: Relocate the system further upstream in the ditch located north of McCoy Road before the entrance to the channel.
    - Additional topographic survey will be required at the new location.
    - Additional ecological assessment may be necessary at the new location.

- **Subbasin CON0270**
  - Status: Existing conditions model complete, beginning stages of proposed conditions evaluation.
  - Original concept: Baffle box with an upflow media filter.
  - Concept evaluation: Original concept of baffle box with an upflow media filter was deemed unsuitable due to tailwater conditions at Lake Conway.
  - Proposed concept: Install inlet baskets at the three inlets located in the project area instead.
- **Schedule**
- **Question and Answer**

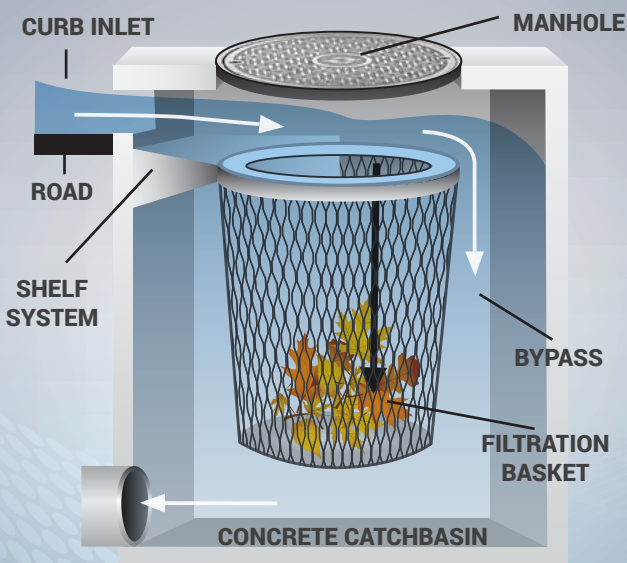
# Lake Conway MSTU BMPs



# Best Management Practices for Your Lake

b.

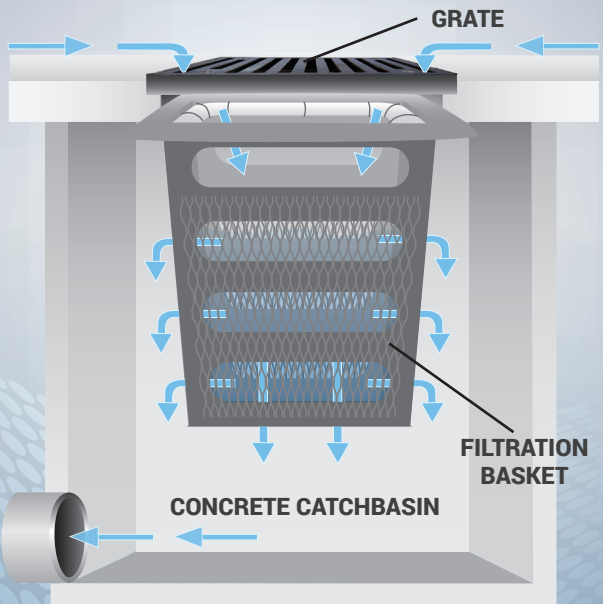
## Curb Inlet Baskets



Curb inlet baskets (CIBs) help capture debris — such as dirt, leaves and trash — before it enters our lakes. If not captured, the debris can transport harmful chemicals into lakes and contribute to algal blooms caused by nutrient overloading.

# Curb Inlet Basket (CIB) b.

- A CIB is a fiberglass device installed in storm drain inlets – it uses screens to capture debris.
- CIBs prevent more than 300,000 pounds of debris from entering lakes every year.
- CIBs are cleaned monthly using private contractors under the direction of the Environmental Protection Division.
- CIBs are designed to allow water to bypass the basket once it is full.
- Some baskets are maintained using funds from special taxing districts established by lakefront communities.



**CIBs are intended to filter stormwater only. Report dumping of oil, soaps, fertilizer, paint, grease, litter, yard waste or other contaminants.**

**Environmental Protection Division  
407-836-1400 [www.ocfl.net/epd](http://www.ocfl.net/epd)**



Printed on 100% post-consumer recycled/carbon plus paper produced with certified renewable energy.



# Belle Isle Police Department

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## Interoffice Memorandum:

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**TO:** Chief Travis Grimm *TR*  
**FROM:** Deputy Chief Jeremy Millis  
**DATE:** November 6, 2023  
**RE:** Surplus of old AEDs & Computers

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The Belle Isle Police Department purchased new AEDs for the police department and City Hall using ARPA funds. The department has six old AEDs that are no longer serviceable due to batteries not being available.

In addition to the AEDs, BIPD purchased new desk and laptop computers with ARPA funds. The department has nineteen old laptop computers and three desktop computers that are all outdated.

I am requesting we surplus the old AEDs and computers by destroying them, with city council approval. An itemized list of items is attached to this memorandum.

*\* Community First \**

# Itemized Surplus List

QTY	ITEM	DESCRIPTION	SERIAL #	REASON SURPLUSED
1	AED	Cardiac Science Defibrillator	M00000014576	No Available Parts
1	AED	Cardiac Science Defibrillator	M00000014286	No Available Parts
1	AED	Powerheart G3	4434138	No Available Parts
1	AED	Powerheart G3	4451758	No Available Parts
1	AED	Powerheart G3	4451732	No Available Parts
1	AED	Powerheart G3	4451739	No Available Parts
1	Desktop Hard Drive	Dell Opti Plex 5040	8TV25K2	Outdated
1	Desktop Hard Drive	Dell Opti Plex 5040	H2FJBB2	Outdated
1	Desktop Hard Drive	Gateway	DT6DDAA00522002D379200	Outdated
1	Laptop	Dell Latitude 5424	62YZSG2	Outdated / ARPA Replacement
1	Laptop	Dell Latitude 5424	84YZSG2	Outdated / ARPA Replacement
1	Laptop	Dell Latitude 5424	BG3QTG2	Outdated / ARPA Replacement
1	Laptop	Dell Latitude 5424	5QNNTG2	Outdated / ARPA Replacement
1	Laptop	Dell Latitude 5424	6H3QTG2	Outdated / ARPA Replacement
1	Laptop	Dell Latitude 5424	2IYZSG2	Outdated / ARPA Replacement
1	Laptop	Dell Latitude 5424	H4YZSG2	Outdated / ARPA Replacement
1	Laptop	Dell Latitude 5424	C1YZSG2	Outdated / ARPA Replacement
1	Laptop	Dell Latitude 5424	F2YZSG2	Outdated / ARPA Replacement
1	Laptop	Dell Latitude 5424	H2YZSG2	Outdated / ARPA Replacement
1	Laptop	Dell Latitude 5424	34YZSG2	Outdated / ARPA Replacement
1	Laptop	Dell Latitude 5424	8YXZSG2	Outdated / ARPA Replacement
1	Laptop	Dell Latitude 5424	4G3QTG2	Outdated / ARPA Replacement
1	Laptop	Dell Latitude 5424	30YZSG2	Outdated / ARPA Replacement
1	Laptop	Dell Latitude 5424	B0YZSG2	Outdated / ARPA Replacement
1	Laptop	Dell Latitude 5424	8ZXZSG2	Outdated / ARPA Replacement
1	Laptop	Dell Latitude 5424	73YZSG2	Outdated / ARPA Replacement
1	Laptop	Dell Latitude 5424	F0YZSG2	Outdated / ARPA Replacement
1	Laptop	Dell Latitude 5424	FG3QTG2	Outdated / ARPA Replacement

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

a.

**Meeting Date:** November 21, 2023

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

**From:** Chief Grimm, Interim City Manager

**Subject:** Public Works Sale of Surplus Property

**Background:** The Public Works Department has outdated and unusable items/equipment that include,

- 525 Hi-Speed Green Machine-Sidewalk Sweeper
- Hustler Super Z Zero Turn Mower
- Case 1300 Gas Powered Tamp
- X11 Pieces of 8x20 PVC Drainage Pipe
- X2 Clocks from Hoffner/Conway Tower (Verdin Company)

In accordance with Section 2-223, If the property has been determined to be surplus to be of some commercial value, but such value does not exceed \$100, 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:**

Because the items may have a greater value, staff is asking for Council direction on the disposal method to sell the surplus property.

**Suggested Motion:** Council discussion.

**Alternatives:** If the item is not sold or usable, it can be disposed of accordingly.

**Fiscal Impact:** Unknown.


**Attachments:** List of Items and backup documentation



## PUBLIC WORKS SURPLUS EQUIPMENT

- 525 HI-SPEED GREEN MACHINE (FROM APPLIED SWEEPERS)  
-SIDEWALK SWEEPER
  
- HUSTLER SUPER Z ZERO-TURN MOWER  
-60 INCH DECK
  
- VERDIN CLOCK WORKS LIMITED, HOFFNER CONWAY TOWER  
-CLOCK WORKS  
-CLOCK WORKS LIMITED
  
- CASE 1300 GAS-POWERED TAMP
  
- X11 PIECES OF 8-INCH BY 20 FT PVC DRAINAGE PIPE
  
- X2 CLOCKS FROM HOFFNER/CONWAY TOWER  
-MADE BY "THE VERDIN COMPANY"

### Capital/Fixed Asset Worksheet

	New Asset Acquisition	Asset Transfer (Dept. to Dept.)	Asset Disposal (IAW BIMC)
Asset Number (Assigned by Finance Department)			
Description	Green machine sidewalk sweeper		
Quantity	1		
Model Number	525		
Serial Number	041381		
Date Acquired	3-2-05		
Transfer Date			
From: (Department)			
To: (Department)			
Disposal Date			
Acquisition Cost	\$ 60,347 <sup>00</sup>		
Useful Life			
Asset Location/Department	Public Works		
Department Head Signature			
Manager Signature			

a.



Applied Sweepers LTD.  
Bankside Falkirk Scotland  
FK2 7XE Tel. 01324 611666



MODEL	525
CHASSIS	0410381
ENGINE	356411
C.I.N.	5
GVW	1988 kg
1 AXLE	1100 kg
2 AXLE	1100 kg

**CE**

GM263

35

a.



36

**CLARKE WASTE SYSTEMS, INC.**

2651 NW 48TH STREET  
 POMPANO BEACH, FL 33073  
 (954) 587-7380 / FAX (954) 587-3164

**INVOICE**

a.

INVOICE NUMBER: **119013**

INVOICE DATE: **1/31/05**

PAGE: **1**



**SOLD TO:**

City of Belle Isle  
 1600 Nela Avenue  
 Orlando, FL 32809

**Ship To:**

City of Belle Isle  
 1600 Nela Avenue  
 Orlando, FL 32809

CUSTOMER ID		CUSTOMER PO		PAYMENT TERMS	
BELLISLE		05-0001		Net 30 Days	
SALES ORDER NO.		SHIPPING METHOD		SHIP DATE	DUE DATE
E-11286		Delivered		1/18/05	3/2/05
QUANTITY	ITEM NUMBER	DESCRIPTION		UNIT PRICE	EXTENSION
1.00		Model 525HS Mini-Compact Suction Sweeper, s/n 0410381		60,100.00	60,100.00
4.00		Spare Brooms - p/n NB058		61.75	247.00
				<b>Subtotal</b>	<b>60,347.00</b>
				<b>Sales Tax</b>	
				<b>Total Invoice Amount</b>	<b>\$60,347.00</b>

**CITY OF BELLE ISLE**  
 1600 Nela Avenue  
 Orlando, FL 32809  
**PURCHASE ORDER REQUEST FORM**

PO#05-  
0001

Date	10/20/04
Vendor:	Clarke Waste Systems
Address:	2651 N W 48 <sup>th</sup> Street
City:	Pompano Beach
State Zip Code:	FL 33073
Telephone/FAX	

Account Number	Quantity	Description of Product or Service	Unit Price	Total Price
	1	Street Sweeper		\$60,100.
	4	Extra brushes	\$61.75	\$ 247.
<b>Total</b>	5			\$60,347.

Approvals:	<i>llr</i>	Date:
Department		Date:
Finance		Date:
City Manager	<i>[Signature]</i>	Date: 10/22

# Clarke Waste Systems, Inc.

2651 NW 48<sup>th</sup> Street  
Pompano Beach, Florida 33073  
(954) 587-7380  
Fax (954) 587-3164

## Motor Vehicle/Body Delivery Receipt

2-2-2005

Received from Pompano Beach branch of Clarke Waste Systems, Inc., the following:

New  Used

Make	Model	Year	Vehicle Identification Number	Body Ser.#	Mileage
<u>Applied</u>	<u>Sweepers</u>		<u>Model 525 HS</u>	<u>0410381</u>	<u>N/A</u>
			<u>Mini-Compact</u>		
			<u>Suction Sweeper</u>		

The undersigned Customer has inspected the vehicle(s) and has determined that the identification plates and/or markings on the vehicle(s) accurately identify the vehicle(s) to Customer's satisfaction and with respect to used vehicles, the Customer agrees that no warranty or representations as to title or model year have been made or offered by Clarke Waste Systems, Inc., or implied in law, and have not formed a basis of purchase by Customer.

Customer's Name City of Belle Isle

Signed by [Signature], Agent City Clerk

Manuals (Service/Parts) signed for by: \_\_\_\_\_

Show place of \_\_\_\_\_

Actual Physical \_\_\_\_\_

Delivery \_\_\_\_\_

# SALES ORDER ADVICE

Applied Sweepers  
Limited



a.

BANKSIDE, FALKIRK, SCOTLAND, FK2 7X  
TEL : 01324 611666 FAX : 01324 611886

ORDER No. : 3768

DELIVERY DATE : 1ST AVAILABLE

SALES PERSON : AS INC

CUSTOMER DETAILS

CUSTOMER : APPLIED SWEEPERS INC

ORDER No. : FAX

ORDER DATE : 11/11/2004

CONTACT : DEBBIE

PHONE :

CONTRACT HIRE

CONTRACT SERVICE

INVOICE ADDRESS

APPLIED SWEEPERS INC

MACHINE TYPE QTY

525 1

Trailers 0

FOR CLARKE WASTE SYSTEMS

COLOUR : Green

Colour Spec :

DELIVERY ADDRESS

CITY OF BELLE ISLE

1600 NELA AVE.

ORLANDO

FLORIDA 32809

USA

OPTIONS :

CCTV

RADIO/CD

MODEM

AIR CON

ROAD TAX

PRESSURE WASH

DEA

STREET WASH

CHASSIS ENGINE No. CHASSIS ENGINE No.

CHASSIS	ENGINE No.	CHASSIS	ENGINE No.

TRANSPORT :

UNLOADING FACILITY

SIGNATURE : \_\_\_\_\_ DATE : \_\_\_\_\_

PRINT NAME : \_\_\_\_\_

ANCILLARY ITEMS

- 1 x DUSTBAG
- 1 x ROLL OF PLASTIC SACKS
- OPERATOR MANUAL
- PARTS LIST
- MAINTENANCE SCHEDULE
- KUBOTA MANUAL

ADDITIONAL INFORMATION  
ALSO SEND 4 ADDITIONAL POLYPROPYLENE BRUSHES. SHIP MACHINE DIRECT TO CUSTOMER.  
CONTACT STEVEN CLARK, (954) 587 7380.



2

OLD DOMINION FREIGHT LINE, INC. (ODFL)  
P.O. BOX 60908 - CHARLOTTE, N.C. 28260  
(336) 889-5000



a.

Dest Trm	Orig Trm	Shipper B/L Number	Purchase Ord No	Type	Copy
ORL	MIA	4121M7372004	NS		

CUSTOMER COPY

D Car Cd	D Car Rev	ODFL Rev	D Car W/B No	Bill to Cd	Trl No	W/B Date	Waybill Number
					790408	1/17/05	0560444935

CITY OF BELLE ISIE  
1600 NETA AVENUE  
ORLANDO FL 32809

ECONOCARIBE CONSOLIDATORS  
2401 NORTHWEST 69TH STREET  
MIAMI FL 33147

Page No  
1  
Sec 7 SH  
P/C C/O  
P  
B/C R/  
ISH

D Car Cd	D Car Rev	ODFL Rev	Ack No

Waybill Number	O/Agf	D/Agf	Master Bill No
05604449354			

Pieces	HW	Description	CLASS	Weight	AS Weight	Rate	Prepaid	Collect
1		HANDLING UNITS: 1 UNITS OF TYPE CRT SUCTION SWEEPER QUOTE MY REF 04121M7372004 MIA 05333 ODFL ORL PHONE (407)-292-1925 ODFL ORL TOLL-FREE (800)-368-1925 LOAD# NS		150	4409			

1		5602822			4409		C.O.D.	
---	--	---------	--	--	------	--	--------	--

RECEIVED IN GOOD CONDITION EXCEPT AS NOTED

By: *James Goff*

Company: *P/S 3 TIME*

Date:

Exceptions: *1 CRT.*

Driver: *[Signature]* 01-18-05

Total Prepaid Total Coll

CASH  CHK  CHG

Pcs. Del'd

Date Del'd

ODFL DELIVERY RECEIPT

Seal # (if Applc)

**Exhibit B**

**Acceptance Certificate**

Banc of America Leasing & Capital, LLC  
2059 Northlake Parkway, 4th Floor  
Tucker, Georgia 30084

Re: Schedule of Property No. 001, dated November 8, 2004, to Master Equipment Lease/Purchase Agreement, dated as of October 18, 2004, between Banc of America Leasing & Capital, LLC, as Lessor, and City of Belle Isle, as Lessee.

Ladies and Gentlemen:

In accordance with the Master Equipment Lease/Purchase Agreement (the "Agreement"), the undersigned Lessee hereby certifies and represents to, and agrees with Lessor as follows:

1. All of the Equipment (as such term is defined in the Agreement) listed in the above-referenced Schedule of Property (the "Schedule") has been delivered, installed and accepted on the date hereof.
2. Lessee has conducted such inspection and/or testing of the Equipment listed in the Schedule as it deems necessary and appropriate and hereby acknowledges that it accepts the Equipment for all purposes.
3. Lessee is currently maintaining the insurance coverage required by Section 7.02 of the Agreement.
4. No event or condition that constitutes, or with notice or lapse of time, or both, would constitute, an Event of Default (as defined in the Agreement) exists at the date hereof.

Date: March 2, 2005

Lessee  
City of Belle Isle

By:   
Title: City Manager

[Seal]

**DISBURSEMENT REQUEST NO. 001**

**(Schedule No. 001)**

**Re: Master Equipment Lease/Purchase Agreement dated as of October 18, 2004, 2004  
by and between Banc of America Leasing & Capital, LLC, as Lessor and  
City of Belle Isle, as Lessee (the "Lease")**

In accordance with the terms of the Acquisition Fund Agreement, dated as of October 18, 2004, 2004 (the "Acquisition Fund Agreement") by and among Banc of America Leasing & Capital, LLC ("Lessor"), City of Belle Isle ("Lessee") and Bank of America, N.A., (the "Acquisition Fund Custodian"), the undersigned hereby requests the Acquisition Fund Custodian pay the following persons the following amounts from the Acquisition Fund created under the Acquisition Fund Agreement (the "Acquisition Fund") for the following purposes.

Payee's Name and Address	Invoice Number	Dollar Amount	Purpose
Clark Waste Systems, Inc. 2651 NW 48 <sup>th</sup> Street Pompano Beach, FL 33073  (via check)	119013	\$60,347.00	Sweeper to be used by the city.

The undersigned hereby certifies as follows:

(i) An obligation in the stated amount has been incurred by Lessee, and the same is a proper charge against the Acquisition Fund for costs relating to the Equipment identified in the Lease, and has not been paid. Attached hereto is the original invoice with respect to such obligation.

(ii) The undersigned, as Authorized Representative, has no notice of any vendor's, mechanic's or other liens or rights to liens, chattel mortgages, conditional sales contracts or security interest which should be satisfied or discharged before such payment is made.

(iii) This requisition contains no item representing payment on account, or any retained percentages which Lessee is, at the date hereof, entitled to retain.

(iv) The Equipment is insured in accordance with the Lease.

(v) No Event of Default, and no event which with notice or lapse of time, or both, would become an Event of Default, under the Lease has occurred and is continuing at the date hereof.

(vi) The disbursement shall occur during the Acquisition Period set forth in the Schedule applicable to such Equipment.

(vii) No material adverse change in Lessee's or any guarantor's financial condition shall have occurred since the date of the Lease.

Dated: March 2, 2005

**City of Belle Isle**  
as Lessee under the Lease

By:   
Authorized Representative

Disbursement of funds from the Acquisition Fund in accordance with the foregoing Disbursement Request hereby is authorized

**Banc of America Leasing & Capital, LLC**  
as Lessor under the Lease

By: \_\_\_\_\_  
Title: Vice President


---

Range of Dates: First to 07/26/23

---

P.O. No.	Order Date	Description	P.O. Total	Void Total	Status
16-00231	11/03/15	S/W SWEEPER HOPPER GASKET	42.15	0.00	CLOSED
16-00793	05/25/16	SIDEWALK SWEEPER REPAIRS	649.56	0.00	CLOSED
17-00339	12/27/16	SIDEWALK SWEEPER BROOMS	156.80	0.00	CLOSED
17-00426	01/25/17	SIDEWALK SWEEPER REPAIR	402.71	0.00	CLOSED
17-00475	02/15/17	REPAIRS TO SIDEWALK SWEEPER	758.97	0.00	CLOSED
18-00690	03/28/18	REPAIR SIDEWALK SWEEPER	1,055.68	0.00	CLOSED
20-00213	11/15/19	DIAPHRAGM FOR GREEN MACHINE	254.70	0.00	CLOSED
20-00959	07/13/20	STREET SWEEPER REPAIRS	9,035.64	0.00	CLOSED
21000280	11/30/20	PW GREEN MACHINE REPAIRS	2,132.50	0.00	CLOSED
		Grand Total:	14,488.71	0.00	

### Capital/Fixed Asset Worksheet

	New Asset Acquisition	Asset Transfer (Dept. to Dept.)	Asset Disposal (IAW BIMC)
Asset Number (Assigned by Finance Department)			
Description	Huster SuperZ mower		
Quantity	1		
Model Number	06		
Serial Number			
Date Acquired			
Transfer Date			
From: (Department)			
To: (Department)			
Disposal Date			
Acquisition Cost			
Useful Life			
Asset Location/Department	Public Works		
Department Head Signature			
Manager Signature			

a.



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a.






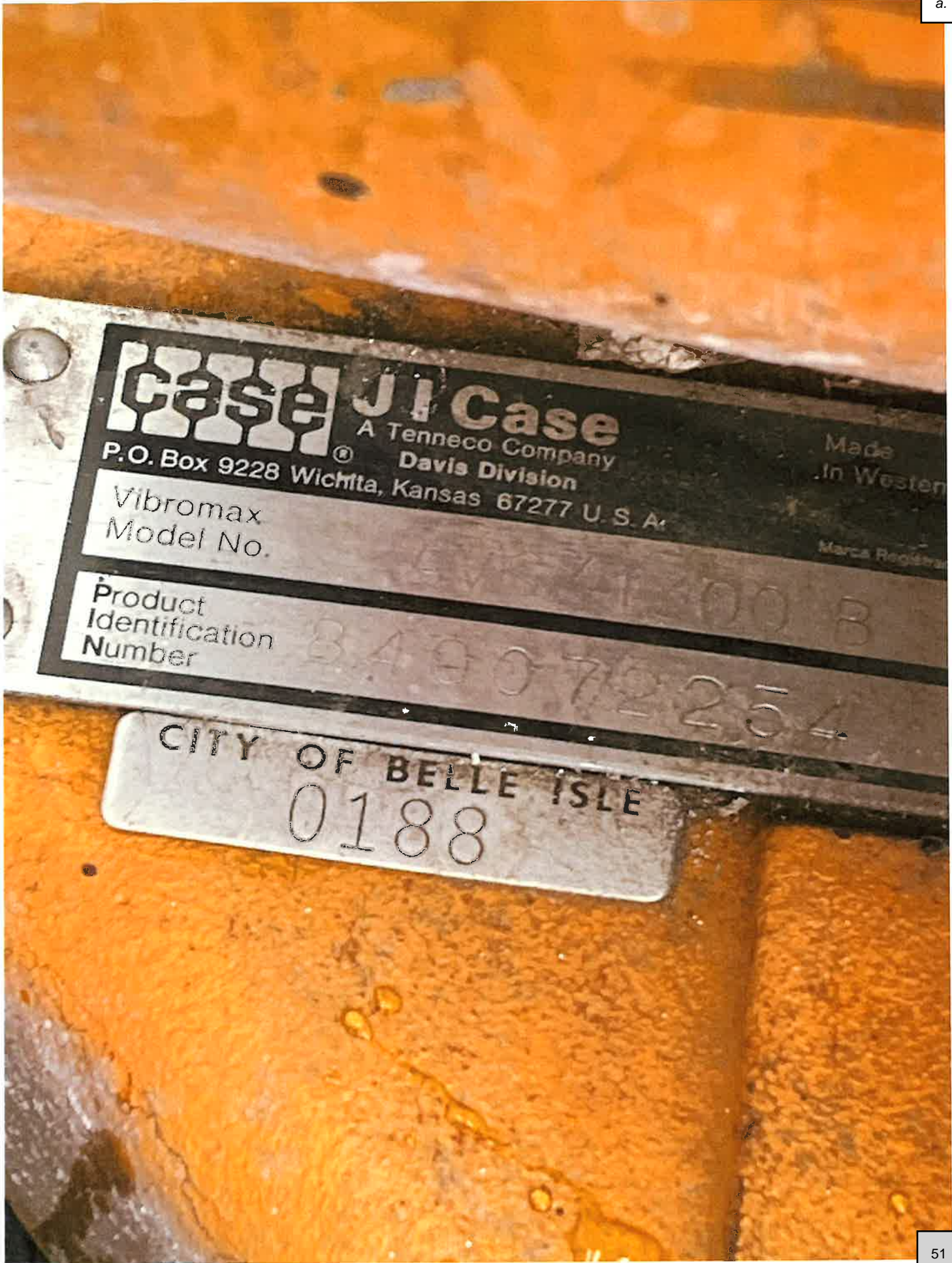
a.



### Capital/Fixed Asset Worksheet

	New Asset Acquisition	Asset Transfer (Dept. to Dept.)	Asset Disposal (IAW BIMC)
Asset Number (Assigned by Finance Department)			
Description	Plate Compactor		
Quantity	1		
Model Number	AVS /1300B		
Serial Number	840072254		
Date Acquired			
Transfer Date			
From: (Department)			
To: (Department)			
Disposal Date			
Acquisition Cost			
Useful Life			
Asset Location/Department	Public Works		
Department Head Signature			
Manager Signature			

a.



**Case IH Case**  
 A Tenneco Company  
 Davis Division  
 P.O. Box 9228 Wichita, Kansas 67277 U.S.A.  
 Made In Western  
 Marca Registrada

Vibromax  
 Model No.

Product  
 Identification  
 Number

349072254

CITY OF BELLE ISLE  
 0188

51

a.



52

### Capital/Fixed Asset Worksheet


	New Asset Acquisition	Asset Transfer (Dept. to Dept.)	Asset Disposal (IAW BIMC)
Asset Number (Assigned by Finance Department)			
Description	10 PVC Pipe		
Quantity	1		
Model Number	N/A		
Serial Number	N/A		
Date Acquired	?		
Transfer Date			
From: (Department)			
To: (Department)			
Disposal Date			
Acquisition Cost			
Useful Life			
Asset Location/Department	Public Works		
Department Head Signature	P		
Manager Signature			

a.



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### Capital/Fixed Asset Worksheet

	New Asset Acquisition	Asset Transfer (Dept. to Dept.)	Asset Disposal (IAW BIMC)
Asset Number (Assigned by Finance Department)			
Description	Tower Clocks Shell Only		
Quantity	2		
Model Number			
Serial Number			
Date Acquired			
Transfer Date			
From: (Department)			
To: (Department)			
Disposal Date			
Acquisition Cost			
Useful Life			
Asset Location/Department	Public Works		
Department Head Signature			
Manager Signature			

a.



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