



# city council agenda

**Agenda**  
**October 15, 2019 \* 6:30 PM**  
**City Council Meeting**  
**City Hall Chambers 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](http://cityofbelleislefl.org).

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

### 2. Invocation and Pledge to Flag - Commissioner Sims, District 4

### 3. Public Hearing

- [a.](#) Contest Ticket # 01977 – Maria Madrid

### 4. Consent Items

These items are considered routine and/or have been previously discussed by the Council. They will be adopted by one motion unless a Council member requests, before the vote on the motion, to have an item removed from the consent agenda and considered separately. If any item was removed from the Consent Agenda, it will be considered immediately following approval of the remainder of the Consent Agenda.

- [a.](#) Approval of the City Council meeting minutes August 20, 2019
- [b.](#) Approval of the City Council meeting minutes September 12, 2019
- [c.](#) Approval of the City Council meeting minutes September 25, 2019
- [d.](#) RESOLUTION 19-18 - A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA, CREATING A CITY BUDGET ADVISORY COMMITTEE
- [e.](#) Monthly Reports: Code Enforcement, Fire, NAV Board, Marine Patrol and PD

### 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.](#) Report on Wallace Field Purchase in 2016

### 7. New Business

- [a.](#) Discussion and Approval of the Credit Card Policy
- [b.](#) Discussion and Approval of the Travel Policy
- [c.](#) Discussion and Approval of the Capital/Fixed Assets Policy
- [d.](#) Discussion and Approval of the Investment Policy
- [e.](#) Approval of Officer's Certificate relating to 2012 Bond Issue
- [f.](#) Approval of Vote Processing Equipment and Elections Services Contract for 2020 Municipal Election and Vote By Mail Postage

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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 158

8. Attorney's Report

9. City Manager's Report

- [a.](#) Issues Log
- b. Chief's Report
- [c.](#) Google vs Microsoft (15 minutes)
- [d.](#) Approval of Special Events Committee appointment Kathy McCoy

10. Mayor's Report

11. Council Report

12. Adjournment

- [a.](#) Monthly Reports: Finance attachment



## Maria Madrid

1 message

**Maria Madrid** <madrid102195@gmail.com>  
To: hpeacock@belleislefl.gov

Fri, Aug 9, 2019 at 8:20 AM

Hello, my name is Maria Madrid. I received a ticket in a location that doesn't have no parking zone sign. I apologize for parking in front of my home. But, At that time being I was new to the area and recently moved. My licenses had my old address [1387 Sawdust Trl Kissimmee Florida 32824](#). I did not know the regulations and rules during that time. I park there because I notice everyone parking in front of everyone property with no problems. Thank you for the understanding and have a wonderful day.

Please see pictures of where I parked and my license of my current address.

I will be going on vacation from August 10/ 2019 to August 24/2019

If you need to reach me please call or email me at

(407)591-1971  
[Madrid102195@gmail.com](mailto:Madrid102195@gmail.com)

*José Cabrera  
(407) 744-5996  
LEAVING Sat 17  
to Columbia*

*Jermaine Marrero  
(836) 451-8300  
will be in town.  
After*

If you need to see me please understand I will be out of town and can be seen also ~~before~~ August 24th

Thank you

Best regards,

Maria Madrid



# ***Belle Isle Police Department***

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a.

1521 NELA AVENUE  
BELLE ISLE, FL 32809  
PHONE (407) 240-2473  
FAX (407) 850-1616

July 3, 2019

Maria Madrid Arismendi  
1387 Sawdust Trail  
Kissimmee, FL 34744

Tag Number: 753QLT  
Date: 2/17/2019  
Ticket: 1977  
Officer: GARGANO  
Fine: \$150.00  
Late Fee: \$10.00

*Final Warning  
Total \$160.00*

Dear Sir/Madam:

Attached is a copy of an unpaid City of Belle Isle parking violation issued to a vehicle registered in your name. In order to prevent further action on this matter, you may this fine by mail or in person at Belle Isle City Hall, 1600 Nela Avenue, Belle Isle, FL 32809.

If you feel this parking violation was issued in error or has already been paid, please feel free to contact the Belle Isle Police Department at 407-240-2473.

Thank you for your attention to this matter.

A handwritten signature in cursive script that reads "Laura Houston".

Laura Houston  
Chief of Police

Enc(s): Copy of Citation

*\* Community First \**



a.

**BELLE ISLE POLICE DEPARTMENT**

☐ CITY ORDINANCE VIOLATION

☒ PARKING VIOLATION

☐ SOLICITING VIOLATION

01977

5

DATE	2/17/19	TIME	3:42am
LOCATION	Parkway DR		
VEHICLE MAKE	Honda	MODEL	Accord
TAG NUMBER	753 QLT	FL	
NAME	MARIA MADRID ARISMENDI		
ADDRESS	1387 S Audust Trail		
PHONE NUMBER			
D.O.B			

VIOLATION OF CITY ORDINANCE NUMBER	30-71
DESCRIPTION:	Parked in no parking zone

FINE AMOUNT \$ 150

**FINES MUST BE PAID WITHIN 30 DAYS OF ISSUE.  
PAYMENT BY WITH CASHIER CHECK OR MONEY ORDER  
ONLY, MADE PAYABLE TO: CITY OF BELLE ISLE.  
YOU MAY PAY WITH CASH IN PERSON**

YOU MAY REQUEST A HEARING WITHIN FIVE (5) DAYS OF  
ISSUE. FAILURE TO DO SO MEANS YOU HAVE WAIVED YOUR  
RIGHT TO CONTEST THE MERIT OF THIS CITY ORDINANCE  
VIOLATION. A \$35 APPEAL FEE MUST BE PAID AT THE  
TIME OF THE HEARING REQUEST. IF YOU ARE FOUND NOT  
GUILTY, THE \$35 FEE WILL BE RETURNED.

FAILURE TO COMPLY WILL RESULT IN A DENIAL OF VEHICLE  
REGISTRATION RENEWAL, COLLECTION REFERRAL ACTION  
AND MANDATORY COURT APPEARANCE.

ISSUING OFFICER Camacho ID # 157



a.





## city council minutes

a.

### MINUTES August 20, 2019 Regular Session / Budget Workshop 6:30 pm

The Belle Isle City Council met in a regular session on August 20, 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 Ed Gold  
Commissioner Anthony Carugno  
Commissioner Karl Shuck  
Commissioner Jim Partin  
Commissioner Mike Sims  
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 confirmed quorum.  
Commissioner Partin gave the invocation and led the Pledge to the flag.

Mayor Fouraker announced that Comm Readey will not be in attendance due to a slip and fall and asked for a motion to excuse his absence.

**Comm Carugno motioned to excuse Comm Readey from tonight's meeting.**

**Comm Shuck seconded the motion which passed unanimously 6:0.**

#### SWEAR IN OF OFFICERS – IAN WISE AND AARON BENNETT

Chief Houston introduced and welcomed Officers Ian Wise and Aaron Bennett. Mayor Fouraker performed the Swear-in of Officers.

Mayor Fouraker asked if Council would like to reorder the agenda items to have the City reports presented before the budget recess hearing allow for more citizen participation.

**Comm Sims motioned to rearrange the agenda to have the reports on the agenda items 9-12 presented before opening the Budget workshop discussion.**

**Comm Shuck seconded the motion which passed unanimously 6:0.**

#### ATTORNEY REPORT

Attorney Ardaman provided an update on the Lake Conway Chain jurisdictional issues and enforcement on the use of water crafts. He said he had conversations with both the County Attorneys and Commissioner Uribe on items that may be applicable for discussion with the NAV Board. In addition, he spoke with the Sheriff's Officer Austin Moore and received further input on the lake activity. The City has received some good points and will convey those that are enforceable for the primary legal issue which is the NAV Board's independent authority under the Special Act.

City Manager Francis contacted Shannon Wright, Regional manager for FWC because of the high water and the possibility of public safety and navigational hazards on submerged items in the water. He asked if the City can put the emergency Slow Speed Minimum Wake Ordinance in place during Hurricane Dorian. Chief Houston is in contact with Captain Klein from FWC and is awaiting a response on the request.

## CITY MANAGER'S REPORT

### Issues Log update

City Manager Francis reported the following,

- He reported that the Cornerstone Charter Academy Board has agreed to the Joint Meeting on August 28, 2019 at 4 pm at 5903 Randolph Avenue. The Board has allocated two hours for the meeting and will allow for questions and answers towards the end of the meeting. Mayor Fouraker said Linda Colbert has agreed to facilitate the meeting.
- Gene Polk Park – Waiting for the State to transfer the allocated funds for mitigation of the stormwater issues.
- Wind Drift Project – The project is on schedule and budget.
- Traffic Study – Plan was adopted. A Resolution will be presented to place a 4-way stop and crosswalks at the intersection of Waltham and Randolph.
- Crosswalk on Hoffner – The City has submitted a request to OC to place a crosswalk at the Highlands (Peninsular intersection).
- Fountain – The fountain project is complete, and the City will schedule a dedication of the fountain in the near future
- Wallace Field – no update.
- Acquisition of Property – The City is looking at the possibility of acquiring property around the lake. He will report at a later date.
- Strategic Planning – The Strategic Planning session went well. Council has identified 5-goals and will bring back a report at a later date.
- Forensic Audit – Staff drafted policies recommended by the Audit. They are under review by the City Attorney and will be added to the agenda for approval once finalized.
- Gmail vs. Outlook – Chief and the City Clerk, will provide an update at a later date.
- Crosswalk Road Closure – The roundabout on Nela and Lake will be closed to through traffic from 7 pm-2 am for asphalt repair.

## CHIEF'S REPORT

Chief Houston reported the following,

- Chief Houston reported on the numerous burglaries at Crunch Fitness. A Community Alert has been posted on facebook and Crime Line with a \$5000 reward for any information. The Department is scheduled to meet with Crunch Fitness regarding additional safety measures. Chief Houston reminds the residents to “harden the target.”
- Chief Houston reported on school traffic and stated that the school staff has sent out lots of communication. The first two weeks are always very difficult; however, the school is optimistic that the traffic will be better once the pickup and drop off times are observed by all. She said the Department is committed for the first two weeks to provide educational enforcement.

## MAYOR'S REPORT

- Mayor Fouraker reported on the Strategic Planning session and thanked the staff for their participation and looks forward to Council and staff evolve as a team.
- Mayor Fouraker announced that the OC Communication Action Board had asked the City to designate a Belle Isle representative/candidate to serve on the Board. They met the 2<sup>nd</sup> Wednesday of each month and asked for Council nominations. He asked for any interests to be forwarded to him or the Clerk.

## COUNCIL REPORT

- **Comm Carugno**  
Comm Carugno reported on the lake high water levels and shared the concerns of some of the residents on the safety and health of the lake.
- **Comm Shuck** - Comm Shuck shared his concern with the traffic at CCA and the speed by some of the vehicles during pick-up and drop-off times that add to the issue.

City Manager Francis asked for consideration to reorder and move item 7a. Unfinished Business: Approval of Property and Casualty Insurance Coverage and Services for discussion. Mayor Fouraker called for a motion to rearrange the agenda for the second time to hear item 7a on the agenda.

**Comm Sims moved to reorder the agenda and move item 7a as the next item.**

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



## APPROVAL OF PROPERTY & CASUALTY INSURANCE COVERAGE AND SERVICES PROPOSAL

City Manager Francis reported on the RFP for Insurance Services and the proposals received from Public Risk Management (PRM), Florida Municipal Insurance Trust (FMIT), and Public Risk Insurance Advisors (PRIA). We currently had our insurance through FMIT. After reviewing the bids, the staff decided to move forward with PRM because the overall coverage and the shared property limits were more favorable. Mr. Francis recommends the approval of the PRM proposal for \$113,721.

**Comm Nielsen moved to approve the proposal of Public Risk Management for \$113,721.**

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

## RECESS REGULAR MEETING FOR BUDGET WORKSHOP:

**Law Enforcement Education Fund, Charter School Debt Service Fund, Capital Equipment Replacement Fund, and ROW Fund**

Mayor Fouraker closed the Regular Session and opened for the Budget Workshop.

**City Manager Francis reported on the following highlights,**

### 1. Law Enforcement Education

#### Total Revenues/Balances

Budget: \$9,847

- Decreased \$5,159 (34.4%) over FY 2018-19 Budget
- Anticipate \$2,500 in Total Revenues

#### Expenditures

Police Training: \$8,000

### 2. Charter School Debt Service Fund - Funds are used for expenses related to CCA according to the lease agreement for equipment repair/replacement and city costs related to CCA.

#### Total Revenues/Fund Balance

Budget: \$2,287,548

- Decreased \$129,769 (5.4%) over FY 2018-19 Budget
- Decrease due to Reserve used for HVAC replacement

#### Revenues

Budget: \$1,180,700

- \$32,200 increase over FY 2018-19 Budget
- \$1,029,700 (Based on Student Count of 1471)
- \$150,000 Transfer in from General Fund (Wallace Field Debt)

#### Expenses

- Personnel (City Staff Salary/Benefits)
  - \$92,743
- Operations & Maintenance
  - \$20,000
- Capital Improvements
  - \$276,000 Roof Repair to Middle School/Field House
  - \$22,000 Field House A/C
- Debt Service
  - \$827,825 (\$300,000 – Principal/\$527,825 – Interest)

Comm Gold said there was a recording from a past meeting where William Brooks asked Council to buy the property and the reason why the property was purchased. Mayor Fouraker requested, on behalf of Comm Gold's comment, to forward the last few meeting recordings with Mr. Brooks as Mayor to Comm Gold and the Council for review.

### 3. Right-Of-Way Fund (New restricted fund with an approved budget)

#### Revenues

- \$484,000 Transfer from GF

#### Expenses

- \$350,000 Paving (Districts 2, 3 and 5)
- \$50,000 Sidewalk Replacement (various locations)

#### Reserves

- \$84,000

### 4. Capital Equipment Replacement Fund

#### Total Revenues/Balances

- \$89,000
  - Increase of \$62,000 over FY 2018-19 Budget

#### Revenues

- \$52,000 Transfer from GF
- \$10,000 Transfer from SF

#### Total Expenses/Reserves

- \$89,000
  - Increase of \$62,000 over FY 2018-19 Budget

#### Expenses FY 2019/20

- \$10,000 Police Communications (radios)

#### Future Expenses

- \$5,000 Code Enforcement Vehicle (5)
- \$12,000 Marine Patrol Boat (5)
- \$5,000 City Hall HVAC (7)
- \$10,000 Cement Mixer (3)
- \$20,000 Street Sweeper (5)

After discussion City Manager Francis reminded Council that on September 27<sup>th</sup> he would be reporting on the Stormwater Fund and the Five Year Capital Improvement Plan.

Mayor Fouraker opened for public comment on the Budget Workshop discussion.

- Debra Donham residing at 6904 Seminole Drive said she would like to see the Police Department write a lot more speeding citations on vehicles on Seminole Drive. She shared her concern with the proposed utility tax increase.

There being no further comment Mayor Fouraker closed public comment and closed the Budget Workshop session.

Mayor Fouraker reopened for the City Council Regular Session and opened for approval of the Consent Items.

### CONSENT ITEMS

- Approval of the City Council meeting minutes for August 13, 2019
- Approval to excuse Comm Sims and Comm Readey for August 13, 2019 Workshop
- Approval of Resolution 19-09
- Approval of Monthly reports

**Comm Nielsen moved to approve the consent items a-d.**

**Comm Partin seconded the motion.**

**Comm Gold asked,**

- Request to edit item a to read, Approval of the City Council meeting minutes for August 13, 2019; and**
- Is it necessary to approve an excused absence for a City Council Workshop? He believes an excused absence is required for a City Council Regular Session. The City Attorney said he would look into the question and get back to Council.**

**The motion was approved unanimously 6:0.**

## UNFINISHED BUSINESS

### Approval of Waste Contract with JJ's Waste and Recycling Services

City Manager Francis reported that approval of the Contract requires passing of an Ordinance adopting and accompanying the Franchise Agreement. City Manager Francis requested reading of Ordinance 19-06 for First Reading and Consideration today and advertising for Second reading for September 3, 2019.

Mayor Fouraker called for the motion.

**Comm Sims motioned to add Ordinance 19-06 for first reading and consideration.**

**Comm Nielsen seconded the motion.**

Comm Partin said since the ordinance was not posted on the agenda, he would prefer to have the Ordinance posted on the agenda for first reading as required to allow for citizen comment.

**Motioned failed 4:2 Comm Partin, Comm Shuck, Comm Carugno and Comm Gold, nay.**

**Comm Nielsen moved to add the contract and ordinance on the agenda for the first reading on September 3<sup>rd</sup>, 2019. Comm Partin seconded the motion which passed 5:1 with Comm Carugno, nay.**

City Manager Francis asked if Council had any questions or concerns with JJ's Contract before the first reading. Council consensus was that they did not have any questions or concerns with the Solid Waste Contract.

## NEW BUSINESS

### Approval of a Formal Solid Waste and Recycling Advisory Committee

City Manager Francis said with the selection of a new waste company was the Solid Waste Committee and Recycling Committee's mission to complete. Members of the committee would like to continue and are formally requesting creation of the advisory board. Mayor Fouraker shared his concern with Board member attendance and would not like to see a Committee of one.

**Comm Sims motioned to create a Solid Waste and Recycling Committee in accordance with Section 2-54 of the Municipal Code.**

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

### Appointment of Jennie Brown to Tree Advisory Board

City Manager Francis said the City Tree Board is appointed at large and has one vacant seat. The Tree Board interviewed Jennifer Brown and is recommending her appointment for a three-year term.

**Comm Gold motioned to appoint Jennifer Brown to the City Tree Board Committee.**

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

## ADJOURNMENT

There being no further business Mayor Fouraker called for a motion to adjourn. The motion was passed unanimously at 8:30 p.m.

Yolanda Quiceno, CMC, City Clerk



## city council minutes

b.

### MINUTES September 12, 2019 Budget Hearing 6:30 pm

The Belle Isle City Council met in a Budget Hearing session on September 12, 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 Harv Readey  
Commissioner Ed Gold  
Commissioner Anthony Carugno  
Commissioner Karl Shuck  
Commissioner Jim Partin  
Commissioner Mike Sims  
Commissioner Sue Nielsen

Absent was:

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

#### CALL TO ORDER

Mayor Fouraker called the City Council Budget Hearing session to order at 6:30 pm and confirmed quorum. Commissioner Nielsen gave the invocation and led the Pledge to the flag.

Mayor Fouraker said he is very fortunate that the residents of Belle Isle were not affected by Hurricane Dorian. He said he is very proud to be part of a City that is helping those families in the Bahamas; to name a few, Pete Madison, the Regal boat family, Holly Bobrowski, and many others.

Mayor Fouraker opened for the presentation of the 2019-2020 Budget Hearing.

City Manager Francis presented the proposed Budget for FY 2019-20 for consideration. He requested the following actions and approvals from the City Council,

- Approval of the proposed Fee Schedule
- Amend the tentative budget; and
- Re-calculate the proposed millage rate; and
- Publicly announce the percentage of the proposed millage rate which exceeds the rollback rate; and
- Adopt the tentative millage and proposed budget.

If there are any changes to the tentative budget, the Council will still be able to approve the tentative budget and have the changes made to the tentative budget for approval at the 2<sup>nd</sup> Budget hearing. He announced that the City will not have an increase in the millage rate and will remain for the tenth year in a row at 4.4018. The rollback rate is 4.1863 p/\$1000 of assessed valuation, and the percentage of the rollback rate is 5.15%.

Comm Carugno inquired on the Fee Schedule and the fee proposed for the Venetian Boat Ramp, page 38. Mr. Francis said currently we do not charge a parking permit fee for Venetian Ramp; we do, however, charge a fee for the Perkins Boat ramp of \$25. After a brief discussion, Council agreed to remove the proposed fee for the Venetian Boat ramp for a later discussion and agenda item.

Before opening a discussion on the budget, Mr. Francis stated that neither he nor the staff had received any calls from the community to discuss the proposed budget other than a few emails to Council and posting on social media. Council consensus was to have the City Manager respond to some of the concerns posted on social media.



Mr. Francis addressed the following concerns made on social media,

- Red Light Cameras – Mr. Francis said the Red Light Camera program is not a revenue generator. It is proposed primarily as an enhancement for public safety in our City. Before program adoption, the City will initially have Orange County assist the City in problem areas. Once the findings are submitted to the Council, they can move forward with an RFP, approve as a Sole Source purchase, or table the project entirely.
- FEMA Reimbursement – Mr. Francis said the City has been waiting for the Florida Department of Emergency Management reimbursement. It has been a very difficult process. He reported that Mayor Fouraker spoke on behalf of the City and communicated the concern with the staff to the heads of that Agency. He reported that the City had received confirmation and approval of the \$972,150.00 FEMA reimbursement. Staff is extremely thankful for the efforts made by the Mayor on behalf of the City. The FEMA reimbursement will be added to the budget, increasing the reserves to \$2m.
- Off Duty Police Detail – This is not a budgeted item because the revenue is generated on a volunteer basis and off-set the expense; the revenue is a complete wash (i.e., covering equipment fund, payroll taxes, FICA and Medicare and officer's salary).
- Legal Fees – The legal fees of \$125,000 cover all City department legal fees, which include Planning & Zoning, Elections, Police Department, to name a few. To provide better transparency, the staff will report legal fees by the department moving forward.
- Parks – Mr. Francis said the Parks Fund consists of \$200,000 without FEMA mitigation grant money received for Gene Polk Park.
- Cornerstone Charter Academy Fund – This fund is paid strictly from the rent paid by the school to the City. Taxpayers do not pay into this fund.
- Right-of-Way Franchise Fees – Mr. Francis said the ROW Franchise Fee will be used for ROW maintenance and identified projects such as sidewalk repairs, underground utilities, create multi-use paths and adequate street/road paving throughout the City.

For the record, Comm Carugno shared his frustration with the comments made on social media on agenda items. He said that the Mayor, Staff, and Council are doing the best they can for the City and its residents. He thanked the City Manager for the explanations provided in hopes that it will calm the nay Sayers who are not educating themselves on agenda items by calling City Hall or attending City Council meetings.

Comm Readey asked for consideration in raising the amount in the Council Education Fund per diem next year to allow for new, incoming Council members the opportunity to receive training to provide better service to our citizens. Mayor Fouraker agreed and pledged to move forward with establishing a budget committee and attending educational conferences.

Mayor Fouraker opened for public comment on the Budget Hearing.

- Gary Maloon residing at 6101 Matchett Road shared his concerns with the budget. He was going to voice his concerns with the items addressed by the City Manager and thanked him for the explanation given.

There being no further public comment, Mayor Fouraker closed for Council discussion.

Comm Partin asked for a discussion on a few budget items before approval. He addressed the following areas for review and reduction in service,

Urban Forestry – 85,000 reduce to 60,000

Professional Services – 15,000 (contracted services Accounting Software, Laser Fiche, and IT services)

The clock on Hoffner Repair – 15,000 (hold for future discussion)

Police Department Marine Boat – (funds should not be allocated yearly for five years for a new purchase)

Comm Gold said he would prefer not to have the money budgeted for some items and have it presented to Council and added to the agenda for approval before the project begins. He further shared his concerns and said he is opposed to the Franchise Fees. He would prefer to have the City live within their means and focus on big-ticket items only and cut back on all others.

City Manager Francis acknowledged that the alternative revenue might increase taxes; however, the ROW Fund can be utilized for specific use and approval by Council. The fund can continually support operations and assist with stormwater issues and adequate paving of sidewalks and roads. He further added that the revenue from the Red Light Camera is not going to be used as a funding source; it is primarily for public safety.

Mayor Fouraker said one of his goals is to assist the City Manager with Annexation conversations and alternative revenue sources. After discussion, Comm Nielsen moved to adopt a tentative millage rate for ad valorem taxation of real tangible personal property within the City of Belle Isle for FY2019-2020, at the rate of 4.4018 mills (\$4.4018 for every \$1,000 of assessed valuation) upon the assessed valuation of property within the corporate limits of the City of Belle Isle, Florida and the tentative FY2019-20 Annual Budget.

**Comm Nielsen amended her motion to withdraw the adoption of the tentative FY2019-20 Annual Budget. Comm Nielsen amended her motion as follows,**

**Comm Nielsen moved to adopt a tentative millage rate for ad valorem taxation of real tangible personal property within the City of Belle Isle for FY2019-2020, at the rate of 4.4018 mills (\$4.4018 for every \$1,000 of assessed valuation) upon the assessed valuation of property within the corporate limits of the City of Belle Isle, Florida.**

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

**Comm Nielsen moved to approve the tentative FY2019-20 Annual Budget with the amendment to reduce Urban Forestry from \$85,000 to \$60,000. She further added before spending on any projects on the agenda that it is brought back to City Council for discussion.**

**Comm Partin seconded the motion which passed 6:1 with Comm Gold, nay.**

#### **CONSENT ITEMS**

- a. Approval of the City Council meeting minutes - August 6, 2019
- b. Approval of the City Council Special Called Session minutes - August 30, 2019
- c. RESOLUTION 19-11 - A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA, CREATING A CITY SOLID WASTE AND RECYCLING ADVISORY BOARD
- d. RESOLUTION 19-12 - A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA, AUTHORIZING AN INCREASE IN THE ANNUAL NON-AD VALOREM SOLID WASTE COLLECTION ASSESSMENT AND providing an effective date.

**Comm Sims moved to approve the consent items a-d.**

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

#### **CITIZEN COMMENTS**

Mayor Fouraker opened for Citizen Comments.

German Segura residing at 15054 Moultrie Point Road, Orlando FL 32828, requested a reduction of the fee or dismissal of a parking ticket he received when visiting our City at the Perkins Boat Ramp. Chief Houston said that Mr. Segura does not speak English and has communicated his presentation to the City Clerk. Mr. Segura received a ticket on July 28, 2019, at the Perkins Boat ramp for parking his Jet Ski trailer in a permitted spot only. It was his first visit to the park, and he did not understand the sign that read, Parking Only - Permit. Mr. Segura does not have the funds to pay the full amount of the citation and respectfully requests to be excused from the citation or be placed on a payment plan. After discussion, Council consensus was to void the ticket and asked that the City Clerk translate the parking rules to Mr. Segura to avoid any future occurrences.

City Manager Francis said the signs are not in Spanish; however, as part of the sign, there is a sentence in Spanish that reads, if there are any questions, please call City Hall.

**Comm Sims moved to dismiss the citation given to Mr. Segura on July 28, 2019.**

**Comm Nielsen seconded the motion, which passed 6:1 with Comm Shuck, nay.**

**ORDINANCE NO. 19-06 – FIRST READING AND CONSIDERATION**

AN ORDINANCE GRANTING JJ'S WASTE AND RECYCLING, LLC, AN EXCLUSIVE SOLID WASTE AND RECYCLING COLLECTION SERVICE FRANCHISE; PRESCRIBING THE TERMS AND CONDITIONS ACCOMPANYING THE GRANT OF FRANCHISE; PROVIDING FOR SEVERABILITY OF CERTAIN PROVISIONS; AND PROVIDING AN EFFECTIVE DATE

Mayor Fouraker read by title.

Mayor Fouraker thanked the Solid Waste Committee for their commitment to transparency, collaboration, and citizen input to this project. City Manager Francis reported that Republic Services would end their service on Friday, and JJ's will start their route on Monday, starting with yard waste pick-up.

**Comm Nielsen moved to advance Ordinance 19-06 to Second Reading and Adoption.**

**Comm Sims seconded the motion, which passed 6:1 with Comm Carugno, nay.**

**PINE CASTLE HISTORICAL SOCIETY CHILI COOK-OFF****Approval to donate \$500 sponsorship to Pine Castle Historical Society Chili Cook-off**

City Manager Francis corrected the agenda item and said the donation was for the Annual BBQ, Beer, and Blue Grass event. As part of the donation process, Mr. Francis is asking for approval of \$500 to help sponsor the Annual BBQ, Beer, and Blue Grass event.

Comm Gold asked the City Attorney if he should abstain from the vote because he is an officer of the Pine Castle Historical Society. Attorney Geller said he must vote unless Comm Gold feels that there is a conflict of interest, benefit, or personal detriment.

**Comm Readey moved to approve the donation of \$500 to help sponsor the Annual BBQ, Beer, and Blue Grass event and would like to request the Staff bring forward a resolution for donation request to be presented to City Council for approval.**

**Comm Carugno seconded the motion.**

**Motion passed 6:1 with Comm Shuck, nay.**

**CITY ATTORNEY'S REPORT**

No report.

**CITY MANAGER'S REPORT**Issues Log update

City Manager Francis reported the following,

- Wind Drift Project – On time and budget – looking for a close sometime next week.
- Traffic Study – City has adopted the plan and forwarded to Metro Plan Orlando
- Fountain – Project is complete and will bring forward a dedication date
- Wallace Field – No update. The city has budgeted \$35,000 for Design of the field. Comm Partin recommended that discussion on the Use Agreement be an agenda item for further discussion. Council consensus was to add to the agenda in October.
- Acquisition of Bank Of America (BOA) – Mr. Francis reported that the City had received an appraisal for the BOA building. He would like to submit an unsolicited offer for the BOA building for \$1.5 million. The City will be required to submit a 10% escrow fee to send with the contract. The City manager does not have approval authority and will need Council's approval to send a refundable escrow for \$150,000 with the contract. If the deal does not move forward, the escrow fee will be refunded as part of the contract. Mr. Francis further reported that the broker also communicates with the owners of the Oasis building to see if there is an interest in selling the property.
  - Comm Carugno asked that this request be placed on the agenda for the next Council meeting for discussion and approval. Council consensus was to place the request on the next City Council agenda.
- Cross Lake Beach – no report.
- Charter School – The consultant for the school and CCA Chairman will like to meet. Mr. Francis recommended that the City hire a consultant to review all the documentation and help with the discussion. The City will not schedule a meeting with CCA until the City hires a consultant and reviews the documents that are in place.
- Strategic Plan – The staff has received the facilitator's report. Staff will bring forward an action plan for approval.
- Municipal Code Update - no report.
- Annexation – City will start scheduling meetings for discussion.
- Parking – Flyer of current parking charges have been mailed out.
- Gmail vs. Outlook – Chief Houston and City Clerk will provide an update at the next Council meeting.

## CHIEF'S REPORT

Chief Houston reported the following,

- Chief Houston reported that the False Alarm Program (Ordinance 18-14) would commence on November 1<sup>st</sup>. The City will send out an EAlert on registering your alarm system. The program was to reduce costs of Officer's responding, Orange County Sheriff's communication costs and Officer and resident safety. All alarm systems are required to be registered with the Belle Isle Police Department and anyone with questions should call the Police Department or City Hall.
- Chief Houston reported on the success of the 4-way stop on Waltham. Some initial complaints came in; however, since the placement of the signs and crosswalks, the issues have been resolved.
- City Manager Francis reported that there are approximately 20 homeowners in the City who have paved over their sidewalk and will be receiving a Notice of Violation. The Council and Mayor may receive some calls or emails on the letter.

## MAYOR'S REPORT

Mayor Fouraker reported on the following,

- Crunch Fitness has installed safety cameras and put signs up on their property to promote safety.
- Metro Plan has sent an email with the scope of the technical services they will be providing the City.
- Mayor Fouraker said the City is not Local Area Procurement (LAP) certified and cannot apply for Federal Grants. He is working with the City Manager towards the qualification for additional revenue sources.
- Mayor Fouraker welcomed and thanked the Oakridge High School students for all their support with the City Council meeting video and audio.

## COUNCIL REPORT

- Council thanked the Mayor for his support in obtaining the FEMA reimbursement. Council consensus was that the City is moving in a positive direction.
- Comm Carugno reported that the Noise Abatement meeting is canceled. The next meeting is scheduled for October 11<sup>th</sup>. Tentative Boat Parade dates: December 13<sup>th</sup>, 14<sup>th</sup>, and 15<sup>th</sup>.

## ADJOURNMENT

There being no further business, Mayor Fouraker called for a motion to adjourn. The motion was passed unanimously at 8:40 p.m.

Yolanda Quiceno, CMC, City Clerk



## city council minutes

C.

**MINUTES**

**September 25, 2019**

**Budget Hearing and CC Regular Session 6:30 pm**

The Belle Isle City Council met in a Budget Hearing session on September 25, 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 Ed Gold  
Commissioner Anthony Carugno  
Commissioner Karl Shuck  
Commissioner Jim Partin  
Commissioner Mike Sims  
Commissioner Sue Nielsen

Absent was:

Commissioner Harv Readey

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

**CALL TO ORDER**

Mayor Fouraker called the City Council Budget Hearing session to order at 6:30 pm and confirmed quorum. Commissioner Nielsen gave the invocation and led the Pledge to the flag.

Mayor Fouraker opened for the presentation of the Budget Hearing FY2019-20.

City Manager Francis said there are two very important things occurring in October, approval of the budget and change out of the solid waste and recycling hauler. The City has been doing its best to get the information out to the public. There are many citizens who may be frustrated, and the City asks that any calls to City Hall be made with professional courtesy and respect. In the event, there is a shortfall of revenue; some of the projects in the budget may not be able to be completed and will be scheduled for the following budget year.

City Manager Francis presented the proposed Budget for FY 2019-20 for adoption. As required by Florida Statute City Manager Francis read for the record the following, "In the City of Belle Isle Florida, the current taxable value of the real property for operating purposes is \$765,628,802. The current year rollback rate is 4.1863 per \$1,000 of assessed valuation. The current year proposed operating millage rate is 4.4018 per \$1,000 of assessed valuation. The proposed rate is a percentage change of rollback rate of 5.15%."

The Council had a few changes, including reduction of the Urban Forestry Fund from 85,000 to 60,000. Mr. Francis explained at the September 12<sup>th</sup> Hearing why some of the Fund amounts increased and other concerns that Council and the public had. He does not have any other items to report.

Mayor Fouraker opened for Council discussion.

Comm Gold asked if the City will account and include the \$970,000 reimbursement from FEMA. Mr. Francis said the FEMA money is not in the budget because it has not been received to date. The reimbursement has been allocated; however, until that time, it will not be added. Once the reimbursement has been received the staff will record and will submit a budget adjustment for approval. Comm Gold shared his concern and said he would like to see the reimbursement added to the budget to allow the City so hold off another year before increasing taxes.

Mayor Fouraker opened for public comment.

- Clay Van Kamp residing at 5452 Ming Drive shared his concern with Council and said he does not feel Council did enough due diligence on revenue sources. He said the current process is flawed. In comparison to other cities, the budget does not show any actual and projected balances. He disagrees with the revenues, and the FEMA reimbursement should be accounted for or posted for next year's numbers. He believes the City should have a budget committee in place to see if the City can cut some costs and assist with review of budget items. He asked that the Council revisit the franchise fees for next year and allow for further research. He further shared his concern with the Gene Polk Park project and asked for it to be added to next year's budget because it is an unnecessary expense. Mr. Francis said because the Gene Polk Park funds from FEMA are categorized as a mitigation project it is required to be completed this year to allow the City to be reimbursed for the required repairs. Comm Gold shared his recommendation for creating a budget committee. Discussion ensued.

There being no further comments, Mayor Fouraker closed public comment.

City Manager Francis presented the following resolutions for approval.

- RESOLUTION NO. 19-13 - RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA ESTABLISHING THE AD VALOREM TAX LEVY (MILLAGE RATE) UPON THE ASSESSED REAL PROPERTY AND BUSINESS PERSONAL PROPERTY TAX ROLES OF THE YEAR 2019
- RESOLUTION NO. 19-14 - RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA ADOPTING THE ANNUAL BUDGET OF THE CITY OF BELLE ISLE, FLORIDA FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020
- RESOLUTION NO. 19-15 - RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA ADOPTING THE FIVE YEAR CAPITAL IMPROVEMENTS PROGRAM FOR FISCAL YEARS BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2024.

**Comm Sims moved to adopt Resolution 19-13.**

**Comm Nielsen seconded the motion, which passed unanimously upon roll call 6:0.**

**Comm Sims moved to adopt Resolution 19-14.**

**Comm Nielsen seconded the motion.**

**Comm Gold shared his concerns with Resolutions 19-14 and stated he is not be able to vote for adoption.**

**Mayor Fouraker called for roll call**

Nielsen, aye

Sims, aye

Shuck, aye

Carugno, nay

Gold, nay

Partin, nay

**The motion failed 3:3.**

**City Attorney Geller said a motion to reconsider the Resolution must be made by the winning side. Due to the circumstances of a tie and the unusual situation, Attorney Geller advised that in his opinion, anyone on the Council could make a motion to reconsider.**

**Comm Sims moved to reconsider the adoption of Resolution 19-14.**

**Comm Nielsen seconded the motion.**

City Manager Francis addressed the following to help with re-consideration,

- If the Budget is approved, it doesn't mean that there will be a franchise fee immediately applied for electric and garbage. Council will still have to have two readings to adopt an ordinance to put the franchise fee in place, which can be approved or voted down.

Comm Shuck said the FEMA money has not been received and agrees that it should not be placed in the budget. Once it is received, then Council can agree if and when the franchise fee should be approved.

City Attorney Geller urges and recommends approval of the budget tonight due to the timing of the legal posting requirement of the Florida Statutes.

Comm Gold called for a point of order and would like to see them followed. He said the budget be approved, just not tonight. He said he would be happy to pass the budget with the removal of the franchise fees and red light cameras.

Mayor Fouraker called for roll call on Comm Sims motion to reconsider Resolution 19-14.

**Nielsen, aye**

**Sims, aye**

**Shuck, aye**

**Carugno, aye**

**Gold, nay**

**Partin, aye**

**The motion passed 5:1.**

**Comm Sims moved to adopt Resolution 19-14.**

**Comm Nielsen seconded the motion which passed upon roll call 5:1 with Comm Gold, nay.**

**Comm Sims moved to adopt Resolution 19-15.**

**Comm Nielsen seconded the motion, which passed unanimously upon roll call 6:0.**

**Mayor Fouraker opened for approval of Consent Items.**

#### **CONSENT ITEMS**

- d. Monthly Reports: Finance, Code Enforcement, Fire, NAV Board, Marine Patrol, and PD  
Council discussed the Lake Conway survey. City Manager said the survey is developed to determine specific issues on Lake Conway to allow them to formulate a plan to correct. The survey is being sponsored by Comm Uribe, OC District 3 Commissioner and Representative Eskamani. The City sent out the link to residents to allow for Belle Isle participation. Discussion ensued on the allocated hours given by the NAV Board to the Belle Isle Marine Patrol Officers.

Council asked for an update on the service call accident on Hansel Avenue. Chief Houston said the charges were dismissed against the Driver, who caused the damage. The Officer has a call into the State Attorney's office for an update and has not received a response. City Manager Francis said the City submitted a claim to the insurance company, which has been responded to and closed.

**Comm Sims moved to approve Consent Item d.**

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

#### **CITIZEN COMMENTS**

Mayor Fouraker opened for Citizen Comments, there being none he closed citizen comments.

#### **UNFINISHED BUSINESS**

##### **ORDINANCE NO. 19-06 – SECOND READING AND ADOPTION**

AN ORDINANCE GRANTING JJ'S WASTE AND RECYCLING, LLC, AN EXCLUSIVE SOLID WASTE AND RECYCLING COLLECTION SERVICE FRANCHISE; PRESCRIBING THE TERMS AND CONDITIONS ACCOMPANYING THE GRANT OF FRANCHISE; PROVIDING FOR SEVERABILITY OF CERTAIN PROVISIONS; AND PROVIDING AN EFFECTIVE DATE

City Clerk read by title.

**Comm Partin moved to adopt Ordinance 19-06.**

**Comm Gold seconded the motion which passed 5:1 with Comm Carugno, nay.**



Discuss/Approve Use Agreement with Cornerstone Charter Academy for the Use of Wallace Field

City Manager Francis said at the May 21, 2019 Council meeting; Council wanted to tie the Use Agreement to the By-Law changes. The CCA Board rejected the additional conditions and believed it to be unfair. The Use Agreement is not in effect at this time. If Council decides to adopt the Use Agreement the dates will have to be updated and removal of #5e, Exhibit A, and all the changes made at the September 12<sup>th</sup> meeting.

Comm Sims asked if Council approves the Use Agreement is it binding with the School. Mr. Francis said if the Use Agreement is approved, it will have to go back to CCA for reconsideration and approval.

Comm Carugno shared his frustration with the actions of the CCA Board members. He is in favor of moving forward for the kids and improving the property as a practice field however, he is finding it very hard to move forward with the relationship and dynamics of the process. He further believes that the Mayor of the City should have a vote on the Board.

Comm Partin shared his concern and frustration with CCA Board comments made at the last CCA Board meeting of “them and us.” In the best interest of the kids and the community, he believes the City should move forward with the Use Agreement.

Council consensus was to move forward with the requested changes and move forward with the Use Agreement before the January Board meeting. If the agreement fails, the City should consider making improvements.

Comm Gold asked for status on his request for the audio of the last meetings in 2016 with Mr. Brooks as Mayor. Mayor Fouraker asked that the City Clerk provide the audio of the last City Council meeting with Mayor Brooks. City Clerk said she emailed the audio as requested.

Mayor Fouraker welcomed and called on Ms. Cross from the CCA Board. Charlene Cross residing at 5260 Chiswich Circle spoke on behalf of CCA Board and the City as a representative for both entities and said she is making her decisions based on the best interest of the students and the community.

**Comm Carugno moved to approve and remove the additional conditions added to the original Use Agreement, approve the Use Agreement, and forward the agreement to the CCA Board for approval.**

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

## NEW BUSINESS

Approval to tender an offer to Bank of America for the property at 6300 Hansel Avenue

The City Manager reported that the City is ready to make an offer for the Bank of America building and recommends approval of the Unsolicited Offer with the conditions as follows,

- The final contract has to be approved by the City Council at a future public meeting;
- The City has at least a 90-day due diligence period; and
- If the Closing does not occur except in the case that the City breaches the contract the Escrow money is to be returned; and
- The ATM can remain at the building during a time to be determined.

Comm Nielsen agrees that the school does need more space. The City owns most of the property that the school is on and it only makes sense for the City to be the entity that issues the bond to purchase the property. Mr. Taylor today, at the CCA Board meeting, admitted that the Governing Board could not issue the bond when the last time he stood in front of us saying that they could.

**After discussion, Comm Nielsen moved to give the City Manager authority to negotiate and execute a contract to purchase the Bank of America property located at 6300 Hansel Avenue which is contingent upon City Council approval at a future public meeting and authorize the City Manager to make an escrow deposit under such contract not to exceed \$200,000 on the condition that the escrow deposit is refundable if the City Council does not approve the contract at a future City Council meeting, if contract is terminated by the City during the due diligence period, or if the contingencies for the City closing upon the property do not timely occur.**

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



#### Approval of \$600 sponsorship for Pioneer Days

The City received a request for a donation from Pine Castle Pioneer Days for the amount of \$600.00 – February 22-23, 2020.

The donation will allow for the City to place a banner on the stage, half-page ad, and will improve the relationship with the residents and community.

**Comm Nielsen moved to approve the \$600 sponsorship for Pioneer Days.**

**Comm Carugno seconded the motion.**

**After discussion, the motion passed unanimously 6:0.**

#### **CITY ATTORNEY'S REPORT**

##### Briefing on Lake Conway Issues

Attorney Geller reported on the Lake Conway concern of what the NAV Board's authority is on Lake. His office has received further information on the project and will be putting together a report to the Council of the findings. They found that it appears that the 1957 law that created the NAV Board giving authority to the County was never repealed, and the County may have more authority on the Lakes than they believe. City Manager Francis said he would like to have Attorney Ardaman meet with Rep Eskamini's Office to finalize the findings.

After further discussion, Attorney Geller requested additional budget authority and allocated up to \$18,500 in billable hours to formulate a written opinion for City Council and provide direction moving forward.

**Comm Nielsen moved to allow a budget not to exceed \$18,500 for the Conway Lake Project.**

**Comm Shuck seconded the motion.**

**After discussion, the motion passed unanimously 6:0.**

#### **CITY MANAGER'S REPORT**

##### Issues Log update

City Manager Francis reported the following,

- Wind Drift Project – Project is complete (on time and budget). Punch list to be reviewed before the final payment is submitted.
- Chicane replacement on Trentwood is going to start soon with an estimated total price of \$25,000.
- Hoffner/Conway – Working with the County to permit Hoffner Avenue to place a concrete median strip and writing a proposal to submit and move forward.
- Traffic Study – Transportation Master Plan is complete. A copy of the plan was given to Metro Plan Orlando, who has agreed to cover additional review of the Plans by HDR, on behalf of the City totaling \$149,928.30. This review will provide a better transportation plan for the City.
- Fountain – Project is complete. Dedication date to be determined.
- Strategic Plan – The staff has received the facilitator's report. Staff will bring forward an action plan for approval.
- Municipal Code Update - Residents in Windsor Place received letters regarding non-permitted use of proper sidewalks. He further spoke with the HOA, who said they also do not allow pavers over the sidewalks. He said that it is written in the City Ordinance and the HOA covenants.
- Parking – The issue is closed and is being enforced by Code Enforcement and Police Department.
- Forensic Audit – Three policies recommended by the auditor will be presented to Council at the next meeting.
- Gmail vs. Outlook – Chief Houston and City Clerk will provide an update at a next Council meeting.

#### **CHIEF'S REPORT**

**Chief Houston reported the following,**

- Chief Houston reported that there were duck hunters on the lake this weekend. They are being monitored, and all complied.
- Coffee with Cop will be held at the Wawa on Hoffner on October 2<sup>nd</sup>.
- Chief reported on mail thefts from residential mailboxes. She recommends dropping off all outgoing bills and statements to the post office for delivery.
- Sgt Ivar Ruiz was successful in apprehending suspicious individuals at Crunch Fitness.
- Officer Bennett responded to the call of a child stuck in a swing and happy to report that the child is safe.
- Comm Carugno spoke of mail and telephone scams. Chief Houston recommended all residents avoid answering suspicious mail and calls soliciting personal information.

**MAYOR'S REPORT**

Mayor Fouraker reported that he is working on obtaining Federal Funds for transportation projects. He is happy to see a consistent effort in support of CCA and the City's efforts. He further thanked Jenevieve and the Oakridge students for their support with the City's AV.

**COUNCIL REPORT**

- Comm Carugno announced that the Boat Parade is scheduled for December 13<sup>th</sup>, 14<sup>th</sup>, and 15<sup>th</sup>.
- Comm Shuck asked for City sponsorship to the Ductoberfest on October 26<sup>th</sup>. The application is due October 1<sup>st</sup> and asked for the agenda item for discussion and approval.
- Comm Partin spoke on the westbound Hoffner/Conway traffic. He asked if the City can communicate with the County to add a double left, single straight, and a double right lane to eliminate the traffic. City Manager Francis said that intersection belongs to FDOT, who previously said the intersection is not wide enough to accommodate the configuration of additional lanes.

**ADJOURNMENT**

There being no further business, Mayor Fouraker called for a motion to adjourn. The motion was passed unanimously at 9:00 p.m.

Yolanda Quiceno, CMC, City Clerk

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1 Section 1. Purpose.

2 City Council created the Budget Committee to provide increased public  
3 accountability and elected official monitoring of the fiscal position of the  
4 City. The budget committee's primary function is to review the budget  
5 message and budget document as prepared by the budget officer.

6 Section 2. Definitions.

7 The term "committee" as used in this chapter shall mean the city of Belle  
8 Isle Budget Committee

9 Section 3. Organization of the Budget Committee.

10 The committee is made up of seven (7) citizen members appointed by the city  
11 council. Members are appointed by District.

12 Section 4. Qualifications and terms of appointed members.

13 Appointments to the committee are made by the city council after an  
14 application is filed with the city clerk. Appointments are made by District.

15 Appointed members:

- 16 A. Must be a resident from each of the city's districts;  
17 B. May not be officers or employees of the city; and  
18 C. Must be qualified voters of the city.

19 All members are expected to attend all meetings and be active participants  
20 in committee deliberations in a public setting. All members are expected to  
21 read all of the materials related to their meetings, most of which can be  
22 very long and technical and should be willing to dedicate several hours of  
23 research, preparation and time for each scheduled meeting.

1 Section 5. Term of appointed members.

2 Appointed members serve staggered three-year terms, such that approximately  
3 one-third of the terms of appointed members end each year. For the initial  
4 appointment, District 1, District 5 and District 7 will be appointed for a  
5 1-year term; District 2 and District 4 will be appointed for 2-year terms;  
6 and District 3 and District 6 will be appointed for 3-year terms. Members  
7 may apply for reappointment.

8 Section 6. No compensation.

9 Appointed members shall not receive compensation for serving in this  
10 capacity.

11 Section 7. Election of officers.

12 At its first budget meeting of the calendar year, the committee shall  
13 nominate a chairman, vice-chairman, and secretary. Nominations of, and  
14 elections for, all Officers shall be by a majority vote of those present.

15 Section 8. Duties of Officers

16 A. Chairman:

- 17 1. The Chairman shall preside at all meetings of the Committee.  
18 2. The Chairman shall schedule all meetings, assist in assembling the agenda  
19 for all regular and special meetings of the committee, and notify all  
20 members of said schedule.

21 B. Vice Chairman

- 22 1. In the absence of the Chairman, the Vice Chairman shall preside over and  
23 assume all duties and responsibilities of the Chairman in addressing the  
24 business of any regularly scheduled or special meeting.  
25

1 2. Assist the Chairman in scheduling and coordinating all regularly  
2 scheduled and special meetings of the Committee.

3 C. Secretary

4 1. The Secretary shall take minutes of meetings and shall sign same as  
5 revised and approved.

6 2. In the absence of the Chairman and the Vice Chairman, the Secretary shall  
7 preside over and assume all duties and responsibilities of the Chairman in  
8 addressing the business of any regularly scheduled or special meeting.

9 Section 9. Removal/vacancies of citizen members.

10 Citizen members serve at the pleasure of city council and may be removed by  
11 a majority vote of the city council. A member who is absent from three  
12 consecutive meetings without the permission of the presiding officer is  
13 presumed to be in nonperformance of duty, and the city council may declare  
14 the position vacant. All committee vacancies shall be filled by the council,  
15 for the unexpired term, for the remainder of the term within 45 days after  
16 the vacancy occurs

17 Section 10. Meetings and notice.

18 The committee shall hold one or more meetings according to the budget  
19 officer's schedule to review and approve the budget document. The budget  
20 committee may also meet at other times during the year at its discretion.  
21 Budget committee meetings shall be open to the public and noticed as  
22 required under Florida law. A quorum shall consist of at least four members  
23 of the Budget Committee.  
24  
25

1 Section 11. Authority and duties of the budget committee.

2 The Committee's authority shall be advisory only. The Committee shall have  
3 the following duties:

4 A. To review and make recommendations on the annual operating budget as  
5 proposed by the city manager;

6 B. To review and make recommendations on annual capital expenditures as  
7 proposed by the city manager;

8 C. To review and make recommendations on supplemental appropriations and  
9 expenditures and other budgetary action whenever proposed by the city  
10 manager;

11 D. To make such other recommendations on fiscal matters as it may from  
12 time to time deem advisable;

13 E. To review any audit reports submitted on behalf of any auditor for the  
14 City as such report(s) become available;

15 F. to review revenue and expenditure reports periodically as may be  
16 amended from time to time;

17 G. Individual budget committee members have no special authority to  
18 request information or direct staff to provide reports. However, the budget  
19 committee as a whole may, by committee vote, direct the administration to  
20 provide additional reports, information, data or presentations to help the  
21 budget committee better understand the budget;

22 H. The budget committee plays a large role in providing communication with  
23 the community about the budget process and limitations within which the  
24 local government works. Committee members develop a good understanding of  
25

1 the City's fiscal constraints and the services funded and thereby are able  
2 to explain those to community members, providing an important communication  
3 conduit to the community regarding the City and its services.

4  
5 Section 12. This Resolution shall take effect upon its adoption.

6  
7 ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2019

8  
9 ATTEST: \_\_\_\_\_

10 Yolanda Quiceno

Nicholas Fouraker

11 CMC-City Clerk

Mayor

12  
13 STATE OF FLORIDA

14 COUNTY OF ORANGE

15 I, Yolanda Quiceno, City Clerk of the City of Belle Isle do hereby certify that  
16 the above and foregoing document RESOLUTION 19-18 was duly and legally passed by  
17 the Belle Isle City Council, in session assembled on the 15<sup>th</sup> day of October 2019,  
18 at which session a quorum of its members were present.

19  
20 \_\_\_\_\_  
21 Yolanda Quiceno, CMC-City Clerk





**CITY OF BELLE ISLE,  
FLORIDA**

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e.

**Code Enforcement - Monthly Overview**

**SEPTEMBER 2019**

<b>New Violations</b>	<b>53</b>
<b>Inspections</b>	<b>45</b>
<b>Violation Compliance</b>	<b>42</b>
<b>Signs Collected</b>	<b>56</b>
<b>Total Contacts</b>	<b>196</b>

# CODE VIOLATIONS/CONTACTS

09/04/2019 through 10/01/2019

e.

<b><u>CodeViolation</u></b>	<b><u>Count</u></b>
HIGH GRASS/WEEDS	29
LANDSCAPING - CITY PROPERTY	1
NO PERMIT - FENCE INSTALLATION	1
NO PERMIT - RENTAL REGISTRATION	7
NO PERMIT - TREE REMOVAL	2
OBSTRUCTING SIDEWALK	1
PARKING OF CAR/TRUCK	1
PARKING OF CAR/TRUCK - COMMERCIAL	1
PARKING OF RV	1
PARKING OF TRAILER	5
PARKING OF TRAILER - VACANT LOT	1
PARKING OF WATERCRAFT/TRAILER - VACANT LOT	2
POD - Portable Storage Unit - NO PERMIT	1
<b><i>Grand Total</i></b>	<b>53</b>

10/4/2019  
8:36 AM

# Complaint Status

08/07/2019through 09/03/2019

e.

## Status

## Count

CLOSED COMPLIANCE

42

CLOSED UNFOUNDED

3

NOV ISSUED - OPEN

3

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48

**CODE ENFORCEMENT  
YEAR TO YEAR COMPARISON  
2017-2018 vs. 2018-2019**

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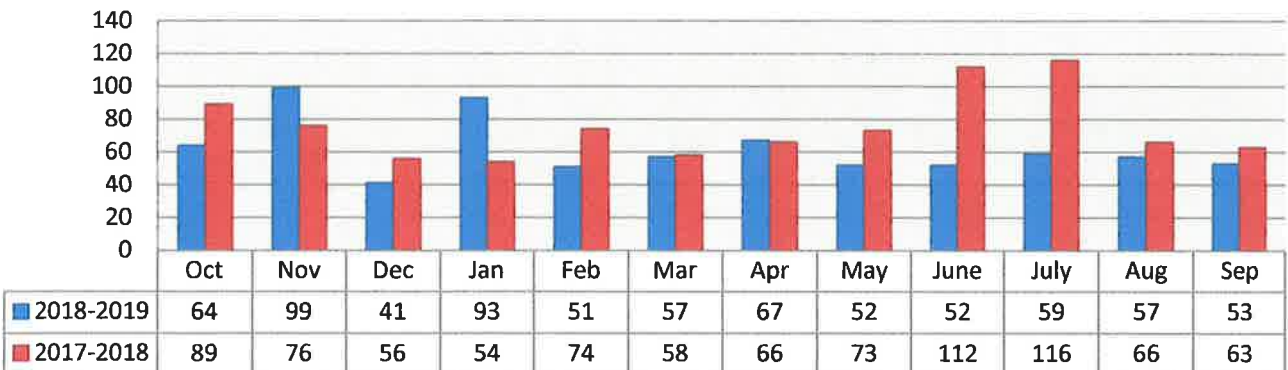
	<b>YTD OCT-SEP <u>2017-2018</u></b>	<b>YTD OCT-SEP <u>2018-2019</u></b>
New Notices of Violation Issued	903	745
Inspections Performed	763	698
Compliance	785	666
Signs Collected	673	836
Trash, Grass, Debris Related	272	272
Vehicle, Boat and RV Related	475	290
Permitting	49	80
Cases Presented to CEH - Special Magistrate	0	0
Cases Adjudicated and Fined	0	0

# CODE ENFORCEMENT ACTIVITY

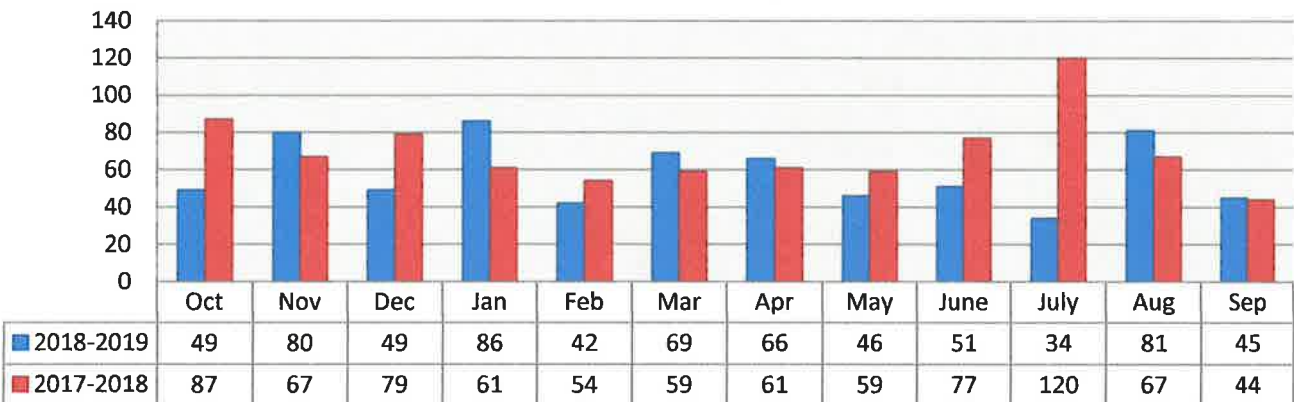
## 2017/18 vs 2018/19

e.

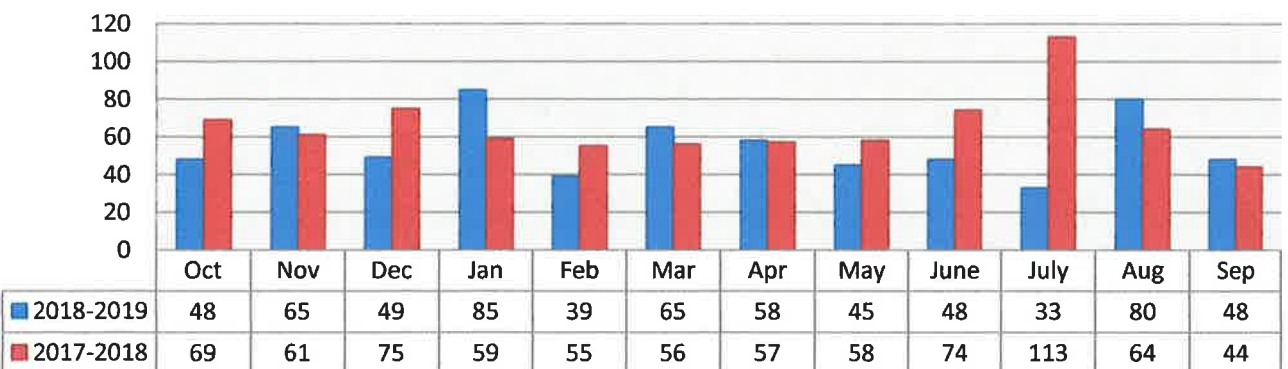
### New NOV's Issued 2017/18 vs 2018/19



### Inspections 2017/18 vs 2018/19



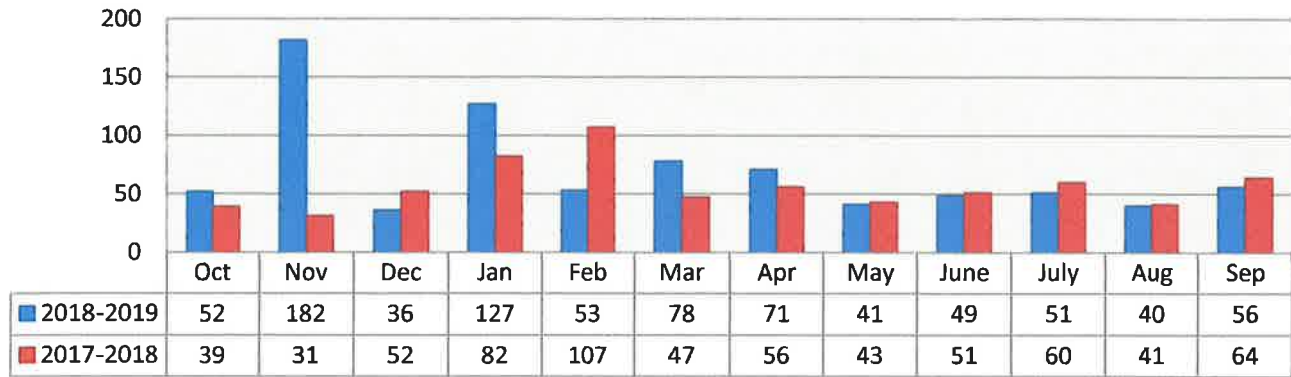
### Compliance 2017/18 vs 2018/19



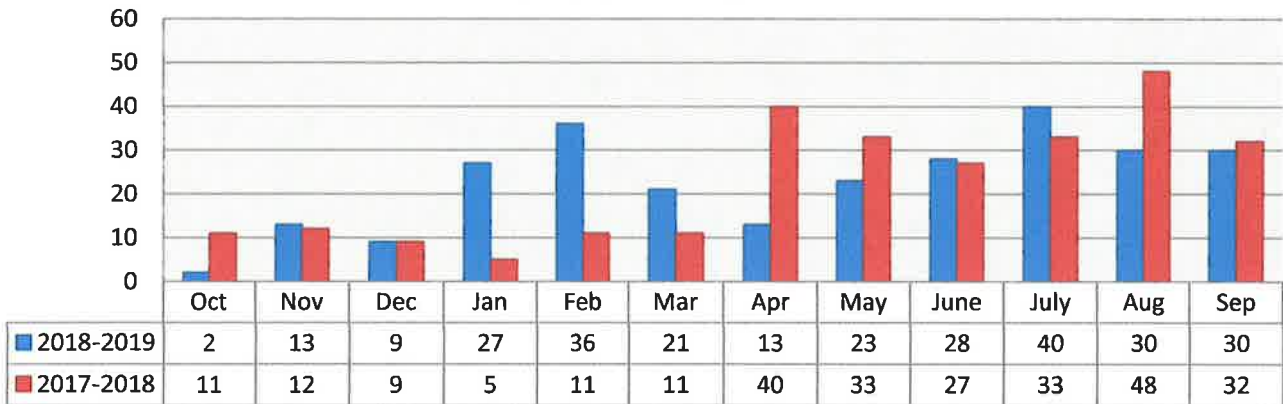
## CODE ENFORCEMENT ACTIVITY

e.

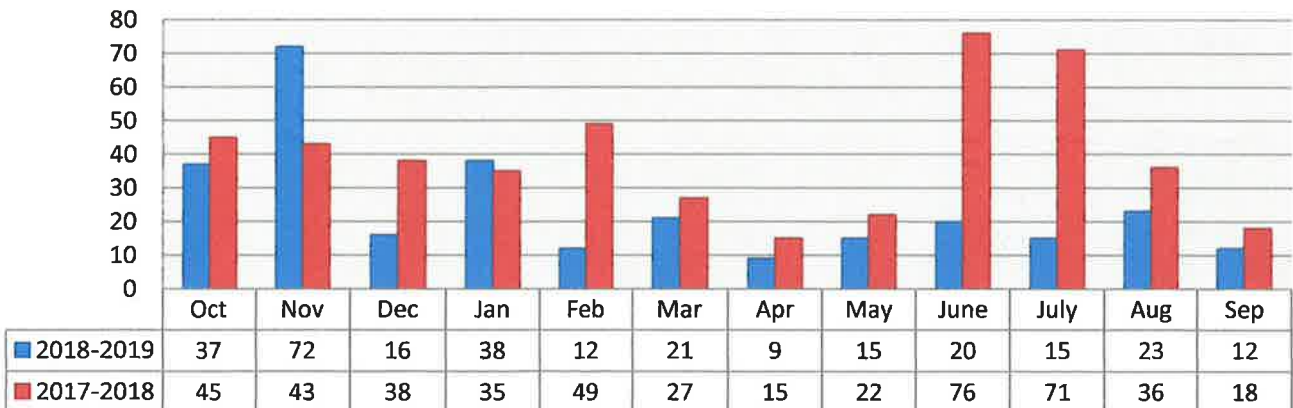
**Signs**  
**2017/18 vs 2018/19**



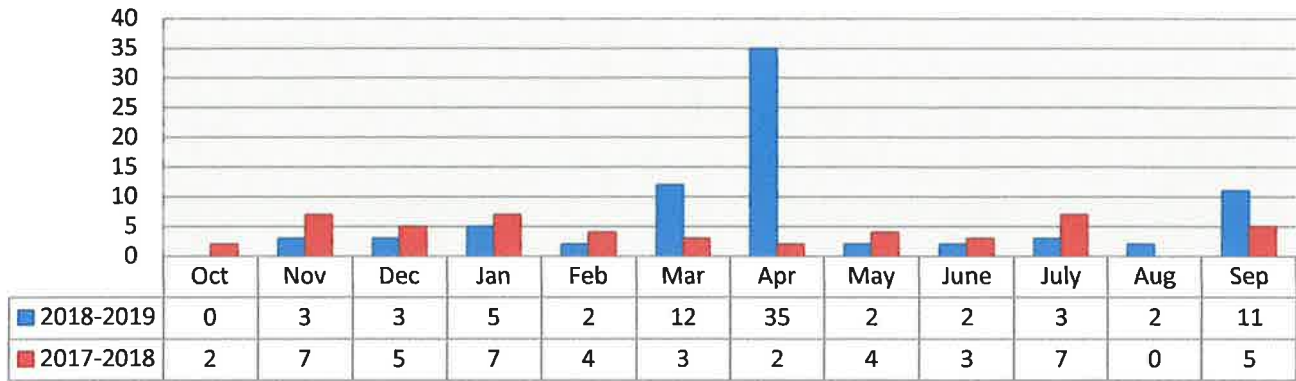
**Trash, Grass, Debris**  
**2017/18 vs 2018/19**



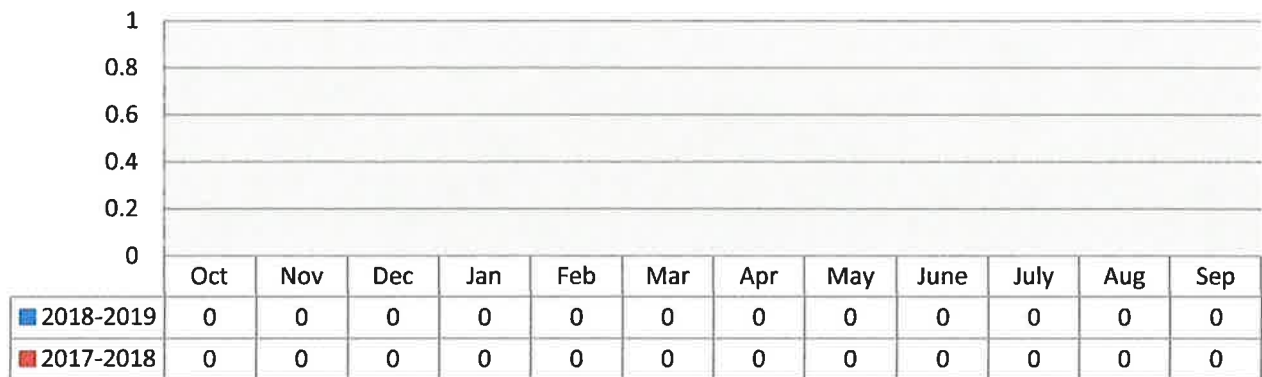
**Vehicle, Boat & RV Related**  
**2017/18 vs 2018/19**



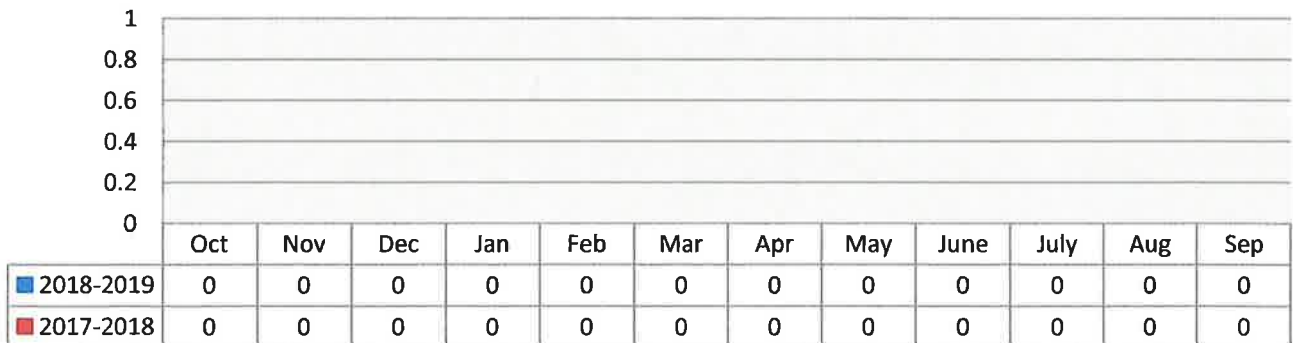
**Permitting**  
**(Building, Garage Sales, Tree, Vehicle Sales, Occupational, Rental)**  
**2017/18 vs 2018/19**



**Cases Presented to CEH**  
**2017/18 vs 2018/19**



**Cases Adjudicated & Fined**  
**2017/18 vs 2018/19**



# Address by District

(09/04/2019 through 10/01/2019)

10/4/2019

8:38 AM

District	StreetName	CodeViolation	Status	CodeOfficer
1	CROSS LAKE	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
1	GRAMONT	POD - Portable Storage Unit - NO PERMIT	CLOSED COMPLIANCE	WINTERS
1	GRAMONT	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
1	LOUVRE	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
1	MONET	PARKING OF TRAILER	CLOSED COMPLIANCE	WINTERS
1	MONET	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
1	MONET	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
1	MORTIER	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
1	ST. MARIE	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
1	ST. MARIE	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
2	AVOCADO	LANDSCAPING - CITY PROPERTY	CLOSED REFERRED OUT	WINTERS
2	HOFFNER	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
2	HOFFNER	NO PERMIT - RENTAL REGISTRATION	NOV ISSUED - OPEN	WINTERS
2	PARKWAY	NO PERMIT - RENTAL REGISTRATION	CLOSED COMPLIANCE	WINTERS
3	COLLEEN	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
3	IDAHO	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
3	IDAHO	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
3	LAKE	NO PERMIT - TREE REMOVAL	CLOSED UNFOUNDED	WINTERS
3	MATCHETT	PARKING OF RV	CLOSED COMPLIANCE	WINTERS
3	MCCOY	HIGH GRASS/WEEDS	NOV ISSUED - OPEN	WINTERS



District	StreetName	CodeViolation	Status	CodeOfficer
6	MCCOY	PARKING OF CAR/TRUCK - COMMERCIAL	CLOSED COMPLIANCE	WINTERS
3	NEVADA	NO PERMIT - RENTAL REGISTRATION	CLOSED COMPLIANCE	WINTERS
3	PAM	HIGH GRASS/WEEDES	CLOSED COMPLIANCE	WINTERS
3	PAM	HIGH GRASS/WEEDES	CLOSED COMPLIANCE	WINTERS
3	STAFFORD	PARKING OF TRAILER	CLOSED COMPLIANCE	WINTERS
3	STAFFORD	OBSTRUCTING SIDEWALK	CLOSED COMPLIANCE	WINTERS
3	SWANN	HIGH GRASS/WEEDES	INVOICED - FINES IMPOSED	WINTERS
3	WIND WILLOW	HIGH GRASS/WEEDES	CLOSED COMPLIANCE	WINTERS
4	DAETWYLER	NO PERMIT - FENCE INSTALLATION	VERBAL	WINTERS
4	FLOWERTREE	HIGH GRASS/WEEDES	CLOSED COMPLIANCE	WINTERS
4	FLOWERTREE	HIGH GRASS/WEEDES	CLOSED COMPLIANCE	WINTERS
4	FLOWERTREE	HIGH GRASS/WEEDES	CLOSED COMPLIANCE	WINTERS
4	FLOWERTREE	HIGH GRASS/WEEDES	CLOSED COMPLIANCE	WINTERS
4	INDIAN	HIGH GRASS/WEEDES	CLOSED COMPLIANCE	WINTERS
4	SEMINOLE	PARKING OF TRAILER	CLOSED COMPLIANCE	WINTERS
4	SEMINOLE	PARKING OF WATERCRAFT/TRAILER - VACANT LOT	CLOSED COMPLIANCE	WINTERS
4	SEMINOLE	PARKING OF TRAILER - VACANT LOT	CLOSED COMPLIANCE	WINTERS
4	SEMINOLE	PARKING OF WATERCRAFT/TRAILER - VACANT LOT	CLOSED UNFOUNDED	WINTERS
5	INDIAN	NO PERMIT - RENTAL REGISTRATION	NOV ISSUED - OPEN	WINTERS
5	NELA	NO PERMIT - RENTAL REGISTRATION	CLOSED COMPLIANCE	WINTERS
5	NELA	PARKING OF TRAILER	CLOSED COMPLIANCE	WINTERS
5	NELA	HIGH GRASS/WEEDES	CLOSED COMPLIANCE	WINTERS
5	NELA	NO PERMIT - TREE REMOVAL	CLOSED UNFOUNDED	WINTERS

District	StreetName	CodeViolation	Status	CodeOfficer
6	ORANGE KNOLL	NO PERMIT - RENTAL REGISTRATION	CLOSED COMPLIANCE	WINTERS
5	STOCKBRIDGE	NO PERMIT - RENTAL REGISTRATION	CLOSED COMPLIANCE	WINTERS
6	PLAYA	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
6	PLAYA	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
7	CULLEN LAKE SHORE	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
7	DORIAN	PARKING OF CAR/TRUCK	CLOSED COMPLIANCE	WINTERS
7	DORIAN	PARKING OF TRAILER	CLOSED COMPLIANCE	WINTERS
7	DUBAN	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
7	PONCEAU	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
7	ST. MARIE	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS



# Orange County Fire Rescue Unit Activity in Belle Isle for September 2019

e.

<b>BELLE ISLE INCIDENT TOTAL</b>		<b>62</b>
<b>Total OCFR Units Used</b>	<b>129</b>	
<b>Total OCFR Transports</b>	<b>40</b>	

	EMS	Fire Service	Vehicle Accident
<b>Total</b>	50	6	6

Alarm #	Units	Date	Total Time	Call Type	Sta	Jurisdiction	Transport	REP DIST	LOCATION
<b>OF190088524</b>	R72	9/1/19	0:17:24	EMDB	72	Belle Isle		72733B	3538 CULLEN LAKE SHORE
<b>OF190088540</b>	E70	9/1/19	0:12:22	EMDD	70	Belle Isle		70736B	E OAK RIDGE RD/S ORANG
	R70	9/1/19	0:13:43	EMDD	70	Belle Isle		70736B	E OAK RIDGE RD/S ORANG
<b>OF190088959</b>	E70	9/2/19	0:25:54	EMDC	72	Belle Isle		72734B	5012 GRAN LAC AV, BI
	R53	9/2/19	0:02:12	EMDC	72	Belle Isle		72734B	5012 GRAN LAC AV, BI
	R70	9/2/19		EMDC	72	Belle Isle		72734B	5012 GRAN LAC AV, BI
	R72	9/2/19	0:49:24	EMDC	72	Belle Isle	YES	72734B	5012 GRAN LAC AV, BI
<b>OF190089001</b>	E70	9/2/19	0:22:33	EMDC	73	Belle Isle		73777B	3557 BRIGHTON PARK CIR
	R72	9/2/19	0:56:35	EMDC	73	Belle Isle	YES	73777B	3557 BRIGHTON PARK CIR
<b>OF190089149</b>	E70	9/2/19	0:19:43	EMDB	70	Belle Isle		70735B	5262 OAK ISLAND RD, BI
	R70	9/2/19	0:42:18	EMDB	70	Belle Isle	YES	70735B	5262 OAK ISLAND RD, BI
<b>OF190089161</b>	E72	9/2/19	0:02:05	EMDD	72	Belle Isle		72733B	5302 CHISWICK CIR, BI
	R72	9/2/19	0:02:05	EMDD	72	Belle Isle		72733B	5302 CHISWICK CIR, BI
<b>OF190089560</b>	E73	9/4/19	0:18:40	EMDD	73	Belle Isle		73777B	1934 MCCOY RD, BI
	R70	9/4/19	0:43:43	EMDD	73	Belle Isle	YES	73777B	1934 MCCOY RD, BI
<b>OF190089991</b>	E73	9/5/19	0:31:44	EMDB	70	Belle Isle		70773B	1853 MCCOY RD, BI
	R70	9/5/19	1:18:25	EMDB	70	Belle Isle	YES	70773B	1853 MCCOY RD, BI
<b>OF190090202</b>	E72	9/6/19	0:07:37	EMDD	72	Belle Isle		72733B	CONWAY RD/COVE DR
	R72	9/6/19	0:09:29	EMDD	72	Belle Isle		72733B	CONWAY RD/COVE DR
<b>OF190090331</b>	E72	9/6/19	0:18:27	EMDD	72	Belle Isle		72733B	4416 HOFFNER AV, BI
	R72	9/6/19	1:06:31	EMDD	72	Belle Isle	YES	72733B	4416 HOFFNER AV, BI
<b>OF190090439</b>	E72	9/6/19	0:03:15	EMDA	72	Belle Isle		72732B	4116 QUANDO DR, BI
	R72	9/6/19	0:35:18	EMDA	72	Belle Isle		72732B	4116 QUANDO DR, BI
<b>OF190090547</b>	E70	9/7/19	0:20:28	EMDD	70	Belle Isle		70773B	1713 WIND WILLOW RD, BI
	R70	9/7/19	0:57:10	EMDD	70	Belle Isle	YES	70773B	1713 WIND WILLOW R

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Alarm #	Units	Date	Total Time	Call Type	Sta	Jurisdiction	Transport	REP DIST	LOCATION	e.
<b>OF190090572</b>										
	E72	9/7/19	0:10:21	EMDA	72	Belle Isle		72733B	4416 HOFFNER AV, BI	
	R72	9/7/19	0:44:31	EMDA	72	Belle Isle	YES	72733B	4416 HOFFNER AV, BI	
<b>OF190090660</b>										
	E70	9/7/19	0:31:19	AA	70	Belle Isle		70769B	WARREN PARK, BI	
	R72	9/7/19	1:02:07	AA	70	Belle Isle	YES	70769B	WARREN PARK, BI	
<b>OF190090755</b>										
	E72	9/7/19	0:27:04	EMDD	72	Belle Isle		72734B	LAKE CONWAY ESTATES R	
	R71	9/7/19	0:20:38	EMDD	72	Belle Isle		72734B	LAKE CONWAY ESTATES R	
	R72	9/7/19	0:55:30	EMDD	72	Belle Isle	YES	72734B	LAKE CONWAY ESTATES R	
<b>OF190090884</b>										
	E73	9/8/19	0:32:41	EMDD	73	Belle Isle		73777B	2323 MCCOY RD, BI	
	R70	9/8/19	1:09:01	EMDD	73	Belle Isle	YES	73777B	2323 MCCOY RD, BI	
<b>OF190090907</b>										
	E70	9/8/19	0:17:45	EMDD	70	Belle Isle		70735B	2044 HOFFNER AV, BI	
	R70	9/8/19	1:06:38	EMDD	70	Belle Isle	YES	70735B	2044 HOFFNER AV, BI	
<b>OF190090931</b>										
	E73	9/8/19	0:30:33	EMDD	70	Belle Isle		70773B	1875 MCCOY RD, BI	
	R70	9/8/19	1:09:42	EMDD	70	Belle Isle	YES	70773B	1875 MCCOY RD, BI	
<b>OF190091130</b>										
	E73	9/8/19	0:19:13	EMDB	73	Belle Isle		73777B	1934 MCCOY RD, BI	
	R72	9/8/19	0:57:41	EMDB	73	Belle Isle	YES	73777B	1934 MCCOY RD, BI	
<b>OF190091773</b>										
	E72	9/10/19	0:17:39	EMDD	72	Belle Isle		72733B	4400 HOFFNER AV, BI	
	R72	9/10/19	0:35:30	EMDD	72	Belle Isle		72733B	4400 HOFFNER AV, BI	
<b>OF190091906</b>										
	E72	9/10/19	0:25:15	EMDD	72	Belle Isle		72733B	5287 JADE CIR, BI	
	R72	9/10/19	0:58:19	EMDD	72	Belle Isle	YES	72733B	5287 JADE CIR, BI	
<b>OF190091987</b>										
	E72	9/11/19	0:13:38	EMDC	72	Belle Isle		72733B	5127 ST GERMAIN AV, BI	
	R72	9/11/19	1:00:00	EMDC	72	Belle Isle	YES	72733B	5127 ST GERMAIN AV, BI	
<b>OF190092055</b>										
	E72	9/11/19	0:22:39	EMDC	72	Belle Isle		72733B	4916 DARDEN AV, BI	
	R71	9/11/19	1:24:47	EMDC	72	Belle Isle	YES	72733B	4916 DARDEN AV, BI	
<b>OF190092182</b>										
	E70	9/11/19	0:19:10	EMDD	70	Belle Isle		70773B	1701 PERKINS RD, BI	
	R70	9/11/19	0:58:49	EMDD	70	Belle Isle	YES	70773B	1701 PERKINS RD, BI	
<b>OF190092484</b>										
	E72	9/12/19	0:24:33	WTR SALV	72	Belle Isle		72732B	4222 PLAYA CT, BI	
<b>OF190092508</b>										
	B4	9/12/19	0:06:39	AA	72	Belle Isle		72733B	CONWAY RD/COVE DR	
	CPT4	9/12/19	0:06:14	AA	72	Belle Isle		72733B	CONWAY RD/COVE DR	
	E70	9/12/19	0:06:25	AA	72	Belle Isle		72733B	CONWAY RD/COVE DR	
	E72	9/12/19	0:23:25	AA	72	Belle Isle		72733B	CONWAY RD/COVE DR	
	R71	9/12/19	1:11:40	AA	72	Belle Isle	YES	72733B	CONWAY RD/COVE DR	
	SQ4	9/12/19	0:06:10	AA	72	Belle Isle		72733B	CONWAY RD/COVE DR	
<b>OF190092663</b>										
	E70	9/13/19	0:15:13	AA	70	Belle Isle		70736B	HANSEL AV/E OAK RIDGE F	
	R70	9/13/19	0:15:13	AA	70	Belle Isle		70736B	HANSEL AV/E OAK RIDGE F	
<b>OF190093106</b>										
	E73	9/14/19	0:36:59	EMDB	73	Belle Isle		73777B	2488 TRENTWOOD BLVD, E	
	R70	9/14/19	0:37:10	EMDB	73	Belle Isle		73777B	2488 TRENTWOOD BLVD, E	
<b>OF190093359</b>										
	E70	9/14/19	0:16:28	EMDD	72	Belle Isle		72734B	3018 HOFFNER AV, BI	40

Alarm #	Units	Date	Total Time	Call Type	Sta	Jurisdiction	Transport	REP DIST	LOCATION
	R71	9/14/19	1:00:42	EMDD	72	Belle Isle	YES	72734B	3018 HOFFNER AV, BI
<b>OF190093541</b>									
	E70	9/15/19	0:34:30	EMDB	73	Belle Isle		73777B	2488 TRENTWOOD BLVD, E
	R72	9/15/19	1:17:30	EMDB	73	Belle Isle	YES	73777B	2488 TRENTWOOD BLVD, E
<b>OF190093906</b>									
	E70	9/16/19	0:21:25	AA	72	Belle Isle		72734B	HOFFNER AV/GRAN LAC A
	R51	9/16/19	0:45:57	AA	72	Belle Isle	YES	72734B	HOFFNER AV/GRAN LAC A
	R71	9/16/19	0:03:22	AA	72	Belle Isle		72734B	HOFFNER AV/GRAN LAC A
	R72	9/16/19	0:54:13	AA	72	Belle Isle	YES	72734B	HOFFNER AV/GRAN LAC A
<b>OF190094246</b>									
	R72	9/17/19	0:18:31	AMA	72	Belle Isle		72733B	3726 ROTHBURY DR, BI
<b>OF190094320</b>									
	E70	9/17/19	0:04:58	AA	70	Belle Isle		70736B	E OAK RIDGE RD/S ORANG
	R70	9/17/19	1:11:49	AA	70	Belle Isle	YES	70736B	E OAK RIDGE RD/S ORANG
<b>OF190094323</b>									
	E70	9/17/19	0:02:22	EMDA	72	Belle Isle		72733B	5190 CONWAY RD, BI
	R72	9/17/19	0:45:40	EMDA	72	Belle Isle	YES	72733B	5190 CONWAY RD, BI
<b>OF190094355</b>									
	E70	9/17/19	0:09:11	EMDB	70	Belle Isle		70769B	SEMINOLE DR/WARREN P/
	R72	9/17/19	0:13:22	EMDB	70	Belle Isle		70769B	SEMINOLE DR/WARREN P/
<b>OF190094363</b>									
	E70	9/17/19	0:05:39	EMDD	70	Belle Isle		70769B	SEMINOLE DR/WARREN P/
	R70	9/17/19	0:00:15	EMDD	70	Belle Isle		70769B	SEMINOLE DR/WARREN P/
	R72	9/17/19	0:45:49	EMDD	70	Belle Isle	YES	70769B	SEMINOLE DR/WARREN P/
<b>OF190094560</b>									
	E72	9/18/19	0:11:06	EMDB	72	Belle Isle		72733B	4400 HOFFNER AV, BI
	R70	9/18/19	0:10:40	EMDB	72	Belle Isle		72733B	4400 HOFFNER AV, BI
<b>OF190094623</b>									
	E72	9/18/19	0:06:56	AFA	72	Belle Isle		72733B	3714 ST MORITZ ST, BI
<b>OF190095120</b>									
	E73	9/20/19	0:20:58	EMDC	70	Belle Isle		70773B	2121 MCCOY RD, BI
	R70	9/20/19	0:56:29	EMDC	70	Belle Isle	YES	70773B	2121 MCCOY RD, BI
<b>OF190095574</b>									
	R70	9/21/19	0:05:58	AMA	72	Belle Isle		72732B	4202 PLAYA CT, BI
<b>OF190095885</b>									
	E72	9/22/19	0:09:16	PUBASST	72	Belle Isle		72732B	4219 BELLE GROVE CT, BI
<b>OF190096023</b>									
	E70	9/22/19	0:07:03	AFA	70	Belle Isle		70773B	1607 PERKINS RD, BI
<b>OF190096126</b>									
	E73	9/23/19	0:10:26	EMDD	70	Belle Isle		70773B	2121 MCCOY RD, BI
	R53	9/23/19	0:10:17	EMDD	70	Belle Isle		70773B	2121 MCCOY RD, BI
<b>OF190096264</b>									
	E70	9/23/19	0:14:44	AA	70	Belle Isle		70735B	2022 HOFFNER AV, BI
	R70	9/23/19	0:18:44	AA	70	Belle Isle		70735B	2022 HOFFNER AV, BI
<b>OF190096301</b>									
	E51	9/23/19	0:28:46	EMDD	70	Belle Isle		70736B	5903 RANDOLPH AV, BI
	R70	9/23/19	0:29:39	EMDD	70	Belle Isle		70736B	5903 RANDOLPH AV, BI
<b>OF190096452</b>									
	E70	9/23/19	0:26:20	EMDC	70	Belle Isle		70773B	1624 COLLEEN DR, BI
	R53	9/23/19	0:03:58	EMDC	70	Belle Isle		70773B	1624 COLLEEN DR, BI
	R70	9/23/19	1:19:38	EMDC	70	Belle Isle	YES	70773B	1624 COLLEEN DR, BI
<b>OF190096528</b>									
	E70	9/24/19	0:02:42	EMDD	72	Belle Isle		72733B	3909 ISLE VISTA AV, B
	E72	9/24/19	0:25:09	EMDD	72	Belle Isle		72733B	3909 ISLE VISTA AV, B

<u>Alarm #</u>	<u>Units</u>	<u>Date</u>	<u>Total Time</u>	<u>Call Type</u>	<u>Sta</u>	<u>Jurisdiction</u>	<u>Transport</u>	<u>REP DIST</u>	<u>LOCATION</u>	
	R51	9/24/19	1:20:26	EMDD	72	Belle Isle	YES	72733B	3909 ISLE VISTA AV, BI	e.
<b>OF190096656</b>	E70	9/24/19	0:19:43	EMDD	70	Belle Isle		70773B	1851 WIND HARBOR RD, BI	
	R70	9/24/19	1:07:48	EMDD	70	Belle Isle	YES	70773B	1851 WIND HARBOR RD, BI	
<b>OF190096714</b>	E70	9/24/19	0:09:25	AFA	70	Belle Isle		70736B	1307 E WALLACE ST, BI	
<b>OF190096736</b>	E70	9/24/19	0:21:55	EMDA	70	Belle Isle		70769B	2306 TRACE AV, BI	
	R51	9/24/19	1:03:59	EMDA	70	Belle Isle	YES	70769B	2306 TRACE AV, BI	
<b>OF190096756</b>	E72	9/24/19	0:20:56	EMDB	72	Belle Isle		72733B	5126 DARDEN AV, BI	
	R72	9/24/19	1:11:16	EMDB	72	Belle Isle	YES	72733B	5126 DARDEN AV, BI	
<b>OF190096801</b>	E72	9/25/19	0:08:34	EMDB	72	Belle Isle		72733B	HOFFNER AV/CONWAY RD	
	R72	9/25/19	0:08:14	EMDB	72	Belle Isle		72733B	HOFFNER AV/CONWAY RD	
<b>OF190096906</b>	E72	9/25/19	0:25:20	EMDD	72	Belle Isle		72733B	5060 CONWAY RD, BI	
	R72	9/25/19	1:13:59	EMDD	72	Belle Isle	YES	72733B	5060 CONWAY RD, BI	
<b>OF190097061</b>	E73	9/25/19	0:19:22	EMDD	70	Belle Isle		70773B	7416 LAKE DR, BI	
	R70	9/25/19	0:52:26	EMDD	70	Belle Isle	YES	70773B	7416 LAKE DR, BI	
<b>OF190097210</b>	E72	9/26/19	0:16:00	EMDC	72	Belle Isle		72733B	5019 MONET AV, BI	
	R72	9/26/19	0:55:57	EMDC	72	Belle Isle	YES	72733B	5019 MONET AV, BI	
<b>OF190097297</b>	E70	9/26/19	0:20:13	EMDA	70	Belle Isle		70736B	5903 RANDOLPH AV, BI	
	R70	9/26/19	1:01:38	EMDA	70	Belle Isle	YES	70736B	5903 RANDOLPH AV, BI	
<b>OF190097374</b>	E72	9/26/19	0:16:38	EMDA	72	Belle Isle		72733B	3514 ST MORITZ ST, BI	
	R70	9/26/19	0:56:45	EMDA	72	Belle Isle	YES	72733B	3514 ST MORITZ ST, BI	
<b>OF190097702</b>	E73	9/27/19	0:27:51	ELVRESN	73	Belle Isle		73777B	1936 MCCOY RD, BI	
<b>OF190098225</b>	E73	9/29/19	0:26:04	EMDD	73	Belle Isle		73777B	2323 MCCOY RD, BI	
	R70	9/29/19	1:17:17	EMDD	73	Belle Isle	YES	73777B	2323 MCCOY RD, BI	
<b>OF190098229</b>	E72	9/29/19	0:18:16	EMDD	72	Belle Isle		72733B	CONWAY RD/COVE DR	
	R72	9/29/19	0:09:31	EMDD	72	Belle Isle		72733B	CONWAY RD/COVE DR	
<b>OF190098641</b>	E70	9/30/19	0:38:40	EMDC	70	Belle Isle		70773B	1803 WIND DRIFT RD, BI	
	R51	9/30/19	0:08:29	EMDC	70	Belle Isle		70773B	1803 WIND DRIFT RD, BI	
	R52	9/30/19	1:01:12	EMDC	70	Belle Isle	YES	70773B	1803 WIND DRIFT RD, BI	
<b>OF190098822</b>	E70	9/30/19	0:26:58	EMDD	72	Belle Isle		72733B	5109 MORTIER AV, BI	
	R71	9/30/19	1:03:31	EMDD	72	Belle Isle	YES	72733B	5109 MORTIER AV, BI	

<u>Alarm #</u>	<u>Units</u>	<u>Date</u>	<u>Total Time</u>	<u>Call Type</u>	<u>Sta</u>	<u>Jurisdiction</u>	<u>Transport</u>	<u>REP DIST</u>	<u>LOCATION</u>
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e.

**SERVICE AREA   INCIDENT TOTAL   62**

**Total OCFR Units Used   129**

**Total OCFR Transports   40**

	EMS	Fire Service	Vehicle Accident
Total	50	6	6

43



## CITY OF BELLE ISLE, FL

1600 NELA AVENUE, BELLE ISLE, FL 32809 \* TEL 407-851-7730

### MEMORANDUM

From the Desk of Bob Francis, City Manager

**To:** Mayor and Council  
**Date:** October 8, 2019  
**Re:** Lake Conway Navigation Board Meeting

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**NOTE:** This memo is to provide information only and is NOT an official record of the Lake Conway Navigation Board Meeting. Please refer to the Lake Conway Navigation Board adopted minutes for the official record.

Synopsis of the October 8, 2019 Lake Conway Navigation Board Meeting

1. Public Comment: None
2. Comments from the Chairman: Chair Guthrie stated that the County is still working on filling the vacancy on the Board.
3. EPD Report:
  - a. Board Vacancy: Ms. Urbanik stated she will be contacting the Commissioner's Office to ask when the Board position may be filled.
  - b. Stormwater Study: Ms. Urbanik stated that the study may be done by December. They plan on having a public meeting to go over the study. Postcards will be sent to residents with information on the public meeting.
  - c. Ms. Urbanik stated that she compared the Aquatic Weed Control with the City and with Orange County's contract. She stated that the County cannot pick up the beach raking or herbicide treatment along the shore, but there was some treatment they might be able to pick up for the City near the Nela Bridge. She is also getting clarification on whether the outfalls could be treated under the county contract with Aquatic Weed Control. She and the City Manager will discuss this more.
  - d. The Board asked about the prolific growth of weeds in the lake. Ms. Urbanik stated that it is Illinois Pond Weed which is non-invasive and native to Florida. FWC will not allow any treatment of this weed, but Ms. Urbanik stated that once the water cools down, the weeds will die back.
  - e. Ms. Urbanik stated that she is working with Orange County Parks and Recreation to put informational kiosks at the county ramps.



4. Marine Patrol Report: Marine Patrol Lowers gave the monthly report (attached). He and Sgt. Westerberg of the Orange County Marine Unit explained that due to the possibility of “profiling” the OCSO will no longer separate PWC activity from vessels. When asked if BIPD will continue to report both, separately, Acting Deputy Chief Millis stated they would until he could have a discussion with Chief Houston. CPL Bowers stated that he will report what he is given. The Board recommended that BIPD also combine PWC reporting with Vessels.

The subject was raised again by Board Member Blackton regarding patrol hours and discussing that OCSO gets more hours because they reciprocate by giving the NAV Board "free" hours. Mr. Blackton also brought up that he has been opposed to BIPD even being involved in the water since BIPD began participating and didn't understand why BIPD was involved. He stated the OCSO has much more assets than BIPD and that if a cost study was done, then it would be less expensive to have OCSO do marine patrol. He suggested there could be a cost savings there and they would look at it during the next budget. Acting Deputy Chief Millis stated that BIPD also has a marine unit on the water every weekend that is paid for by the city. Ms. Urbanik handed out a report on the hours and cost of the OCSO patrol and BIPD patrol that the Nav Board pays for, but the Board wanted additional information.

Mr. Blackton made a motion, which passed, asking for an hour and cost comparison for both OCSO and BIPD for marine patrol to be discussed at the next board meeting.

During the discussion, Mr. Blackton stated that it is not the responsibility of the Nav Board to have, or pay for, a marine patrol on the lakes. He also stated that it is not the Nav Board responsibility to spray or dredge the canals off the lakes. Mr. Meloon disagreed with Mr. Blackton but no further action was taken.

5. Advisory Member Reports: None
6. Water Elevation Report: Mr. David Woods provided a synopsis of the water report. The chart is attached.
7. Non-Agenda Items: District 3 Commissioner Mayra Uribe Addressed the Board stating she is working with Representative Eskamani on a survey that tries to address some of the problems they are having on the lake. Once the results of the survey are in, she and Representative Eskamani will develop a plan they could take to the legislature and FWC.

Com. Uribe is also working with OC Parks and Recreation to have “No Loitering” signs posted at the county ramps. The Board also asked if signs could be placed at Warren park so boaters do not moor there.

She also announced that there will be a Kid's Fishing Day to be held at Warren Park on October 19<sup>th</sup>. Her office will be publishing a flyer with more information on the event.

8. The meeting adjourned at 7:45 PM.

Attachments

- Nav Board Agenda
- Minutes of 9/18/19 Meeting
- BIPD & OCSO Marine Report
- Marine Patrol Hours comparison
- Lake Report (Chart)

**Lake Conway Water and Navigation Control District  
Advisory Board Regular Meeting  
Orange County Facilities Management Training Room  
September 18, 2019**

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**Board Members Present:** Frances Guthrie (Chair), Gary Meloon (Vice Chair), Bobby Lance, and Micky Blackton

**Board Members Absent:** None

**Staff & Guests:** Tara Urbanik, Orange County Environmental Protection Division (EPD); Chief Aide Cortez Whatley, District 3, Orange County Board of County Commissioners (BCC); Sergeant Fred Westerberg, Orange County Sheriff's Office (OCSO); Corporal Bim Lowers, Orange County Sheriff's Office (OCSO); City Manager Bob Francis, City of Belle Isle; Sergeant Ivar Ruiz, City of Belle Isle Police Department

**Residents:** Woody Johnson and Cindy Lance

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**I. Call to Order**

With a quorum present, Francis Guthrie called the meeting of the Lake Conway Water and Navigation Control District Advisory Board (Advisory Board) to order at 6:30 p.m.

**II. Approval of the August 13, 2019 Meeting Minutes**

**Upon a motion by Micky Blackton, seconded by Gary Meloon, and carried with all present members voting AYE by voice vote; the Advisory Board approved the August 13, 2019 meeting minutes.**

**III. Public Comment on Propositions before the Advisory Board**

Chair Guthrie received two public comment requests. Bob Francis, City Manager of Belle Isle, requested to speak on three topics: The Fecal Coliform sampling parameter being removed from the State of Florida Water Quality Rule, the City of Belle Isle contract with Aquatic Weed Control contractor, and the off-duty patrol hours. Ms. Urbanik stated she would research and bring back to the Advisory Board, information regarding the Rule change, and will compare the lake management services paid for by the County and City, and discuss any possible duplication of aquatic plant management efforts on the Conway Chain of Lakes. Mr. Francis additionally requested if the Belle Isle Police Department (BIPD) can patrol the lake with the unused hours from the Orange County Sheriff's Office (OCSO). The off-duty patrol hours will be discussed during Marine Patrol Report. District 3 Commissioner's Chief Aide Whatley stated District 3 has been in contact with State Representative Eskamani's office regarding concerns regarding Lake Conway. It is understood that the County has limited enforcement authority on the lake. District 3 is planning on sending out a survey to the affected residents to receive their feedback to bring forward to the legislative session.

**IV. Comments of the Chair**

Chair Guthrie apologized she could not attend the August meeting, and she is still planning on meeting with the Orange County Attorney's Office.

**V. Orange County EPD Report**

Ms. Urbanik stated the Orange County Parks Department was receptive to placing additional educational signage at the Orange County public boat ramps, she will reach out to the Advisory Board members for their individual input.

**VI. Marine Patrol Report**

Corporal Lowers presented the marine patrol report. Sergeant Westerberg addressed the request to transfer the unused OCSO hours to the BIPD. The Advisory Board has placed a schedule limitation on the allotted hours the off-duty officers can patrol, and he would like to see the limitation relaxed to allow the County to patrol additional hours. Discussion ensued.

For the month of August the following activities were reported:

- 6 boating citations
- 26 Personal Water Craft (PWC) citations
- 40 boating warnings
- 53 PWC warnings
- 46 vessel inspections

**VII. Advisory Board Member Report**

- Chair Francis Guthrie: No comment.
- Vice Chair Gary Meloon: Mr. Meloon heard that a septic tank near his neighborhood was overflowing into the lake. Mr. Francis stated there was a property in that area that had a faulty tank, but the tank was already replaced.
- Bobby Lance: Mr. Lance inquired if a new Advisory Board member has been appointed yet and if the Advisory Board could return to a seven member Advisory Board to assist in a non-quorum situation. Ms. Urbanik stated the number of member seats are dictated by State Legislation and it is not likely they could have a seven member advisory board.
- Micky Blackton: No comment.

**VIII. Lake Conway Water Elevation Report**

No report was presented.

**IX. Non-Agenda Items**

No items presented.

**X. Meeting Adjourned**

Chair Guthrie adjourned the meeting at 7:35 p.m.

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Frances Guthrie, Chair

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Date



Orange County Sheriff's Office & Belle Isle Police Department

Sep-19

	OCSO	BIPD	OCSO	BIPD	OCSO	OCSO	BIPD	OCSO	OCSO	BIPD	OCSO	OCSO	BIPD	OCSO	OCSO	Total
1	2	5	6	7	8	12	14	14	15	18	21	22	26	28	29	19

## Arrests

Felony  
Misdemeanor  
Warrant Arrests

[illegible]

## Productivity

Field Intelligence Reports  
Dispatched Calls for Service  
Reports Written  
Vessel Accidents  
Vessels Observed on Lake  
Vessel Stops  
Vessel Citations Issued  
PWC Citations  
Vessel Warnings Issued  
PWC Warnings  
Vessel Inspections  
Ramp Checks  
Patrol Assists/Back-Ups

[illegible]

Hours Worked

8	9	2	2	8	10	8	4	8	8	8	4	8	10	8	4	8	10	10		
8	9	2	2	8	10	8	4	8	8	8	4	8	10	8	4	8	10	10		

## Comments:

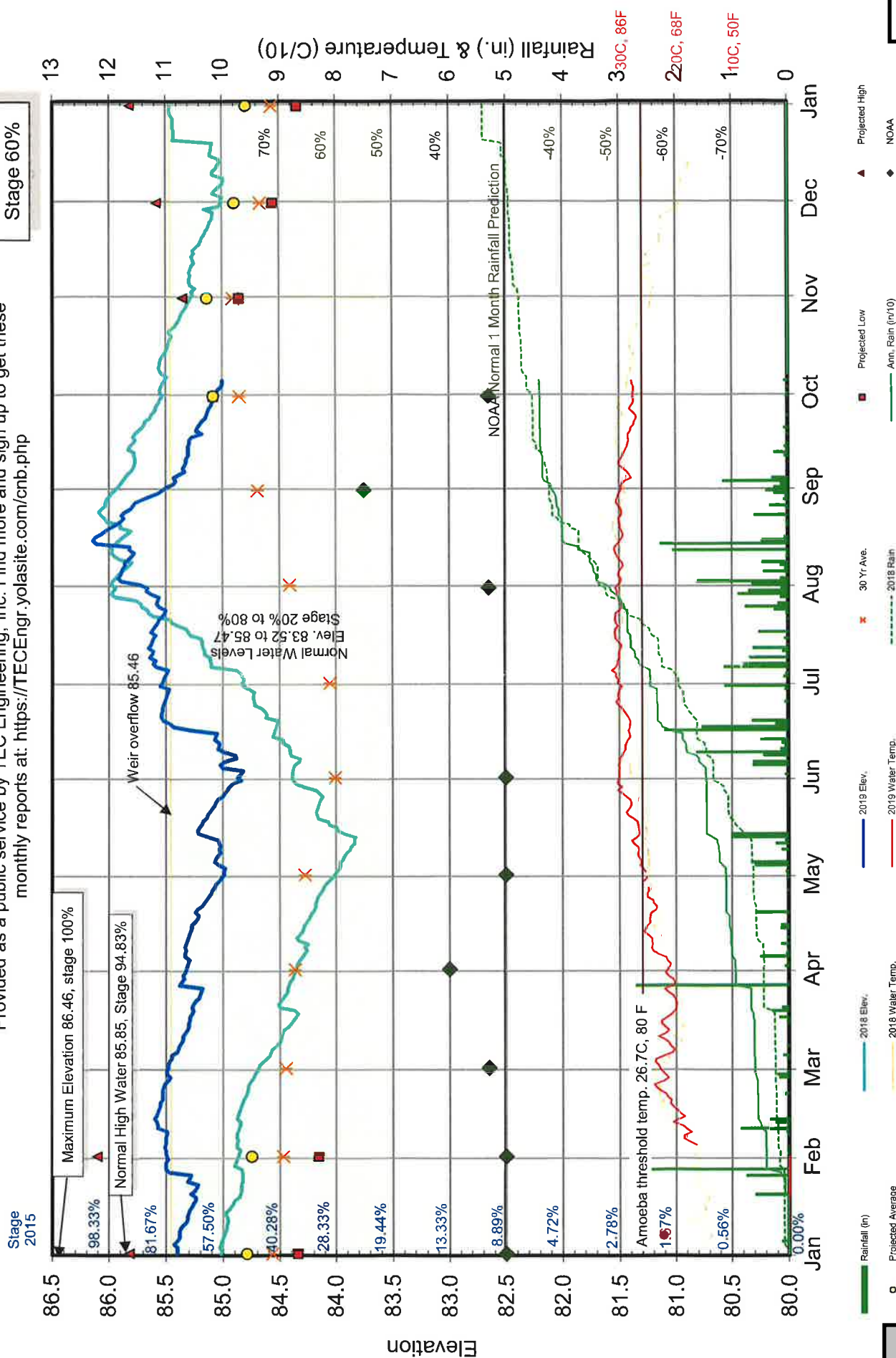
09/07 - Single boat accident on Big Lake Conway, passenger transported to ORMC. Operator cited for careless operation, stops, citations and warnings categorized as vessels.

All OCSO

## Lake Conway 2019 Elevations (NAVD 88)

Provided as a public service by TEC Engineering, Inc. Find more and sign up to get these monthly reports at: <https://TECEngr.yolasite.com/cnb.php>

9/30/19  
Elev 85.08  
Stage 60%



The Lake Conway Advisory Board Approved OCSO 1200 hours & BIPD 300 hours. Total of \$91,029.30 for FY 18/19 for Off Duty Patrol Services

Off Duty Lake Patrol Services \$50.00/hr

Equipment Charges \$6.00/hr

Admin Fees \$50.00/hr

FICA 7.65%

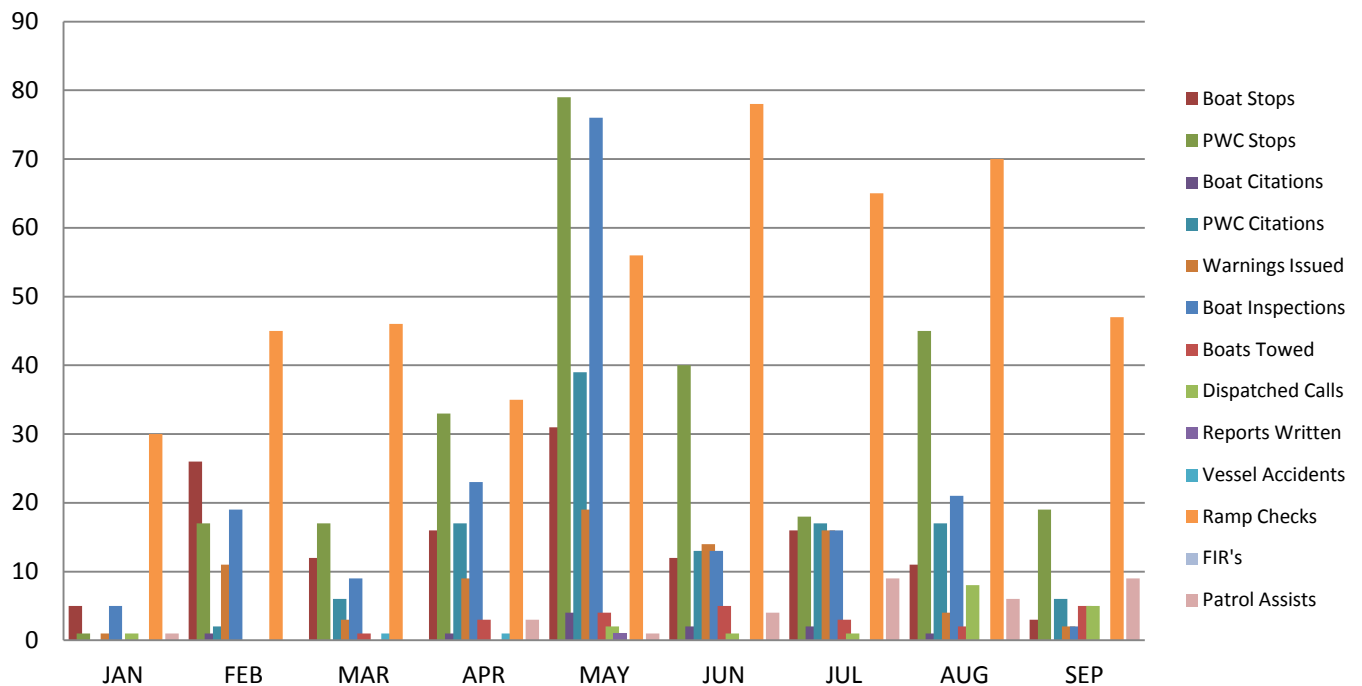
Line Item	FY 18/19 Hours on PO	Monthly Invoiced Hours for Off-Duty Patrol												FY 18/19 Hours Invoiced	FY 18/19 Total Cost
		Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19		
OCSO Patrol	1200	44	66	73.5	59.5	64	85	87.5	78	101	82	97	96	933.5	\$46,675.00
Equipment Charges	1200	44	66	73.5	59.5	64	85	87.5	78	101	82	97	96	933.5	\$5,601.00
Admin	24	1	2	2	2	2	2	2	2	2	2	2	2	23	\$1,150.00
FICA taxes	4681.8	172.1	260.1	288.79	235.2	252.45	332.78	342.34	306	393.98	321.3	378.68	374.85	3658.64	\$3,658.64
<b>subtotal</b>															<b>\$57,084.64</b>
BIPD Patrol	300	15	15	35	20	15	20	16.25	36.5	21	20	40	41	294.75	\$14,737.50
Equipment Charges	300	15	15	35	20	15	20	16.25	36.5	21	20	40	41	294.75	\$1,768.50
FICA taxes	1147.5	57.38	57.38	133.88	76.5	57.38	76.5	62.16	139.61	80.33	76.5	153	156.83	1127.45	\$1,127.45
<b>subtotal</b>															<b>\$17,633.45</b>
<b>Totals</b>	<b>1500</b>													<b>1228.25</b>	<b>\$74,718.09</b>

Cost comparison of off duty patrolled public access chain of lakes			
Chain	Surface acres	Total cost of off duty patrol	
		Cost per acre	
Conway Chain of Lakes	1,837	\$74,718	\$40.67/acre
Butler Chain of Lakes	5,040	\$131,667	\$26.12/acre

## MARINE PATROL STATS 2019

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
<b>Patrol Activity</b>													<b>Total</b>
Boat Stops	5	26	12	16	31	12	16	11	3				132
PWC Stops	1	17	17	33	79	40	18	45	19				269
Boat Citations	0	1	0	1	4	2	2	1					11
PWC Citations	0	2	6	17	39	13	17	17	6				117
Warnings Issued	1	11	3	9	19	14	16	4	2				79
Boat Inspections	5	19	9	23	76	13	16	21	2				184
Boats Towed	0	0	1	3	4	5	3	2	5				23
Dispatched Calls	1	0	0	0	2	1	1	8	5				18
Reports Written	0	0	0	0	1	0	0	0	0				1
Vessel Accidents	0	0	1	1	0	0	0	0	0				2
Ramp Checks	30	45	46	35	56	78	65	70	47				472
FIR's	0	0	0	0	0	0	0	0	0				0
Patrol Assists	1	0	0	3	1	4	9	6	9				33
<b>Arrests</b>													
Felony	0	0	0	0	0	0	0	0	0				0
Misdemeanor	0	0	0	0	0	0	0	0	0				0
BUI	0	0	0	0	0	0	0	0	0				0

## MARINE PATROL STATS 2019







## CITY OF BELLE ISLE, FL

1600 NELA AVENUE, BELLE ISLE, FL 32809 \* TEL 407-851-7730

### MEMORANDUM

From the Desk of Bob Francis, City Manager

**To:** Mayor and Council  
**Date:** October 15, 2019  
**Re:** Wallace Field

At two previous Council meetings, discussions were held on the FY2019-2020 Budget and regarding Wallace Field and the use agreement between the City and Cornerstone Charter Academy (CCA). At both meetings, Commissioner Gold stated that the City Council purchased the Wallace Field on the request and recommendation from former Mayor Bill Brooks. Commissioner Gold further stated that Mr. Brooks recommended that the City use the incremental rent fund monies to purchase the property. The incremental rent fund monies are those funds used by the City for maintenance and repair to the Cornerstone Charter Academy.

The staff reviewed the minutes of the March 30, 2016 Special Council meeting and it is stated in the minutes that Mr. Brooks did make that recommendation (See Mayor's Report, page 3). Those minutes are attached to this memorandum. The staff further reviewed the minutes of the April 12, 2016 meeting which was the meeting where the actual purchase of the land was made. Of interest is the accounting of the incremental rent fund prior to and the remaining balance after the purchase of the land (Question 1, page2). These minutes are also attached. The staff also reviewed the minutes of the May 3, 2016 meeting. Under comments from the public, Mr. Shuck addressed Council on the Council's decision to purchase the Wallace Property using the incremental rent fund monies. He stated that his concern was with the incremental rent fund being used for the purchase of the property and fears it may put the City in a negative position should major repairs arise. It should be noted that at any time during the discussion of the Incremental Rent Fund, no one brought up specifically that the incremental rent funds were to be used for maintenance and repair to the CCA facilities. Had this discussion taken place about what the fund was to be used for and how much it would be depleted, or the public known about using this fund, would the outcome have changed?

As it turned out, this is exactly what occurred. When the City replaced the HVAC system in 2018, there was not enough funds in the incremental rent fund and therefore the City had to borrow an additional \$250,000 to complete this repair.

Additionally, when word got out that the City used the money in the incremental rent fund to purchase the land and now there was not sufficient funds to make necessary repairs, the school community, the CCA Board, and the Belle Isle community, questioned the City's decision on using the fund. For the year

preceding the purchase, the City Council was constantly criticized for not having the funds to do necessary repairs to Cornerstone since they used the money to purchase the property.

In an effort to bring the two communities (Belle Isle and CCA) together and to stop the continuing criticism, the City Council, in 2018, passed a resolution to repay the fund in the amount of \$150,000 per year for five years and to restrict the use of the funds to repair CCA facilities according to the lease agreement.

Prior to this inquiry by Commissioner Gold, no one who was involved in this land purchase process surfaced any of these points to consider:

1. During this time, Mr. Brooks was not only the Mayor, but he was also the Chairman of the CCA Board. It was under his direction and authorization to allow the City to use the incremental funds to purchase the property.
2. During this time, that decision was also supported by then Commissioners Keith Van Dyke, Lydia Pisano, and Karl Shuck who were also member of the CCA Board. (This constituted a quorum of CCA Board at that time). No one spoke in opposition to using the incremental rent fund, nor did it seem a concern that using the funds would significantly decrease the fund balance.
3. It was not disclosed to the new Council, prior to the purchase of the land, how low the fund balance would be in the incremental rent fund after the purchase. Only Commissioner Shuck expressed a concern for the low fund balance under Citizens' Comments.
4. Continuing as recently as September 2019, the City was still be criticized by the current CCA Board for purchasing Wallace Field with incremental rent funds.

After review of the audio of the three meetings, a review of the three approved Council minutes (attached), and the points to consider above, the City Council should consider the following:

1. Rescind the Resolution that requires the transfer of \$150,000 from the General Fund to the Incremental Rent Fund, and request CCA, from its reserve fund, reimburse the City's General Fund for any funds transferred as a result of this resolution.
2. Since the decision to use this fund literally drained the Incremental Rent Fund to a low balance of \$76,708 as reported in the April 12, 2019 meeting, forcing the City to borrow an additional amount of \$250,000 for the replacement of the HVAC system in 2018, then request CCA pay this loan (and interest on the loan) out of the CCA's reserve fund.
3. Since it was the direction of the CCA Board Chair and a majority of the CCA Board to use funds from the Incremental Rent Fund and then for three years criticize the City for doing so, that the CCA Board of Directors issue a letter of apology to the City Council and to the CCA community for its continued unwarranted criticism of the City's decision to purchase the Wallace property. This letter should be posted to the CCA Website, the CCA Parents Facebook page and the City of Belle Isle Facebook page. It should be noted that those CCA Board Members who were appointed to the CCA Board after this event occurred, were not aware of these facts.



## city council minutes

**March 30, 2016 \* 9:00a.m.  
Special Workshop Session**

Mayor William G. Brooks	Frank Kruppenbacher City Attorney	Richard Anderson Interim City Manager	Ed Gold District 1	Keith VanDyke District 2	Karl Shuck District 3	Larry Ady District 4	Harv Readey District 5	Lydia Pisano District 6	Sue Nielsen District 7
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The Belle Isle City Council met in a regular session on March 30, 2016 at 9:00a.m. in the Belle Isle City Hall Council Chambers.

Present was:

Mayor Brooks  
Richard Anderson  
Commissioner Van Dyke  
Commissioner Gold  
Commissioner Readey  
Commissioner Shuck  
Vice Mayor Pisano  
Commissioner Nielsen

Absent was:

Commissioner Ady

Also present was Attorney Kruppenbacher, Chief Ring, Deputy Chief Houston and City Clerk Yolanda Quiceno.

### CALL TO ORDER

Mayor Brooks called the City Council meeting to order at 9:00 a.m. City Clerk confirmed quorum.  
Comm Nielsen gave the invocation and led the Pledge to the Flag.

### AWARD OF MERIT

Chief Ring recognized and presented the Award of Merit to Officer Brandon Cornwell for his performance during a vehicle pursuit which led to two arrests.

### CITIZEN COMMENTS

Mayor Brooks opened for Citizen Comments.  
There being no comments, Mayor Brooks closed the citizen's comments session.

### CAFR PRESENTATION

Matthew Lee, Auditor with McDermitt Davis presented the 2015 CAFR and spoke of the City's overall financial position.  
He provided the highlights of the report and stated,

- McDermitt Davis provided an unmodified Audit Opinion;
- General Fund balance increased \$487k to \$2.13m, or 45% of 2015 expenditures; good healthy reserve.
- Stormwater fund increased \$44k, to \$501k.
- City showed strong condition in financial monitoring as required by the Auditor General
- Management comment issued regarding continuing education due to new Auditor General Requirements.

He closed with presenting a five year progress of the City's overall financial position.

### CONSENT AGENDA

- Proclamation declaring the month of April as Water Conservation Month.

**Vice Mayor Pisano motioned to approve the Consent Agenda item.  
Comm Shuck seconded the motion, unanimously passed.**

**ORDINANCE 16-01 SECOND READING AND ADOPTION**

AN ORDINANCE OF THE CITY OF BELLE ISLE, FLORIDA, RELATED TO A VOLUNTARY ANNEXATION; MAKING CERTAIN FINDINGS; PROPOSING TO ANNEX THAT CERTAIN PROPERTY CONSISTING OF FOUR TAX PARCELS REFERENCED BY THEIR ORANGE COUNTY TAX PARCEL ID NUMBER AS FOLLOWS 29-23-30-0000-00-011, 29-23-30-0000-00-018, 29-23-30-0000-00-019 AND 29-23-30-0000-00-020, ALL AS MORE PARTICULARLY DESCRIBED HEREIN; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

City Manager Anderson said the applicant has asked that the ordinance be postponed for 30 days. The County has challenged the annexation due to a cell tower within the boundaries, not within the city limits. Mr. Anderson requested that Council postpone the second reading and adoption to May 3, 2016 at 6:00pm

**Vice Mayor Pisano motioned to postpone second reading and adoption to May 3, 2016.**

**Comm Van Dyke seconded the motion unanimously passed.**

**ORDINANCE 16-03 SECOND READING AND ADOPTION**

AN ORDINANCE OF THE CITY OF BELLE ISLE, FLORIDA, AMENDING THE BELLE ISLE CODE OF ORDINANCES, CHAPTER 4 SECTION 4-1 – BIRD SANCTUARY, BY ADDING A NEW PARAGRAPH ADOPTING THE FLORIDA ADMINISTRATIVE CODE (FAC) CH. 68A-19 RESTRICTED HUNTING AREAS, BIRD SANCTUARIES, AND CRITICAL WILDLIFE AREAS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

Mayor Brooks opened for public hearing.

- Anita E. Meade residing at 5019 La Croix Avenue, Belle Isle, FL asked if Ordinance 16-03 was to prevent individuals from hunting on the lake at Lake Conway Estates. Mr. Anderson said yes.

**There being no further discussion, Comm Van Dyke motioned to adopt Ordinance 16-03.**

**Comm Gold seconded the motion, which unanimously passed upon roll call.**

<b>Comm Van Dyke</b>	<b>aye</b>
<b>Comm Nielsen</b>	<b>aye</b>
<b>Comm Readey</b>	<b>aye</b>
<b>Vice Mayor Pisano</b>	<b>aye</b>
<b>Comm Shuck</b>	<b>aye</b>
<b>Comm Gold</b>	<b>aye</b>

**ORDINANCE 16-04 FIRST READING AND CONSIDERATION**

AN ORDINANCE OF THE CITY OF BELLE ISLE, FLORIDA; AMENDING CHAPTER 32, ARTICLE II OF THE BELLE ISLE CODE OF ORDINANCES PROVIDING FOR LOCAL IMPLEMENTATION OF THE WATER CONSERVATION RULE FOR LANDSCAPE IRRIGATION OF THE ST. JOHNS RIVER WATER MANAGEMENT DISTRICT; PROVIDING DEFINITIONS; PROVIDING LANDSCAPE IRRIGATION SCHEDULES; PROVIDING EXCEPTIONS TO THE LANDSCAPE IRRIGATION SCHEDULES; PROVIDING FOR VARIANCES FROM THE SPECIFIC DAY OF THE WEEK LIMITATIONS; PROVIDING FOR APPLICABILITY OF THE ORDINANCE; PROVIDING FOR ENFORCEMENT OF THE ORDINANCE; PROVIDING FOR PENALTIES FOR VIOLATION OF THE ORDINANCE; PROVIDING FOR CODIFICATION; PROVIDING FOR REPEAL OF ALL CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

Mayor Brooks asked how does this differ from what is currently in the code. Mr. Anderson said most of the ordinance is already enforced by the City however, St. Johns staff requested that the City adopt this ordinance to be unified with other municipalities across the St. Johns River. In addition, there are additional funding opportunities available and this adoption will comply with the application process.

**Comm Nielsen motioned to advance to second reading and adoption.**

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

**MAYOR'S REPORT**

Mayor Brooks thanked Vice Mayor Pisano for organizing the 1<sup>st</sup> Annual Easter Egg Hunt.

He further added that Mr. Altice is considering selling the open lot off of Matchett and would like to recommend that the City Council consider and authorize the City Manager to contact Mr. Altice for discussion to sell the property to the City, for a price to be determined, and schedule an appraisal. Given the fact that the City did not purchase the Texaco property he recommends that the City utilize the incremental rent fund monies to purchase the property. He thanked Council and the residents for allowing him to serve the City for 15 years.

**CITY MANAGER'S REPORT**

- City Manager Anderson reported that he has received a draft compensation plan for the City Manager position and will distribute for review and discussion prior to the next meeting. He noted that the plan creates procedures and processes that are necessary. Overall the proposed pay raise for all staff is pretty much aligned with what we currently have in place. He noted that there are a few positions that are below the pay rate, primarily some police officers starting pay, and the Deputy Chief of Police. He will discuss and recommend some position classification changes and adding personnel to the public works area.
- He met with St. Johns Water Management staff regarding Delia Beach and was advised that St. Johns will be starting new funding programs that may offset the cost, up to a third, for the project. He recommends that the City apply for the grant and wait until October before moving forward. With no objection he will move in that direction.
- Mr. Anderson will be meeting with the paving company to review city projects and will be starting the first week of April.
- The Seminole Nela lawsuits are going away and will move forward with construction of three homes. He has received the first plans for one of the three lots for review.
- Additionally, the City will wait until everyone is on board before rolling out the new Agenda Pal program.

**CITY ATTORNEY'S REPORT**

Attorney Kruppenbacher stated that the City has received a protest to the March 15 election. He is advising the City Clerk to forward all correspondence to Mr. Cowle's office pursuant to the Ordinance that was previously approved by Council. Additionally, it is his opinion that the appropriate way to challenge this election, pursuant to the Statute filings, will be to file with the Circuit Court.

Bill Cowles, Orange County Supervisor of Elections was present and agreed with Attorney Kruppenbacher's opinion.

Comm Shuck asked if the City Attorney is recommending that the ten day period contest to the election, per the Florida Statute, started last Friday. Attorney Kruppenbacher said yes, it started at midnight from the first day of certification by the Orange County Canvassing Board and the ten days end April 4<sup>th</sup>. Bill Cowles then noted that he would take the report from the City Clerk and provide to the Canvassing Board at the following meeting. Attorney Kruppenbacher clarified that it falls upon the person to file with the Circuit Court.

Comm Gold asked if the City has any ruling on this matter. Attorney Kruppenbacher said the code provisions can be interpreted many ways. However, the integrity of the election is ultimately protected by the independence of a Judge should it be contested.

Comm Shuck asked if the City Ordinance is basically meaningless as far as contesting before the City Council. Attorney Kruppenbacher said it is conflicting because the canvassing process was delegated to the Orange County Canvassing Board by Ordinance. Mayor Brooks clarified that the letter from Comm Shuck is compliant with the Charter provision, as well as the County provision of contesting. However, by virtue of that ordinance delegating canvassing authority to the County, the City took the path of the County to go through the Circuit Court.

Comm Readey asked how this affects the swearing in ceremony next month. Attorney Kruppenbacher said unless a Judge rules differently, the City should move forward with the swear in. Attorney Kruppenbacher said that there are defined rules and limited reasons in contesting an election.

Bill Cowles clarified, for the record, under the Ordinance; the canvassing process was delegated to the County Canvassing Board not the Supervisor of Elections.

Comm Shuck stated that this is one of the items that should be clarified and corrected in the code for future elections.

Mayor Brooks acknowledged Comm Elect Bobby Lance to speak.

Mr. Lance stated that on Election Day he came in to vote and was not allowed to vote due to the fact that they ran out of ballots. He immediately filed a protest with the City Clerk. He understands that the complaint did not make it to the Elections office. The City Clerk stated that she sent, via email, the complaint to Michelle from Mr. Cowles office along with an additional complaint about a poll worker. Comm Elect Lance clarified that he watched the City Clerk type the email.

Attorney Kruppenbacher noted that Mr. Severns has turned in the two iPads and will be turning them over to the State Attorney's office. Meeting no objection, Attorney Kruppenbacher will deliver as noted.

#### **COUNCIL REPORTS**

Comm Gold – District 1

No Report.

Comm Shuck – District 3

- He spoke of the large number of under votes during this election and mentioned the article written by the Mayor of Windermere. Bill Cowles spoke of the process, home rule and the municipal elections.

Vice Mayor Pisano – District 6

- Vice Mayor Pisano thanked Comm Gold for helping clean up a resident's yard who is suffering from cancer.

Comm Readey – District 5

- Comm Readey wanted to thank the Good Samaritan for cleaning up fallen tree limbs in his neighborhood.

Comm Nielsen – District 7

- Comm Nielsen shared her concern with the acoustics at the Charter School for the upcoming Council meeting. Mayor Brooks noted that he will communicate the concerns with Dr. Pancoast.

Comm Van Dyke – District 2

- He requested a follow up to planting the trees off of Hoffner. He noted that the previous City Manager made arrangements with the HOA regarding irrigation and wanted to plant the trees before summer.

Council thanked Mayor Brooks for his years of service and appreciation for the initiatives he brought forward.

#### **CHIEF OF POLICE**

- Chief Ring reported that the agency will be receiving the body cameras shortly.
- The agency has received the computer grant and all vehicles are now fully equipped with new computers thanks to Deputy Chief Houston for moving that forward.

There being no further business, Mayor Brooks called for a motion to adjourn, unanimously approved at 10:01am.

Yolanda Quiceno  
CMC, City Clerk





## city council minutes

**April 12, 2016 \* 6:00p.m.**  
**Special Called City Council Session**  
**City Hall, 1600 Nela Avenue, Belle Isle FL**

Mayor Lydia Pisano	Frank Kruppenbacher City Attorney	Richard Anderson Interim City Manager	Ed Gold District 1	Katy McGinnis District 2	Jeremy Weinsier District 3	Bobby Lance District 4	Harv Readey District 5	Open District 6	Sue Nielsen District 7
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The Belle Isle City Council met in a Special Called Session on April 12, 2016 at 6:00p.m. at the City Hall Chambers located at 1600 Nela Avenue, Belle Isle, FL 32809.

### Present was:

Mayor Pisano  
 Commissioner McGinnis  
 Commissioner Gold  
 Commissioner Lance  
 Commissioner Readey  
 Commissioner Weinsier  
 Commissioner Nielsen

### Absent was:

Open-District 6

Also present was City Manager Richard Anderson, Attorney Kruppenbacher, Chief Ring, Deputy Chief Houston and City Clerk Yolanda Quiceno.

### CALL TO ORDER

Mayor Pisano called the meeting to order at 6:00 p.m.

### INVOCATION AND PLEDGE

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

### CITIZEN COMMENTS

Mayor Pisano opened for Citizen Comments.

1. Ralph Yarbrough residing at 3543 Cullen Lake Shore Drive, Belle Isle, FL shared his concern about a domestic issue with a teacher at Cornerstone Charter School. He is worried because his granddaughter is in the teacher's class and is upset because parents were not notified until ten days after the incident. He spoke of various calls he received on the incident and stated he does not like the way it was handled, and thinks the teacher should be sent home on administrative leave.

He further said he understands that Lydia Pisano cannot be on the Cornerstone Board of Directors because of a decision made by the school board that was reached illegally. He asked for any information or answers from City Council.

Police Chief Richard Ring stated that the event did take place ten days ago. The Belle Isle Police Department acted and immediate steps were taken at the school, including additional police presence, to protect the school and ensure safety. The issue was a domestic violence by the husband against his wife, and does not equate to a credible and imminent threat to the school, students or staff. He is confident that Mr. Parker has a strong support system to ensure the safety of the school. Dr. Pancoast and staff handled the information with the appropriate steps.

Paula Downey, speaking on behalf of Cornerstone Administration, residing at 1400 Nela Avenue, Belle Isle, FL 32809 noted that additional safety precautions are in place at the school, e.g. cameras have been installed, and locks on doors and gates have been changed. She is confident and does not feel that anyone at the school is in any danger. She noted that Mrs. Parks is a loved teacher at the school. She is also a victim and is ready to return to her classroom but does not know the date of her return. This is a sensitivity situation and staff was cautious in sending out any letters.

Mr. Yarbrough further commented that he is not satisfied with the explanations and does not feel there is transparency. He then asked for a reason why there is no City Council member sitting on the Cornerstone Board, and if it was done illegally. Mayor Pisano recommended that he connect with the City Attorney who was not in attendance for an answer.

2. Patty Hafley residing at 1307 East Wallace Street, Belle Isle spoke of her concerns on the purchase of the lot. She is the neighbor that borders the property to the north of the lot the City is considering. She said that the Altice's are very good friends and have always allowed her egress to the property. She asked for a response to the following,
- o What will the property be used for?
  - o Will it be dedicated to Cornerstone sports practice, or will it be open to a public park?
  - o Will it be fenced, gated, and locked at night?
  - o Will privacy be respected regarding the common boundary, recorded easements and egress?
  - o Will parking be on site or offsite at the school parking area?
  - o Safety is a problem crossing Matchett from East Wallace; will the City address the issue?
  - o Will the City care for the lake quality and will the City have a retention plan? Will there be fertilizer runoff similar to what comes off the football field?

Mayor Pisano said she made note of every concern and they will be addressed.

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

#### **VACANT LAND CONTRACT – E. WALLACE STREET**

Richard Anderson, City Manager noted that each commissioner has been given a copy of the contract as soon as available to review. He stated that as with many real estate issues, time is of the essence, and is the only reason for this special meeting. He further added that he has no interest and his role as City Manager is to give good governmental and business advice. He gave a brief summary of the background on how it came forward after the Easter Egg Hunt. Coincidentally the following week, the property was placed on the market. He contacted Mayor Pisano, who is a realtor, and asked if she would be interested in drawing up a contract and looking things over. He clarified for the record that it was his request to the Mayor, and she will not benefit, earns nothing from this contract, and did it for the benefit of Belle Isle. The property was listed for \$999,000. After discussion and further research with Mayor Pisano, the City offered \$833,000 which was accepted by Mr. Altice, the owner of the property. A \$10,000 escrow payment was placed with an effective date of 15 days from the 4<sup>th</sup> which is April 19<sup>th</sup>. The most important provision of the contract is that it is subject to City Council approval. The City solicited three quotes for appraisal of the property through the bid process. The lowest bid was \$395. The appraisal amount came in at \$860,000.

Mr. Anderson said he will do his best to answer the following questions,

#### **1. Where will the City get the money?**

The purchase money will come from the Public Fund School Rental Account with Center State Bank and totally separate from the General Fund and has nothing to do with our CAFR. Presently there is a cash balance of \$708,240 in the Rental Fund. There is an escrow deposit that is to be returned for the purchase of the Texaco Station that didn't go through of \$191,468. Upon the return of the escrow, the balance of the fund would be \$899,708. After the purchase of the property at Wallace Street, the net in the account would be \$76,708.

Mr. Anderson said there was discussion about whether the funds can be used for anything other than the school. He said it was the opinion of the City Attorney that the funds are rent monies and can be used by the City as it deems necessary, within reasonable government finance accountability. It is appropriate to be spent on the purchase of the Wallace property. The remaining rent deposits will continue to replenish the fund through September totaling \$393,750. After the bond payment the balance should be 180,358 minus any closing costs (e.g. land survey, Phase I survey and/or Phase II survey, if necessary)

Comm Weinsier asked what kind of tax revenue the City would expect if the property is sold for residential development. City Manager Anderson provided a guestimate based on zoning of a \$300k residential home. The area will allow approximately three-four houses and the City would gain about \$4,500 - 6,000 from property taxes in total.

Comm Lance gave the City Manager a list of questions. Mr. Anderson said it will be beneficial to the whole community and provided the following responses,

#### **1. What would the property be used for?**

The use will be determined by the City Council. Mr. Anderson recommended possible options as a city park with lease of a part to the Cornerstone Charter Academy; lease the whole property to the school; or buy it for investment and sell it down the road to purchase a different space that is good for the community. He believes it is good public policy for the City to purchase public land.

#### **2. If the property is purchased for CCA what will they use it for?**

Mr. Anderson said there have not been any discussions with the school and the City with the use of the field.



3. **Will the school be paying rent?**

They can, if City Council decides to do so. Otherwise there will be no income from the property.

4. **How long will it take for the City to recoup its investment?**

If the City Council chooses to rent out the property it will be based on negotiations.

5. **What entity will pay for any and all improvements?**

Mr. Anderson said the City can look at grant monies, or monies from the general funds. There is a concern by Council to not use the general fund; however, if it is to be used as a city park it will be beneficial to all residents of the City to use those funds.

6. **If the use is for a city park can the Zoning Use be changed?**

Mr. Anderson said yes it can. City Council can elect to change as required and fully within their purview.

7. **Is this the best use for this property?**

Mr. Anderson said would it be better for the City to not purchase the property and allow single family homes and receive the tax revenue. Mr. Anderson said it is up to the Council to make the best decision and the direction they would like to take.

8. **What entity would have authority of events?**

City Council will have the ultimate decision. Council can create a parks and recreation committee.

9. **How will the purchase by the City benefit all residents?**

Mr. Anderson said it depends on the use. If it is a park all will benefit from the open space. If it is for the school there is a benefit there as well for residents.

10. **If the City enters into a sale contract will there be a contingency clause to return the deposit if not approved.**

Mr. Anderson said there is no contingency on that, however if denied by Council and/or Phases return negative results, he will recommend not to move forward and the money can be requested. The appraisal fee will be the only loss.

11. **Has there been a report completed on the best use of this property?**

The best value use would come out of the appraisal. Because of its location and the condition of the economy it could be expected to increase in value over the years. The best use for the property will be decided by City Council and constituents.

12. **What is in the City's Comprehensive Plan for this property?**

The plan shows low-density residential use.

13. **Is purchase of the property in the City budget for 2016?**

No the purchase is not in the 2016 Budget, however, the budget is a dynamic guideline and can be changed or modified, if necessary, because of necessity or emergency.

14. **Who will be doing the negotiations on the Cities behalf?**

Negotiations have been done on the City's behalf. If approved tonight, the only change is to address the Level One certification.

Mr. Anderson continued to discuss the Belle Isle Comprehensive Plan adopted in 2010. He stated that the Plan highlights goals and objectives to preserve the City and its communities. He addressed 1.2(e) Recreation/Open Space element standard (1.3.2) which requires one acre of recreation or open space per thousand people. The City should have 6.4 acres of park land based on the formula and it currently does not. The Comprehensive Plan also states that in the Capital Improvements Plan the city should allocate funds for maintenance and improvement of City parks. Mr. Anderson clarified that Warren Park is not a Belle Isle City park and does not meet the level of service standards called for within the Comprehensive Plan. With the exception of a few areas, all other designated areas as parks in the City are actually right-of-ways or drainage easements. Mr. Anderson said to keep the proposed property as open space would benefit the City. Belle Isle currently has very little vacant land available. The Comprehensive Plan states that the community should have access to the lakes and maintain the quality of the lake water. Mr. Anderson noted that the Comprehensive Plan was adopted in 2010 and the Capital Improvements Plan (CIP) funding contains no allocation for parks & recreation. Aside from Gene Polk Park drainage the largest expenditure is for road repair.

Mayor Pisano said for the record she did a market analysis on the property and deducted the \$17,000 commission from the sale price and Mr. Altice agreed to the \$833,000 purchase price. The City currently does not have an area to hold large gatherings and the proposed property is an invaluable piece of property.

## **COUNCIL REPORTS**

### ***Comm Nielsen***

Comm Nielsen said her concern on the purchase is that it is a lot of money and she had had no idea where the money was coming from. She added that she is aware of the Comprehensive plan and has stressed about the lack of parks and open space. This is an opportunity to keep the commitment made six years ago. She does not want to see the property signed over to the school. She believes the City is in hock for six million for every building the school uses and believes schools have to make do with the amount of property they have. However, she does not see any problem with teams continuing to practice on the field if the Council decides it to be a City park and does not feel comfortable in leasing the property. This money was not accounted for in the CAFR and she was not aware that the City had this kind of money and has been totally not transparent. She feels it is fair to use the money for citizens. She does not support buying the property for the use of the school; she would support buying for the use of the citizens.

### ***Comm Readey***

Comm Readey said he felt the purchase of the property is an extravagant expense to use for the football team practice field; however, after discussion, if it is developed as a park it would create a great access to the lake. He is in favor of the purchase.

### ***Comm Lance***

Comm Lance said that he likes the idea of purchasing the property and using it both for the school and as a park. He disclosed that he spoke with Gary Meloon, with concerns on the purchase and John Evertsen. He wants to discuss not the purchase of the property but on how the way this project was handled. He stated that there should have been a due diligence period of 30-60-90 days, without the additional costs to the city and without having to call an emergency meeting. In his opinion there was plenty of time to handle this in a proper fashion. He is afraid of "getting bit" and would have preferred that Council receive a report outlining the questions and sent to all commissioners before the meeting. Discussion ensued on why the process had been rushed. Mayor Pisano stated that there is a contingency to allow for a Phase I and Phase II report.

### ***Comm Weinsier***

Comm Weinsier stated that when it was first mentioned by Mayor Brooks, he was excited about the acquisition and historic value to the City. He believes in spending money when it creates value and improves the city in perpetuity is important. Anything to get kids active and into sports in a community is also important. Its closeness to the lake without actually being on the lake and having to pay the costs associated with lake front property also makes the purchase attractive. He is in favor of the purchase; however wants to make sure that the City is protected and that the City will not incur repercussions. He also would like to make sure that the City be respectful of the neighbors that live around the property.

### ***Comm McGinnis***

Comm McGinnis asked, if the City does not buy it, who can potentially but it?" Can it become condos? Mr. Anderson said no not without rezoning.

### ***Comm Gold***

Comm Gold said he wanted to straighten out something's that was said. Council did know about the money however, they just did not know how much there was and that it was exclusively earmarked for the school. He felt they the conversation was misled. He asked for clarification about use of the money. He believes the purchase will benefit everyone and is the only way the City can control the use of the lot. The purchase will be in the best interest of the City. Mr. Anderson stated that at the time the City started the school it was uncharted water. At the time there were concerns about what the costs would be. Now that we have a track record we have a much better handle on what to expect. Comm Nielsen interjected and said she was denied access, through records request, to the documents that would have revealed the total of the account. Comm Gold said they never saw it in writing however, that they were aware of its approximate value.

There being no further discussion, Mayor Pisano called for a motion.

Comm Nielsen moved that the City of Belle Isle purchase the property for the use of all city residents as City Park and Open Space with the money that has accumulated from the excess rents paid by Cornerstone Charter Schools subject to the Phase I Environmental Assessment and Phase II Environmental Assessment if necessary to be completed prior to the closing date of May 13, 2016 at the sole satisfaction of the City of Belle Isle.

Mayor Pisano called for roll call,	Comm Nielsen	aye
	Comm Readey	aye
	Comm Lance	aye
	Comm Weinsier	aye
	Comm McGinnis	aye
	Comm Gold	aye

Attorney Callan recommended that the City not designate the purchase as a Public Park and lock itself into something that does not allow flexibility.

Comm Nielsen stated that the motion should reflect the purchase to benefit everyone in the City.

Discussion ensued and the motion was modified by Comm Nielsen to read,

Comm Nielsen moved that the City of Belle Isle purchase the property for the use of all city residents as Open Space to be designated later on by the City of Belle Isle, when it determines, as appropriate, as a public park, with the money that has accumulated from the excess rents paid by Cornerstone Charter Schools subject to the Phase I Environmental Assessment and Phase II Environmental Assessment if necessary to be completed prior to the closing date of May 13, 2016 at the sole satisfaction of the City of Belle Isle.

The motion seconded by Comm Readey, unanimously approved.

Karl Shuck residing at 1658 Wind Willow Drive, Belle Isle interjected and said why there was no opportunity for citizen input prior to the vote since the purchase of the property. Mayor Pisano stated there had been an opportunity for citizen comment at the beginning of the meeting. He said that he is in favor of purchasing the property. If the property does become residential he can foresee the residents saying that there is too much noise coming from the football field. He stated that the money for the purchase is coming from the incremental rent fund and he feels that the purchase should benefit the school and not be used as a cash cow. He concluded and stated if the property is developed as a park, where will visitors park their vehicles?

Sarah Goodwin 4234 Kandra Court, Belle Isle said the City is the landlord and the school is a business. The landlord should be free to spend the money on what they want. She noted that the City should pull all policing from the school. Cornerstone is a business should be self-maintained.

Hilary Maull residing at 1130 Waltham Avenue, Belle Isle asked if there will be another meeting where they will discuss the use of the property. Mayor Pisano said absolutely and there will be an E-Alert announcement sent out just as there was for this meeting.

David Evertsen residing at 1131 St. Michael Avenue thanked City Council for voting for the purchase of the property for all the citizens of Belle Isle and the students at Cornerstone Charter Academy.

#### **COUNCIL MEETING SCHEDULE**

Mayor Pisano opened discussion regarding the scheduling of City Council meetings and doing away with the workshops. After discussion, Council agreed that the first Tuesday and third Tuesday of every month at 6:30 p.m. was agreed upon unanimously. Attorney Callan spoke of the flexibility of having a summer and holiday schedule.

City Council agreed to schedule an orientation meeting for new members of the Council on Friday, April 22 at 9:00 am to 12:00pm.

#### **OTHER BUSINESS**

Comm Weinsier suggested using and possibly adopting the Rosenberg's Rules of Order instead of Robert's Rules of Order. He stated that there appears to be a problem with some residents receiving e-lerts. He reported that he had received a request for help providing water for a planter at a subdivision. Discussion ensued on grant opportunities.

Comm Readey said he will bring forward at the next meeting proposed fountains to be installed at the roundabout on Nela Avenue.

Comm Lance has been contacted by Jack Liberty who has concerns that the gates at the Perkins boat ramp are not being locked in the evening and reopened in the morning. Mr. Anderson said he will look into the concern.

Ed Gold inquired about the status of the clean out of the storm water lines at the Lake Conway Estates lake lot. He also inquired on the plans to fill the open commission seat for District 6. Mayor Pisano said she will be sending out information in her district, door to door, with the goal of collecting applications from several candidates to serve as commissioner. This process is more transparent and will be open to everyone.

There being no further business, Mayor Pisano called for a motion to adjourn, unanimously approved at 7:50pm.

Yolanda Quiceno  
CMC, City Clerk



# city council minutes

## AGENDA May 3, 2016 \* 6:00p.m. City Council Regular Session

Mayor Lydia Pisano	Frank Kruppenbacher City Attorney	Richard Anderson Interim City Manager	Ed Gold District 1	Katy McGinnis District 2	Jeremy Weinsier District 3	Bobby Lance District 4	Harv Readey District 5	Open District 6	Sue Nielsen District 7
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The Belle Isle City Council met in a City Council Regular Session on May 3, 2016 at 6:00p.m. at the City Hall Chambers located at 1600 Nela Avenue, Belle Isle, FL 32809.

### Present was:

Mayor Pisano  
Commissioner McGinnis  
Commissioner Gold  
Commissioner Lance  
Commissioner Readey  
Commissioner Weinsier  
Commissioner Nielsen

### Absent was:

Open-District 6

Also present was City Manager Richard Anderson, Attorney Kruppenbacher, Chief Ring, Deputy Chief Houston and City Clerk Yolanda Quiceno.

### CALL TO ORDER

Mayor Pisano called the meeting to order at 6:30pm.

### CONSENT AGENDA ITEMS

- Approval of Council meeting schedules: 1<sup>st</sup> Tuesday and 3<sup>rd</sup> Tuesday of each month at 6:30pm
- Proclamation declaring May 2016 Neurofibromatosis (NF) Awareness Month (*read at the April 5<sup>th</sup> meeting*), and the lighting of the Nela Bridge in Green and Blue on May 17, 2016.
- Proclamation declaring Teacher Appreciation Week May 2-6, 2016

**Comm Lance motioned to pull Approval of Council meeting schedules: 1<sup>st</sup> Tuesday and 3<sup>rd</sup> Tuesday of each month at 6:30pm from the Consent Agenda for discussion.**

**Comm Weinsier seconded the motion, which passed 5:1, with Comm Readey nay.**

**Mayor Pisano stated that the Approval of Council meeting schedules will be moved for discussion between items 8 and 9 on the agenda.**

### CITIZEN COMMENTS

Mayor Pisano opened for Citizen Comments.

- Dina Goodenow residing at 6416 Gibson Drive, Belle Isle said she spoke with each Council member regarding Delia Beach. She wanted to apologize for the email she sent prematurely. She stated that she appreciates the efforts to help make Delia Beach a working and functional storm water area. She is looking forward to having the area continue to be used as a park as well. She commented that it might be helpful for Council to maintain an "Informational electronic board" where updates can be posted for each district in an effort to improve communication. She further noted that this weekend she heard there was an accident on the lake, and asked if the City might be able to provide water safety classes and boat safety tips for residents.



- Bruce Mylrea residing 1842 Wind Drift Road, Belle Isle stated that he has been agitating for repaving for years and he appreciates the finished product. It looked pretty good for a couple of days; however, it will not be too long before the pot holes will start again due to the garbage trucks backing up and not turning the tire and wrecking the asphalt. He is wondering if the City will be able to speak with the drivers.

City Manager Richard Anderson is in communication with Seminole Paving and he was advised that it takes approximately a month for the asphalt to cure. They will be returning to the identified areas to repair any damage.

- Karl Shuck residing at 1658 Wind Willow Road, Belle Isle addressed the East Wallace property. He shared his concerns regarding the proposed contract and the many blanks in the approved contracted. The other concern is the verbiage in Part 8(2) of the contract which speaks to the Feasibility Study, amount of time it was proposed and the Council vote. He is curious how much of a study the City actually performed. Mayor Pisano said, with Council recommendation, the City did go back with a special addendum contingent to a Phase 1 Environmental Study and a Phase II if needed, after the fact, until approval by Council.

He further shared his concern with the incremental rent fund being used for the purchase of the property and may fears it may put the City in a negative position should major repairs arise.

Mr. Shuck further noted that in the Belle Isle Sun, written by Comm Weinsier, stated that no monies from the General Fund will be used for the purchase; however, it did not say where the money was coming from. Since the article was written by a Commissioner he believes the entire story should be told.

He further asked if the minutes for the previous meeting will be forthcoming on the Consent Agenda.

- Tony Carugno residing at 2372 Hoffner Avenue, Belle Isle spoke on the following items for the record,
  - In the past two weeks there were two accidents on the lake and is in agreement with having a Marine Boat and Safety Class.
  - He spoke of the speeders on the road in his area, and addressed the high speeds by vehicles near the yellow flashing light on Hoffner. He wondered if the light can be placed closer to the bridge to slow them down sooner.
  - He spoke to the quick decision making for the purchase of the property and residents concerns.
  - He spoke to complaints from residents on Homewood regarding the lights off of the Bee Line. Mayor Pisano noted that the lights were temporary during construction and have been removed.
  - He spoke of an initiative by the FAA (OAPM: *Optimization of Airspace, Procedures of Metroplex*) that will modernize the air space through Cities to have more direct readings. The City must remain on top of the initiative.
  - Mr. Carugno addressed the serious storm water issues in his neighborhood. The last rain flooded the yards and garages in his neighborhood and is asking the City for a permanent fix. Comm Lance stated that he has a similar problem at Daetwyler Shores. Mr. Anderson said he will have someone look at the area.
- Sarah Goodwin residing at 4324 Kandra Court, Belle Isle said that she would like Council to consider Code Enforcement on Saturdays. She has a safety issue with habitual garage sales, illegal parking and fixing of vehicles in her neighborhood that needs to be addressed.
- Joyce Erickson residing at 5509 McCawley Court spoke of the paving of McCawley Court. She has been trying to have the street paved since she has moved to the area and hopes that something can be done. She further shared that there are a group of five jet skiers on the lake, Friday afternoons and on the weekends, which are going to eventually kill someone on the lake. She wishes that the police patrol can stop them before someone gets hurt.
  - Mr. Anderson said that McCawley Court was looked at as part of the current paving; however, there was not enough asphalt left over. He is meeting with the paving company and will try to re-schedule the street for the next phase.
  - Chief Ring reported on lake safety issues and reported that, in partnership with Gary Meloon they will be providing a Boating Safety Course. Chief Ring thanked Mr. Meloon for the donation of the Jet Ski for the use by the Belle Isle Marine Patrol.

- Gary Meloon residing at 6101 Matchett Road, Belle Isle said in conjunction with the Belle Isle Police Department, Southeast Marine is putting together the first Free Boat Safety Course and will take the first 25 Belle Isle Residents who register. If there are more that register they will set up an additional course in the near future. The City will send an e-lert to RSVP.
- Bridgett Haig residing at 6509 Matchett Road, Belle Isle addressed bicycle safety and pedestrians on the road.

There being no further comments, Mayor Pisano closed the citizen's comments session.

#### **SPECIAL RECOGNITION OF CORNERSTONE CHARTER SERVICE LEARNING CLUB**

Mayor Pisano presented and recognized the following students for earning the Silver Award in the Jefferson Awards competition and making Cornerstone a Service Leadership Banner School; Lionell Wright, Celeste Bonta, Christina Sarkis, Alysa Osborne, Michael Padilla, Chloe Joynes, Isaac Bridges and Linda Reyes, Teacher.

#### **ORDINANCE NO. 16-06 FIRST READING AND CONSIDERATION**

AN ORDINANCE OF THE BELLE ISLE CITY COUNCIL REPEALING CHAPTER 2 ADMINISTRATION, ARTICLE II COUNCIL, DIVISION 2 MEETINGS, SECTIONS 2-53, AND AMENDING CHAPTER 2, ARTICLE II, SECTION 2-51, PROVIDING SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.

**Comm Nielsen moved to advance to second reading.**

**Comm Lance seconded the motion.**

**Discussion ensued. After discussion Comm Lance withdrew with second.**

**Comm Gold asked for clarification of Ordinance No 16-06. City Manager Anderson said this ordinance repeals the workshop sessions and will establish the regular meetings as the first and third Tuesday of each month allowing City Council to conduct business at each meeting commencing at 6:30pm.**

**Comm Weinsier said the Ordinance will not take effect until voted on. Council will have to vote for a special meeting on May 17, 2017, which is what Comm Lance has an issue with, not the ordinance. Mayor Pisano said she will make sure not to have the hotel issue on the agenda. Comm Lance said he has several issues with the May 17, 2016 meeting date.**

**Comm Weinsier seconded the motion which passed unanimously.**

#### **ATTORNEY'S REPORT**

Attorney Kruppenbacher reported on the Charter School and said that he represents the City, and cannot represent the Charter School on the issues that have surfaced. He emphasized that the City is blessed to have a school and it does not happen without a community. What has developed is two views regarding maintaining the school as a truly community engaged school. He spoke of the initial process from 2008 through the present on obtaining the charter school within a municipality. The City creates the Charter School with the Orange County School Board (OCSB) as the sponsor and the City is the landlord.

On March 23, 2010 the OCSB approved a charter contract for K-8 and 9-12. Hediscussed the application, contract and the by-laws approved by the founding Charter School Board of Directors. Attorney Kruppenbacher stated that Academica, by contract, is required to send a 30-day notice of a meeting change to the sponsor.

In September 2015, they changed the meeting date to a different date. This complied with the state sunshine law however; they cannot provide that they gave a 30-day notice to Orange County Public School. At the September meeting they modified the by-Laws and changed the composition of the board.

What we have, and I hope, is that we all want what is best for the school. However, there are always people with political agendas. He said that he does not believe that they properly changed the By-Laws. He has asked for, what are the term limits to these board members, and as of right now he does not have an answer. He believes the goal and intent of the Council members who have contacted him, individually, is to ensure that the school truly stays a community engaged school, as intended from the beginning.

Attorney Kruppenbacher said the most prudent approach is to have City Council give him authorization to draft a letter that the Mayor will send on Council's behalf, to the sponsor (Charter School Board), which states that they believe the governing board did not comply with the rule to give 30 day notice. It is Council's goal, as evidenced in the founding documents, that they want a very community engaged school. This Council asks that the Orange County School Board not accept the change made at the improperly noticed Governing Board meeting in September 2015. It is their intent to work with OCPS, City Council and the Governing Board an appropriate resolution with the future of the community schools interests protected.

**Comm Nielsen motioned to have the City Attorney draft a letter authorizing Mayor Pisano, on behalf of the City, to send a letter to articulate the various reasons why they would ask the School Board not to accept the change by agreeing that the notice was not given.**

**Discussion ensued. Comm Gold seconded the motion, which passed unanimously.**

Attorney Kruppenbacher stated that once the letter is drafted he will provide a copy to Council for review. Council should only reply to him to avoid any sunshine violation.

Mayor Pisano asked if the incremental funds may be used for anything else other than school construction. Attorney Kruppenbacher said the City receives the rent for the lease agreement. The City has the authority, at that point, within the law, to use on A or B. He stated that it is important that City staff continue to have a handle on the building maintenance.

#### **CITY MANAGER'S REPORT**

Mr. Anderson introduced Robyn Winters, Code Enforcement Officer who presented on the Code Enforcement process.

- Robyn Winters provided an overview on the code enforcement purpose to promote, protect and improve the safety, health and welfare of our city. She discussed voluntary compliance,
  - Enforcement and Florida Statute 162
  - Methods used by Code Enforcement
  - Plain view violations and the violation process
  - Notice of Hearings and Special Magistrate

Mr. Anderson introduced April Fisher to provide an update with the code revisions.

- April Fisher reported that she had her first meeting with the Planning & Zoning Board last week and reviewed several of the issues with recommendation for approval by Council. After discussion with the City Manager, along with providing the Board's recommendations, she also envisioned having a workshop setting where she would provide a site plan review process for Council review and action if approved. The Planning & Zoning Board will continue to go through the code and present recommendations to Council to adopt the changes through an ordinance. She will work with the City Manager to schedule possible dates for a workshop to start the process.

Mr. Anderson said the intent of this process is to have City Council more engaged with development of the resident component and commercial site plan process as we move forward.

Mr. Anderson opened discussion for approval of the City Manager's position description provided by the Consultant and recommended the following two minor revisions; (1) as it relates to the minimum requirements, he recommended adding, "or an equivalent combination of education and experience." This will allow for more flexibility as we move through the process; and (2) possession of a valid driver's license to be obtained within 90 days of employment, just in case they are coming from out of state.

Comm Lance asked if it can require that the applicants have ICMA Certification or to be obtained within 30 days.

Comm Nielsen said she would like them to already have the ICMA certification. Discussion ensued.

**Comm Readey motioned to approve the job description as presented.**

**Comm Nielsen seconded the motion.**

Mayor Pisano opened for Council discussion.

Comm Nielsen noted that there is no substitute for a college degree and the job description should include a major in a field related to city government. In her research for City Managers in the State of Florida, she did not find any that did not have at least a Bachelors' degree. Except for Belle Isle.

Comm Weinsier stated that we should require a Bachelors Degree but include the equivalency language.

Comm McGinnis said experience is very important and believes the description should be broad to allow the City to receive



the very best, with education and experience.

Mr. Anderson said Council can approve as presented. If the City does not receive qualified applicants then it can be re-advertised.

Chief Ring stated that 90 days to obtain a Florida Drivers license will be a violation of State Statute. Mayor Pisano said they will use 90 days to allow out of state residents time to obtain if offered employment.

Comm Lance said what in the world does a four year education have to do with someone's ethical background or on how they run a business. The City will miss out on good applicants if the job description it is not broad enough.

**Comm Readey restated his motion to approve the job description with the minimum requirements to include,**

- ICMA Certification required
- Bachelors Degree or higher from an accredited college university with a major in business or public administration or related field, plus five years of experience in progressively responsible management in local government, or a combination of education and experience.
- Possession of a valid Florida Drivers License to be obtained within 90 days of employment

**Comm Nielsen seconded the motion, which was unanimously approved.**

**Mr. Anderson said the City will place with the Florida League of Cities website and on-line. He recommends not going with the local newspaper.**

Mr. Anderson spoke to Cody & Associates salary survey recommendation packet provided to Council. The average City Manager salary for Cities with our population shows the average as \$122,429, med \$118,246 with a range from \$86,598 up to \$175,326. The ICMA reports an average salary of \$214,000 with a med of \$101,644. He referred to the information that was provided in the packet and recommends that Council follow the same pay scale compensation for the City Manager. The scale allows for growth within the pay range. He recommends that the City start with a range of \$95,000-\$142,500, and a mid range of \$118,750. If paid at the top of the pay range there will not be enough room for growth; and will eventually lead to a disgruntled employee because they will not be receiving any pay increases.

Mr. Anderson said at this time he can adequately speak to the salary range. He noted that the City previously had all their eggs in the City Manager basket. He is not being critical of previous administration; however, it makes for a better process if the City Manager's position is separate from Planning & Zoning, and not be one and the same. He has been engaging April Fisher with more of the Planning and Zoning projects. He does not believe there is enough work for a full time Planning & Zoning person.

**After discussion, Comm Lance moved to accept the recommendation presented for the City Managers salary starting at \$95,000 and capping at \$142,500. Comm Readey seconded the motion.**

Mayor Pisano opened for discussion.

Comm Weinsier stated that the residents have shared their concern with the starting salary. He feels the \$142,500 is too close to the number they are uncomfortable with, and would prefer a cap of \$95,000 through \$135,000 with a med of \$115,000.

Mr. Anderson responded that \$142,500 is the maximum cap. He is recommending that increases be given over time and suggested that the min. and max. pay rate percentages be in line when giving cost of living increases. He stated that most of the existing employees do fit into the pay rate recommendations provided in the study, with room for growth. Discussion ensued.

**Comm Lance amended his motion to include a cap of the City Manager's starting salary to \$118,750.**

**Comm Readey seconded the amendment which was unanimously approved.**

Mr. Anderson spoke to the classification study survey and stated that within the plan there are no existing employees at the maximum range. He provided two options and recommended approval of Alternative A which adopts the pay rate and salary schedule as recommended in the report. He will adjust the salary of the employees that fall below the required minimum rate, which is a couple of the Police Officers. There is no one over the maximum range so we will not be freezing any salaries. Approval of the study will not hold up the posting of the City Manager position.

**Comm Lance requested a continuation to the next meeting to review the compensation survey document in its entirety. Council was in agreement to continue discussion and approve for the following Council meeting.**

Mr. Anderson reported that the City has applied for a grant for Delia Beach/Gene Polk Park with St. Johns. He met with a number of citizens and Council members and has a plan to move forward.

Comm Lance stated that the Conway NAV Board and the previous administration did not mesh. He believes that now they will and there is no reason why the City cannot go back and request matching funds for the project. Mayor Pisano said she will be attending the NAV meeting on May 10.

Mr. Anderson recommended, for future discussion, that the City place \$100,000 in reserves for the Neighborhood Grant Fund. The fund will be administered by Council and is a way to invest back into our City. Mayor Pisano stated that it is a great program and a great way to give back to the residents. Discussion ensued on association and individual applications.

#### **MAYOR'S REPORT**

- Mayor Pisano opened for Vice Mayor Election. She stated that Comm Readey reached out to her before the Attorney's position on the Sunshine Law.

**Comm Nielsen nominated Comm Readey for Vice Mayor.**

**Comm Weinsier seconded the motion which was unanimously approved.**

- Mayor Pisano reported that she has been re-appointed for a different Committee on MetroPlan and has an opening for the Technical Advisory Committee. Comm Readey volunteered to be on the Committee.
- Mayor Pisano stated that City Attorney Kruppenbacher received an opinion, which stated that the Mayor should uphold the Sunshine Law. All agenda items requested by Council should be forwarded to the City Manager.
- Mayor Pisano opened for discussion on the Council meeting schedule. She has been informed that Council cannot change the meeting of May 17, 2016 because Mattamy Homes is on the agenda, and Noticed to the County. Comm Lance shared his concern with the meeting date, and stated that he will be out of the country. Attorney Kruppenbacher said it will be First Reading.

Comm Lance said the reason he has an objection is because he previously sent his schedule to the Mayor and she assured him that there will be no meetings scheduled. The other issue is that it is in his district and he is very passionate about his job on Council. He stated that in the last meeting the City Attorney said that we could not have a meeting on the 17th. He believes Council should wait to hear this case. Mayor Pisano said there was Council consensus at the previous meeting to having a meeting on May 17.

Attorney Kruppenbacher said his recollection is that the hotel was not going to be advertised on the agenda. After discussion, he clarified the process of First Reading and stated that Second Reading is the substantive meeting where Council hears public comment.

Comm Lance stated that Mattamy Homes stated for the record, that they promised the County Commissioner that there will be no cut through traffic onto Daetwyler Shores just in case they reneged at this meeting. Attorney Kruppenbacher said nothing can be voted on at this meeting that can bind this City other than to have a second public hearing. Comm Lance also noted that he is working with the County to look at the traffic signal on McCoy and Daetwyler Drive. In the event there is no practical engineering way to stop the cut through traffic, then there needs to be another egress and he will request that they furnish his neighborhood an entry gate.

Attorney Kruppenbacher asked the City Clerk to remind staff that it is only first reading, and nothing should be interpreted as agreeing to anything regarding cut through traffic.

Mayor Pisano stated that it will be a First Reading only.

Comm Lance stated for the record that he would not want the 13 homes or the proposed hotel to be placed on the agenda in his absence.

**Comm Weinsier motioned to approve moving the City Council meetings to the first Tuesday and third Tuesday of the month starting at 6:30pm. Comm Lance seconded the motion which passed unanimously.**

#### **ITEMS FROM COUNCIL**

- Vice Mayor Readey – District 5  
Vice Mayor Readey provided a brief history and presentation on the roundabout on the corner of Lake/Nela/Overlook. The original plan included a fountain; it was not completed so a tree was placed in the interim. He always thought that the area

across the Nela Bridge is really laid back and would like to add a theme of children playing in Belle Isle. He provided a few examples for Council consideration and estimated about \$20,000 to complete the project.

- Comm Gold – District 1

-Comm Gold asked for an update on the tagged pipe at the Charter School. Mr. Anderson said it was a back flow device that is used for the sprinkler system. Comm Gold stated that the community needs to know that the line is not compromised.

-Comm Gold thanked the Mayor, Mr. Anderson and Dwayne for their efforts in assisting with the flooding at Lake Conway Shores. Comm Nielsen said there is a report that states that the pipe at Lake Conway Shores is not the right size, it is smaller and if we continue to have problems it should be corrected to avoid drainage issues.

- Comm Nielsen – District 7

-Comm Nielsen opened discussion on the open District 6 seat. She suggested having a mail ballot to be sent to the addresses in the district. Mayor Pisano said she would be willing to walk around her district and handout the applications.

- Comm Weinsier – District 3

-Comm Weinsier requested discussion and approval of the Rosenberg's Rules of Order at the next meeting.

-Comm Weinsier asked that the City move to Google Apps and will be scheduling a meeting with Mr. Anderson.

#### **ADJOURNMENT**

There being no further business, Mayor Pisano called for a motion to adjourn, unanimously approved at 9:45pm.

Yolanda Quiceno  
CMC, City Clerk



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

**Meeting Date:** October 15, 2019

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

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

**Subject:** Proposed Policy – Credit Cards

**Background:** One of the recommendations of the forensic auditor was for the City to adopt a credit card policy due to findings they produced in the audit. The purpose of this policy is to establish a framework for the City's credit card program and the appropriate use of City-issued credit cards. The City credit card program is intended to: streamline small dollar purchases, reduce the acquisition period, reduce requests for employee reimbursements, and minimize the use of employee personal credit cards for City and business related expenses.

**Staff Recommendation:** Review the proposed policy, make any recommendations necessary and then adopt the policy

**Suggested Motion:** I move we approve the credit card policy. .

**Alternatives:** Do not adopt the policy

**Fiscal Impact:** None

**Attachments:** Draft Policy

**CITY OF BELLE ISLE  
CREDIT CARD POLICY FOR ELECTED  
OFFICIALS AND CITY EMPLOYEES**

**A. PURPOSE**

In order to conduct City business in a more efficient manner, the City has granted authority to certain elected officials and City employees to utilize credit cards for certain purchases. The purpose of this policy is to supplement the City's Purchasing Policy and provide guidelines and procedures regarding the proper use of City credit cards. This policy is not intended to replace current state law but rather is intended to comply with such laws and establish guidelines for elected officials and employees using such credit cards. City issued credit cards are for official City business only. Utilizing the credit card for anything other than official City business may result in disciplinary action and/or criminal prosecution. All purchases utilizing a City credit card must be in accordance with this policy and state law.

**B. OBJECTIVES**

1. To provide an efficient method of purchasing and paying for goods and services.
2. To improve efficiency by streamlining payments and eliminating the administrative burden and costs associated with traditional methods of payment.
3. To ensure card purchases are in accordance with the City's Purchasing Policy.
4. To ensure that the City bears no legal liability from inappropriate use.
5. To provide for disciplinary action if the credit card is misused.

**C. PUBLIC INSPECTION**

In accordance with Florida Statutes § 286.011, any documents related to purchases using City credit cards incurred by elected officials and other employees of the City shall be available for public inspection.

**D. ISSUANCE**

All City credit cards are issued through the Finance Department. Each credit card is issued in the name of the elected official or employee who is responsible for its use with the "City of Belle Isle" clearly shown on the card as the governmental buyer.

The following elected officials and employees are authorized by the City to receive and utilize a City credit card and will be required to sign a Credit Card Agreement (Attachment A) acknowledging receipt and understanding of this policy:

- Mayor
- City Manager
- Police Chief
- Deputy Police Chief
- Police Administrative Assistant
- City Clerk
- Public Works Manager

## **E. LIMITS/RESTRICTIONS**

### **1. Credit Limits**

The Finance Department will establish credit limits for each cardholder. Credit limits vary per authorized individual and cannot exceed those established by the Finance Department unless authorized by the Director of Finance or the City Manager.

### **2. Single Transaction Limits**

Transaction limits are established to ensure compliance with state purchasing laws, maintain proper budgetary controls, and to minimize excessive use of any individual credit line. The established single transaction limit for each card must be no greater than \$4,500.00.

### **3. Prohibited Purchases**

The following types of purchases are strictly prohibited:

- a. Purchases of goods or services for personal use;
- b. Purchases not related to official City business;
- c. Purchases in violation of the City's Purchasing and/or Travel Policies;
- d. Cash advances;
- e. Alcohol and tobacco products;
- f. Gasoline, except when City issued fuel card is unavailable;
- g. Travel related meals if cardholder is paid per diem for the same travel;
- h. Travel related gasoline purchases if cardholder is paid mileage for the same travel;
- i. Any transaction amount greater than the single transaction limit set forth by this policy unless authorized in writing by the Director of Finance or the City Manager;
- j. Items specifically restricted by this policy, unless a special exemption is granted by the City Manager;
- k. Purchases or transactions made with the intent to circumvent the City's Purchasing Policy, single transaction limits, or state law.

### **4. Allowable Purchases**

City credit cards can be used to purchase goods or services where not otherwise prohibited or restricted by this policy, the City's Purchasing and Travel Policies, or state law. Such purchases include:

- a. Purchases of goods or services for official City business which fall within the transaction limits and guidelines of all City policies;
- b. Purchases of travel/training related expenses, such as registration fees, airfare, car rental, lodging, meals, parking, and tolls, if cardholder does not receive reimbursement, per diem, or mileage for the same expense;
- c. Emergency purchases necessary to protect City property;
- d. Purchases of items on the internet or from other approved sources from which a City check is not accepted or practical;
- e. Any purchase specifically authorized by the City Manager.

## F. RESPONSIBILITIES

The following are the responsibilities of:

### 1. **Cardholder (Elected Official or Employee)**

- a. Hold and safeguard the credit card;
- b. Comply with all purchasing and credit card policies;
- c. Determine availability of budgeted funds before using;
- d. Order materials and services;
- e. Collect and save all sales receipts/invoices;
- f. Match receipts with charges;
- g. Identify disputed charges;
- h. Make sure vendor is aware of City's tax exempt status to ensure that sales tax is not charged;
- i. Notify Finance Department immediately of lost or stolen card.

### 2. **Department Director or designee**

- a. Ensure their departmental cardholders understand proper use of credit cards;
- b. Review & reconcile transactions with cardholder;
- c. Assign and/or verify the appropriate expenditure accounts;
- d. Authorize and sign off on their departmental cardholder's purchases;
- e. Collect credit cards from cardholders who end their employment and forward the credit cards to the City's Finance Department.

### 3. **Program Administrator**

The City designates the Director of Finance as the program administrator of City credit cards (the "Administrator"). The Administrator shall:

- a. Serve as a liaison between the City's cardholders and the issuers of such cards;
- b. Maintain the cardholder agreement for all cardholders;
- c. Provide instruction, training, and assistance to cardholders;
- d. Maintain account information and secure all cardholder information;
- e. Keep cardholders up-to-date on new or changing information;
- f. Upon receipt of information indicating fraudulent use or lost/stolen cards immediately report it to appropriate parties, including the issuer;
- g. Review monthly statements and ensure all card accounts are being utilized properly as set forth by state law and this policy;
- h. Define the City's policy and procedures for proper documentation and storage of receipts, logs, and approvals required under this policy;
- i. Identify any changes to named persons authorized to use a credit card;
- j. Any other duties assigned by the City Manager.

## G. RECORD KEEPING/RECEIPTS

It is the responsibility of the cardholder to obtain receipts for all purchases. Receipts must be obtained whether a purchase is made in person or via telephone, fax, mail, or



online. It is the cardholder's responsibility to assure that the description on the receipt is legible and clearly describes the purchase. All receipts must contain itemized details of the goods/services purchased. A credit card slip that lists only the total amount charged without a detail of the goods/services purchased is not a sufficient receipt.

Receipts should be submitted to the Finance Department as soon as possible together with a completed and signed Credit Card Purchase Authorization form and all other documentation required.

#### **H. SALES TAX**

Most purchases are exempt from sales tax. Cardholders are responsible for notifying vendors that the transaction is exempt from Florida sales tax and providing the City's tax exempt certificate. Cardholders must assure that sales tax has not been added to the receipt or request that a credit for any sales tax charged be processed. Some Internet purchases will require the cardholder to call a customer service number on the company's website in order not to have taxes place on the order; it is the responsibility of the cardholder to ensure that this occurs.

#### **I. CREDITS/RETURNS**

Purchases returned must be credited to the City's account to which the transaction was charged. Cardholders are not authorized to receive a cash payment or store credit for returned items. It is the responsibility of the cardholder's department director or designee to assure that credits for returned items are properly applied to the cardholder's card.

#### **J. DISPUTES/ERRONEOUS CHARGES**

It is the responsibility of the cardholder to document and resolve disputes and erroneous charges directly with the vendor and notify the Finance Department of the issue. In most cases, disputes can be resolved in this manner. If a dispute cannot be resolved, a written notice must be submitted to the Finance Department.

#### **K. RECONCILIATION/BILLING STATEMENTS**

The Finance Department is responsible for reconciling the credit card statements monthly and will notify the cardholders of any missing receipts or issues that need further documentation or clarification. Department directors and elected officials will be informed of any violations. Depending on the severity of the violation, the Administrator may suspend or revoke the use of the credit card after consultation with the City Manager and/or City Council and notification to the cardholder.

#### **L. SUSPENSION POLICY**

The Suspension Policy is a progressive step policy, and may be put into effect by a cardholder's failure to submit proper documentation to the Finance Department by the established deadlines, or misuse of the card by making inappropriate purchases of goods or services not in compliance with this policy.



- First Offense: The cardholder will receive a documented written warning from the Administrator.
- Second Offense: Suspension of credit card privileges for a period of one (1) to three (3) months. The affected credit card must be surrendered to the Administrator during the suspension period.
- Third Offense: Permanent revocation of credit card privileges.

Depending on the severity of the violation, the credit card may be immediately suspended or revoked by the City Manager and/or City Council and further action may be taken.

The City credit card will be suspended if a cardholder is suspended from employment or elected office and will be revoked if a cardholder terminates employment or is removed from elected office.

## **M. REIMBURSEMENT**

In the event of any unauthorized use of the credit card for personal use, cash advances, or the purchase of alcohol or tobacco products, the cardholder shall be notified and given **15 days** to reimburse the City for such amount plus interest, if any, charged by the credit company. Reimbursement to the City will be required in addition to implementation of the Suspension Policy described above.

### **1. Failure to Timely Reimburse the City**

#### **a. Elected Official**

If an elected official fails to timely reimburse the City, the Administrator shall notify the City Manager who shall notify City Council and at its next regular meeting, Council shall act on the violation. The Council may direct the Administrator to suspend the card for a period of time determined by the Council, revoke the card, request criminal prosecution, or any combination of these consequences.

#### **b. City Employee**

If an employee fails to timely reimburse the City, the Administrator shall notify the City Manager. The City Manager may direct the Administrator to suspend or revoke the card, issue a disciplinary action up to and including termination of employment, authorize the Finance Department to deduct any amount owed from the violator's salary, request criminal prosecution, or any combination of these consequences.

**ATTACHMENT A**

**City of Belle Isle**

**Credit Card Agreement**

I acknowledge receipt of the City of Belle Isle Credit Card Policy and agree to abide by the Policy.

I understand that:

- a. The City credit card is to be used only for legitimate business purchases at the request of and for the benefit of the City of Belle Isle.
- b. The City credit card is to be used within the guidelines of the City's Purchasing Policy.
- c. The City credit card must be used in accordance with the provisions of the Credit Card Policy.
- d. The City credit card is **NOT** to be used for personal use even with the intent to repay the City.

Violations of these requirements may result in revocation of use privileges. Employees found to have inappropriately used the credit card will be required to reimburse the City of Belle Isle for all costs associated with the improper use through direct payment or payroll deduction. Disciplinary action may be taken up to and including termination of employment. The City of Belle Isle will investigate and commence, in appropriate cases, criminal prosecution against any employee found to have misused the credit card or who violates the provisions of the cardholder agreement, the City of Belle Isle Credit Card Policy, or the Florida Statutes.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**CREDIT CARD ISSUED**

Credit Card Number: \_\_\_\_\_ Date: \_\_\_\_\_

**CREDIT CARD RETURNED TO FINANCE DEPARTMENT**

Received By: \_\_\_\_\_ Date: \_\_\_\_\_



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

**Meeting Date:** October 15, 2019

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

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

**Subject:** Proposed Policy – Travel

**Background:** One of the recommendations of the forensic auditor was for the City to adopt a travel reimbursement policy due to findings they produced in the audit. The purpose of The Travel Policy is to establish uniform guidelines for authorization of travel; and reimbursement and payment of travel expenses. This policy is not intended to cover short trips during work hours made by employees or elected officials in the course of their regularly assigned work duties

**Staff Recommendation:** Review the proposed policy, make any recommendations necessary and then adopt the policy

**Suggested Motion:** I move we approve the travel policy.

**Alternatives:** Do not adopt the policy

**Fiscal Impact:** None

**Attachments:** Draft Policy

**City of Belle Isle, Florida**  
**POLICY FOR TRAVEL, LODGING AND EXPENSE**  
**REIMBURSEMENT**

Elected officials and staff of the City of Belle Isle may be required to attend conferences, meetings, training seminars, workshops, certification institutes, etc. that apply to the public policy, administration, management and operation of Belle Isle city government as well as professional and career development.

**POLICY**

It is the City of Belle Isle's policy to reimburse travel and related expenses incurred in the course of conducting City business. The City of Belle Isle travel policy applies to all City elected officials, staff and volunteers (if applicable).

**AUTHORIZED EXPENSES**

The City of Belle Isle's financial resources, equipment, supplies, and staff time must only be used for authorized City of Belle Isle business. Expenses incurred in connection with the activities mentioned in this policy generally constitute authorized expenses, as long as the requirements of this policy are met.

- Communicating with representatives of local, regional, state and national governments on City of Belle Isle adopted policy positions.
- Attending educational and career development seminars and workshops designed to improve staff skill and information levels.
- Participating in local, regional, state and national organizations whose activities affect the City of Belle Isle's interests.
- Recognizing service to the City of Belle Isle.
- Attending City of Belle Isle events.
- Implementing a City-approved strategy for attracting or retaining businesses.
- Meetings such as those listed above for which a meeting stipend is authorized.

**UNAUTHORIZED EXPENSES**

The following items do not qualify for advance or reimbursement payment under this policy:

- Any meeting or travel not approved prior to the event
- Excess mileage for travel not originating from Belle Isle unless preapproved by the City Manager
- Mileage for use of a City vehicle
- Portions of the trip made for non-business and/or personal matters.
- Political or charitable contributions or events
- Purchases made while traveling that are not made on behalf of and become the property of the City of Belle Isle
- Gratuities in excess of 15%
- Private automotive repairs
- Traffic citations or fines
- Personal automobile insurance, gasoline or oil changes
- Funds expended for companions and/or family members while traveling including partner's expenses when accompanying employee on agency-related business, as well as children or pet-related expenses. (Double Occupancy does not apply to this section)

- In-room movies or movie theater expenses
- Fitness/health facilities costs
- Barber and/or beauty shop charges or the costs for massages or other personal services
- Entertainment expenses including arts, sports, or other cultural events
- Golf green fees or other personal sporting expenditures unless part of the overall package cost
- Alcoholic beverages
- Personal losses incurred while on City of Belle Isle business

## **GENERAL STANDARDS AND PRINCIPLES**

This policy shall entrust that employees of the City of Belle Isle shall exercise good judgment when requesting, arranging and making a trip.

The fundamental principles which should be observed when travel and meeting costs are incurred on behalf of the City are:

- To ensure that costs incurred are necessary and reasonable
- To ensure that costs incurred are for the benefit of the City of Belle Isle in general
- To ensure that City employees properly account for expenses
- The utilization of City-related travel is executed in a professional and responsible manner
- To assure the quality of recordkeeping

Personal and City travel must not be co-mingled in such a manner as to increase allowable expense, whether the cost to the City is in dollars or lost time, or if it will harm or adversely affect the City's interests in any way.

This policy is not intended to address every issue, exception, or contingency which may arise in the course of travel. Accordingly, the general standard that should always prevail is the exercise of good judgment in the use and stewardship of the City's resources.

## **APPLICATION OF POLICY**

Any person may be eligible for expense advance and/or reimbursement pursuant to this policy if associated with the City of Belle Isle as an employee or elected official, provided the following criteria are applicable:

- Travel is in the best interests of the City of Belle Isle
- Travel/meeting is approved by the Department Head and/or City Manager
- The most economical and cost effective means of travel/transportation is used whenever feasible
- Meeting/travel is conducted to discuss City-related business
- Meeting is held/attended to improve relations between the City of Belle Isle and an organization that may provide benefit to the City of Belle Isle and/or the Belle Isle community
- Lodging expense is reasonable and the most economically feasible accommodations are selected whenever possible
- Lodging expense is required due to attendance at an approved meeting, training, workshop, conference and/or seminar.

## USE OF CITY VEHICLES

Whenever practical and available, City vehicles are to be used for official City of Belle Isle business requiring travel either within or outside the City. Use of City vehicles is to be limited to official business only. Parties requesting use of City vehicles must maintain a valid drivers' license at all times during use and must operate the vehicle in accordance with all regulations and requirements. It is the user's responsibility to refuel the vehicle prior to ending travel.

Due to liability concerns, non-City employees and/or non-government officials should not be transported as passengers in City vehicles.

## PAYMENT PROTOCOL

The City of Belle Isle pays for travel, lodging and related expenses through reimbursement.

The City's "Official Business Travel Reimbursement Request" must be submitted to the Finance Director for approval after completion of travel. Reimbursement may not be effectuated for requests lacking itemized expense receipts.

The Finance Director shall forward the approved form to the City Manager, if there is a question about the reimbursement request. The Finance Director shall process the form, pursuant to the standard protocol for accounts payable processing.

Penalties for misusing public resources is a violation of the City of Belle Isle's policy and may result in loss of reimbursement privileges, restitution, civil and criminal penalties as well as additional income tax liability.

## REIMBURSEMENT GUIDELINES

Persons requesting travel expense advances pursuant to this policy may receive funds subject to the following guidelines:

***Mileage-*** reimbursement for mileage for use of a personal vehicle shall be made utilizing the City of Belle Isle as the point of origin for travel (unless preapproval from the City Manager is received for another point of origin) and shall be paid at the prevailing Internal Revenue Service standard reimbursement rate in effect at the time the travel request is approved.

An accurate mileage figure (from Belle Isle to destination) is required. Mileage calculators may be obtained from various sources including MapQuest, Google Maps, the American Automobile Association (AAA) or other source approved by the City.

***Lodging-*** reimbursement for lodging shall be provided where confirming cost documentation is provided, including all applicable taxes. All receipts must clearly identify the amount of the transaction, the date, the vendor, and a description of the product or service.

The cost of lodging in connection with a conference should not exceed the group rate published by the conference sponsor for the meeting in question if such rates are available at the time of booking. If the group rate is not available, travelers should request the government rate or the lowest available rate if it is less than the government rate. Lodging rates that are equal to or less than government rates are presumed to be reasonable and hence reimbursable for purposes of this policy.

**Transportation-** reimbursement for commercial transportation (air, rail, bus) shall be provided where confirming cost documentation is provided from the transporting agency, including all applicable taxes and transfers. All receipts must clearly identify the amount of the transaction, the date, the vendor, and a description of the product or service.

*Airfare* - Airfares that are equal to or less than those available through various booking companies (Expedia, Priceline, Travelocity, etc.) are presumed to be the most economical and reasonable for purposes of reimbursement under this policy.

*Rail/Bus* - Rail and/or bus fares should be equal to or less than the least expensive alternate method of transportation (e.g. air fare or mileage expense).

*Car Rental* - Charges for rental vehicles may be reimbursed if it is determined that a rental vehicle is more appropriate than other forms of transportation. The IRS mileage rates will not be paid for rental vehicles; only receipted fuel expenses and other expenses related to automobile travel (tolls, parking fees) will be reimbursed.

*Taxis/Shuttles* -Taxis or shuttle fares, including companies such as Uber or Lyft, may be reimbursed, including a 15% gratuity per fare.

*Airport Parking* - The most cost effective long-term parking is to be used for travel exceeding 24-hours.

**Meals** - total daily maximum reimbursement for meals shall equate to the Internal Revenue Service per-diem rates. The City will reimburse a maximum of \$70.00 per day. Reimbursement payments for individual meal rates shall be subject to the following criteria:

- a) Breakfast- if travel/meeting requires business activity/contact between 6:00 a.m. and 10:30a.m.
- b) Lunch - if travel/meeting requires business activity/contact between 11:00 a.m. and 2:30p.m.
- c) Dinner - if travel/meeting requires business activity/contact between 3:00 p.m. and 6:00p.m. or thereafter

The maximum per-meal reimbursement rates (including gratuity) are:

- Breakfast- \$15.00
- Lunch - \$20.00
- Dinner - \$35.00

Gratuity will be reimbursed up to 15%

If meals are provided as part of the event and the employee decides not to eat the event-provided meal and purchases another meal, the employee will not be reimbursed for that meal.

**Incidentals** -reimbursement for incidentals (e.g. laundry, cleaning and pressing of clothing, luggage handling service fees/tips to porters/baggage carriers, tips to housekeeping, etc.) may be provided where written confirmation of actual cost is obtained from the vendor/agent/provider, (including all applicable taxes) and necessity of service is established.

**Telephone/Fax-** If required to conduct City business, employees may be reimbursed for actual telephone and fax expenses incurred while on City of Belle Isle business. Telephone/fax bills should identify which calls were made on City of Belle Isle business.

**Internet-** If required to conduct necessary City business, employees may be reimbursed for internet access connection and/or usage fees.

**Other-** baggage handling fees and gratuities of up to 15% may be reimbursed.

Expenses for which the City of Belle Isle employees receive reimbursement from another public agency are not reimbursable.



City of Belle  
Isle  
POLICY PROMULGATING IRS MILEAGE  
REIMBURSEMENT RATE

#### PURPOSE

The purpose of this policy is to stipulate the rate at which the City reimburses employees and elected officials for use of their personal vehicle in the conduct of City business.

#### POLICY

It is the City of Belle Isle's policy to reimburse employees and elected officials for personal vehicle use at the current Internal Revenue Service rate.

#### CURRENT APPROVED RATE

Beginning on Jan. 1, 2018, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 54.5 cents for every mile of business travel driven
- In the event that this Policy is not updated promptly at the beginning of the calendar year, the current rate can be located at:

<https://www.irs.gov/tax-professionals/standard-mileage-rates>

#### PROCEDURES

- Individuals seeking reimbursement must provide to the Finance Director proof of automobile insurance with each reimbursement request.
- Individuals seeking reimbursement for use of personal vehicles shall complete the City's "Official Business Travel Reimbursement Request Form"
- Proof of mileage traveled shall be attached to each reimbursement request. Proof shall consist of "Map Quest" verification (or similar automated mapping system).

#### REIMBURSABLE ACTIVITIES

- Meetings with representatives of local, regional, state or federal governments and related organizations regarding City issues.
- Attendance at educational seminars designed to improve skills and knowledge.
- Participation in local, regional, state or federal and related organizations that influence City interests.
- Special events that recognize City service(s) in the community.
- Meetings with City consultants, contractors, advisors, agents, legal counsel to discuss matters of importance to the City.



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

**Meeting Date:** October 15, 2019

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

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

**Subject:** Proposed Policy – Capital/Fixed Assets

**Background:** One of the recommendations of the forensic auditor was for the City to adopt a capital/fixed asset policy due to findings they produced in the audit. The purpose of this policy is to set forth the guidelines for the physical and reporting control of the City's fixed assets and establishes the minimum cost (capitalization amount) that shall be used to determine the capital assets.

**Staff Recommendation:** Review the proposed policy, make any recommendations necessary and then adopt the policy

**Suggested Motion:** I move we approve the Capital/Fixed Assets Policy.

**Alternatives:** Do not adopt the policy

**Fiscal Impact:** None

**Attachments:** Draft Policy

## CAPITAL/FIXED ASSET POLICY

Capital outlays by a local government for long term use in the provision of goods and services to the citizens are referred to as capital assets or fixed assets. Examples include land, buildings, infrastructure, vehicles, equipment and improvements other than buildings. Once the purchase is completed, it is recorded on the balance sheet as a capital asset and annual depreciation expenditure is recognized over its estimated useful life.

This policy establishes uniform and consistent standards for the purchase, control, disposal, and depreciation of capital assets acquired and owned by the City of Belle Isle.

Proper reporting, classification and control of capital assets by employees will ensure that such assets are efficiently utilized and protected against damage and loss. The policy outlines the procedures necessary to make certain that capital asset transactions are initiated, authorized and approved by the appropriate level of management to protect against unnecessary purchases, improper disposal or transfers before the life expectancy of the asset is met. An inventory of capital assets, including the location and value of the asset, will be maintained by the Finance Department and the department to which the asset is assigned.

The City Manager's Office is responsible for disposal of all property in accordance with the Belle Isle Municipal Code Section 2-221 to 2-226.

### Definitions

- **Capital/Fixed Asset:** A capital/fixed asset is a tangible or intangible item with an original monetary unit cost of \$5,000 or more and a useful life greater than one year. Such items are recorded on the balance sheet and depreciated based on life expectancy. Examples include land, building, infrastructure, vehicles, equipment and improvements other than buildings.
- **Construction in Progress:** A temporary grouping of asset costs being built or constructed, that are not anticipated to be completed by the end of the current fiscal year. Project and funding are restricted and upon completion of construction, it is classified as a capital asset in the appropriate category listed below.
- **Land and Easements:** Includes all land and easements purchased by or donated to the City of Belle Isle. Donated land and easements is recorded at its appraised value at the time of acquisition. Related costs such as legal fees, filing and excavation costs, property taxes, and the like, that are incurred to put the land and easements in condition for its intended use are capitalized and included in the cost of the land and easements.
- **Buildings/Additions and/or Improvements:** Includes all City owned buildings and all permanently attached fixtures. If buildings are donated to the City, the value is recorded at its appraised value at the time of acquisition. Related costs such as attorney's fees, architect's fees, inspection fees, and building permits are included as part of the total cost.

- Vehicles, Machinery/Equipment, Furniture/Fixtures: All tangible items owned by the City of Belle Isle that are useful in carrying on daily operations. Examples include vehicles, machinery, equipment, computers, software, tools, and furniture and fixtures. Related costs such as delivery charges, permanent attachments that are not removable, and setup charges are included in the cost. Equipment donated to or seized by the City of Belle Isle is recorded at estimated value.
- Depreciation: A systematic allocation of the cost of a capital asset over its estimated useful life.

#### Capital/Fixed Asset vs. Expenditure

City purchases are either current year expenditures (consumed within one year) or capital expenditures (recorded as capital assets on the balance sheet for financial reporting purposes). Purchases with extremely short useful lives and small monetary value are properly reported as an “expenditure” or “expense” in the period in which they are acquired. This policy does not cover those items.

Capital outlays that benefit current and future years are properly classified as capital assets but must meet the following criteria established for inclusion in the capital outlay category. Please note that capital assets received by means of donation or grants follow the same criteria. Also, the final determination of classification will be based on accounting principles and financial reporting requirements.

1. The capitalization threshold for each individual item is \$5,000.
2. The estimated useful life following the date of acquisition is greater than one year.
3. The item is not consumed, unduly altered, or materially reduced in value immediately by use.
4. The capitalization threshold should be applied to individual assets rather than to groups of assets (e.g. desks, tables, chairs, software, and so on).
5. Capital assets are recorded at historical cost and should include all charges necessary to place the asset in its intended location (freight charges) and charges necessary to place the asset in its intended condition for use (installation and site preparation charges).
6. The historical cost of a capital asset should include the cost of any subsequent additions or improvements but exclude the cost of repairs, as these costs are expensed. An addition or improvement, unlike a repair, either enhances a capital asset’s functionality (effectiveness or efficiency), or extends a capital asset’s expected useful life.

*The following criteria are excluded from the capital outlay category.*

1. Items that require regular replacement due to rapid wear.
2. Items destroyed after one-time use.

3. Items installed or added to an existing capital asset where such additions are required merely to return the item to a functioning product, for example, engine overhauls, replacement of lens in camera of closed circuit TV units, or adding/replacing a tool box to a pickup truck.

#### Purchase of Capital/Fixed Assets:

The annual budget is approved by the City Council and sets spending limits for capital outlays in each fund. The Finance Department sets the internal processing controls for budget, purchasing and accounting purposes and the City's Purchasing Policy sets the guidelines for compliance with applicable laws and regulations. These internal controls segregate job duties to ensure that purchases are budgeted, initiated, authorized and approved by appropriate personnel and communicated to City management and the public.

Departments must work with the Finance Department on all capital assets given directly to the City or received through donation or grant funding, whether purchased directly by the City and reimbursed by the agency or received directly from the Agency because special financial reporting may be required.

#### Recording and Control of Capital/Fixed Assets:

The Finance Department will maintain the Fixed Asset application and is responsible for accounting, depreciation, inventory, and financial reporting by following generally accepted accounting principles for local governments including those principles prescribed by the Governmental Accounting Standards Board (GASB).

**New Purchases:** Employees must follow the Purchasing Policy when making capital purchases. Limits are set on employee authorities to approve and make purchases. After the purchase order is issued the employee is authorized to proceed with ordering the item. When the item is received and meets the purchase order specifications, the department must notify the Finance Department to process payment to the vendor once the invoice is received. It also moves the item into the City's Fixed Asset record keeping software. The Finance Director will notify the department for additional information required to complete the fixed asset record. Additional information may include serial/model number, useful life and location of the asset. (see Capital Asset Worksheet).

**Transfers:** When capital assets are transferred between departments (i.e. the Stormwater Fund gives a truck to the General Fund) the departments should notify the Finance Director by completing a Capital Asset Worksheet. The Finance Director will then adjust the capital asset record for location and change balance sheet and depreciation expenditure accounts to the department controlling the asset.

**Donations/Gifts:** When the City receives fixed asset gifts or donations departments should complete a Capital Asset Worksheet and submit it to the Finance Department so the item can be recorded in the financial records.

**Inventory and Control of Capital Assets:** It is incumbent upon department directors to maintain adequate control over all of a department's assets, including its fixed assets, to minimize the risk of loss

or misuse. Each department is to have designated staff responsible for inventory and control of fixed assets. At no time should capital assets be used by employees for personal gain.

**Audits and Reporting:** The Finance Department is responsible for conducting periodic audits to validate location and condition of all capital assets.

**Disposal:** The City Manager is responsible for disposal of all property in accordance with BIMC Sections 2-221 to 2-226. A completed Capital Asset Worksheet is required for all disposals.

**Depreciation:** On an annual basis after validating inventory, the Finance Director will calculate depreciation on each class of depreciable assets using the straight-line method and following GASB estimated useful lives. Estimated useful lives are as follows:

- Buildings 15-40 Years
- Towers, tanks, and pump stations 30 Years
- Infrastructure 10-50 Years
- Machinery and Equipment 3-15 Years
- Vehicles 2-15 years
- Furniture and Fixture 5 Years
- Other Improvements 2-30 Years

### Capital/Fixed Asset Worksheet

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

## **THE CITY OF BELLE ISLE, FLORIDA**

### **INVESTMENT POLICY**

#### **1.0 POLICY**

It is the policy of the City of Belle Isle, Florida (the “City”) to invest funds in a manner that will provide the highest investment return with the maximum security while meeting the City’s daily cash flow demands and complying with all statutes governing the investment of Belle Isle Funds.

#### **2.0 SCOPE**

This policy will pertain only to those funds in excess of those required to meet short-term expenses. It will not pertain to pension, trust, or bond funds where existing policies or indentures are in effect.

#### **3.0 STATUTORY AUTHORITY**

The investment of Local Government surplus funds is administered under Chapter 218, Part IV, sections 218.40 through 218.415, Florida Statutes.

#### **4.0 ORGANIZATION**

The organization of the investment functions of the City of Belle Isle shall consist of the City Council, a City Manager (CM) and a Finance Director (FD). The responsibilities of these groups are as follows:

##### **1. The City Council**

The City Council is the elected body responsible for the administration and the investment of the assets of the City of Belle Isle. The City Council may acquire, hold, manage, purchase, sell, assign, trade, transfer or dispose of any security, evidence of debt, or other investment in which the City's assets may be invested. To assist the City Council in discharging its responsibilities, the City Council shall receive recommendations from the City Manager and the Finance Director.

##### **2. The City Manager**

The City Manager (CM) is the chief administrative officer for the funds management and custodian of the City’s funds. The CM is responsible for executing the investment policies of the City Council. In addition, the CM employs the members of the finance department and is responsible for their compliance with the Personal Conduct Standards. The CM is responsible for recommending investment dealers and brokers who are eligible to do business with the City. These recommendations are subject to the review and approval of the City Council.



The CM is also the investment officer of the City and is granted full authority and responsibility by the City Council in the purchase, sale assignment, exchange, and transfer of securities, and for the safe custody of security holdings, subject to Council policies, rules, regulations, and directives consistent with regulatory and statutory limitations.

### 3. The Finance Director

The Finance Director (FD) will review the investments of the City to be sure that they conform to the requirements of prudence and comply with statutory and regulatory requirements and with the investment objectives and policies adopted by the City Council. The FD shall review the previous quarter's investment transactions, investment performance, asset mix, and portfolio strategy and make recommendations to the City Manager for any changes deemed appropriate.

The FD is employed full time and is responsible to the CM. The FD interprets, administers, and advises the City Council on investment strategies, including specific investments for the City Portfolio. The FD maintains current information on securities owned or considered for ownership. The FD also executes transactions through selected broker-dealers, collects investment income, and prepares reports of an investment nature as may be required by the City Council and the City Manager.

No Council members, nor the CM or FD, in any manner of relationship or affiliation, may receive any benefit, either through sale of goods or services or through brokerage commissions or other compensation from the City.

## 5.0 INVESTMENT OBJECTIVES

The primary objectives, in priority order, of the City of Belle Isle's investment activities shall be:

1. **Safety.** Safety of principal is the foremost objective of the investment program. Investments of Belle Isle shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
2. **Liquidity.** The City of Belle Isle's investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the City's investment risk constraints and the cash flow characteristics of the portfolio.
3. **Return on Investment.** The City of Belle Isle's investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the City's investment risk constraints and the cash flow characteristics of the portfolio.

## 6.0 INVESTMENT OBJECTIVES BY TYPES OF FUNDS

Public Funds will be divided into three categories, and the investment objectives and policies vary with the nature of the fund:

### 1. Fund for Operating Expenses

Funds to provide for the ordinary operating expenses of the City of Belle Isle; Portfolio management is designed to balance the inflow and outflow of the principal of the funds, using income generated as a supplementary source of revenue.

- A. **Objective:** The primary investment objectives of this portfolio are preservation of principal and liquidity; income is a secondary objective.
- B. **Risk Tolerance:** Because most of the principal of the fund will be paid out over the course of the fiscal year, volatility of principal is not permitted, although moderate income volatility can be tolerated. Financial risk is not acceptable, and because of the short investment time horizon of the funds, exposure to interest rate risk and purchasing power will be minimal.
- C. **Rates of Return:** The annual time-weighted rate of return of this portfolio should exceed the annual total return on three-month Treasury bills.

### 2. Fund for Capital Expenditures

Funds to provide for major expenses, capital outlays, and other specified nonrecurring long-term purposes: This portfolio is managed to ensure that funds are available as needed, preserve the principal, and generate income that can supplement other funding sources.

- A. **Objective:** The primary investment objectives of this fund are preservation of principal and sufficient liquidity to meet funding of capital or other special projects as required. Income is a secondary objective.
- B. **Risk Tolerance:** No principal volatility is tolerated, the fund will be invested in nonvolatile, liquid investments to ensure payment for projects when due. Moderate income volatility is permitted. Financial risk is unacceptable, and because the investment time horizon of the fund is relatively short, exposure to interest rate and purchasing power risk will be minimal.
- C. **Rates of Return:** The annual time-weighted rate of return on this portfolio should exceed the total return on six-month Treasury bills.

### 3. Surplus Funds

Surplus funds that have no designated purpose and that may be set aside for contingencies or emergencies or may be used to supplement the other two funds as necessary; Portfolio management is designed to generate income and preserve the principal so that it will be available when needed.

- A. **Objective:** The primary investment objective is to provide income (and perhaps principal) for future uses. Preservation of principal is a primary objective also.
- B. **Risk Tolerance:** Minimal volatility of principal is acceptable in order to obtain additional income. Financial risk is unacceptable, and interest rate risk and purchasing power risk will be minimal. Income volatility can be moderate.
- C. **Rate of Return:** The rate of return should equal or exceed the return on an index of government securities with and an equal duration measured over a complete market cycle.

## 7.0 PERFORMANCE MEASUREMENT

On a quarterly basis the Finance Director will provide the City Manager and the City Council a performance report indicating each a type of investment instrument and their return. This information will be analyzed to guide the Finance Director in the mix of investments for the following quarter.

## 8.0 ETHICS

The standard of prudence to be used by investment officials shall be the "Prudent Person Rule," which states, "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment considering the probable safety of their capital as well as the probable income to be derived from the investment."

The Prudent Person Rule shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

## 9.0 INVESTMENT POLICY GUIDELINES

The following investment policy guidelines are adopted:

1. **Maturity and Liquidity Requirements.** Sufficient cash equivalent cash equivalent investments will be held to enable the City to meet day to day obligations for the next six months. Investments will be made in accordance with known and anticipated cash needs and cash-flow requirements.
  
2. **Permissible Investments.** The City may invest funds in the following:
  - a. The Local Government Surplus Funds Trust Fund.
  - b. Negotiable direct obligations of, or obligations the principal and interest of which are unconditionally guaranteed by, the United States Government at the then prevailing market price for such securities.
  - c. Savings accounts or certificates of deposit in state-certified qualified public depositories.
  - d. Money market mutual funds that restrict investments to United State Government Obligations.
  - e. Obligations of the federal farm credit banks; the Federal Home Loan Mortgage Corporation, including Federal Home Loan Mortgage Corporation participation certificates; or the Federal Home Loan Bank or its district banks of obligations guaranteed by the Government National Mortgage Association.
  - f. Obligation of the Federal National Mortgage Association, including Federal National Mortgage Association participation certificates and mortgage pass-through certificates guaranteed by the Federal National Mortgage Association.
  - g. Investment vehicles for Florida listed at:  
<https://www.myfloridacfo.com/Division/Treasury>  
<https://www.myfloridacfo.com/division/treasury/collateralmanagement>
  
3. **Prohibited Investments and Investment Practices.** The following are prohibited:
  - a. Purchases on margin or short sales.
  - b. Derivative securities that are, in effect, a leveraged bet in future movements of interest rates or some price index. Collateralized mortgage obligations, because of their complexity and prepayment rates uncertainties, are prohibited.
  - c. Lending securities with an agreement to buy them back after a stated period of time (Reverse purchase agreements from the perspective of the public body).
  
4. **Diversification**  
 The investment portfolio will be diversified to avoid incurring undue concentration in securities of one type or securities of one financial institution, so that no single investment or class of

investments can have a disproportionate impact on the total portfolio. This restriction does not apply to U.S. Treasury securities or the Local Government Surplus Trust Fund.

## **10.0 AUTHORIZED INVESTMENT INSTITUTIONS AND DEALERS**

The Finance Director will maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment services in the state of Florida. No public deposit shall be made except in a qualified public depository as established by state laws.

The approved list will be developed in accordance with these Investment Policies.

For banks and savings and loan associations to be included on the approved list, they must be a Qualifies Public Depository, as determined by the State of Florida. A listing of the Qualified Public Depositories is available on a quarterly basis from:

<https://www.myfloridacfo.com/division/treasury/collateralmanagement/documents/ListofActiveQPDs.pdf>.

Only brokers and dealers (or their agents) included on the Federal Reserve Bank of New York's list of primary government securities dealers will be included on the City's approved list. Other non- primary dealers can be used provided that the dealer is approved by the City Council, City Manager and Finance Director and a memo indicating this approval is contained in the investment files and records.

## **11.0 SAFEKEEPING OF SECURITIES-POLICIES**

To protect against potential fraud and embezzlement, the investment securities of the City shall be secured through third-party custody and safekeeping procedures. Copies of the current custody and safekeeping agreements must be included in the investment files and records.

Physical delivery type securities will be held in safekeeping at the appropriate location and the City's interest in the security will be clearly indicated in all confirmations and reports received from the dealer and the safekeeping bank. All physical delivery securities will be kept separate from the institutions' own assets.

Book-entry type securities will be held by the third party bank for the interest of the City of Belle Isle, and these securities will be kept separate and apart from the institutions' own assets.

Investments held in custody and safekeeping by the Federal Reserve Bank of The City of

Jacksonville or any other Reserve Bank will qualify as third-party safekeeping. Pledged securities under a repurchase agreement must contain provisions that the security has been pledged to the City of Belle Isle. All approved institutions and dealers transacting repurchase agreements shall execute and perform as stated in the Master Repurchase Agreement. All repurchase agreement transactions shall adhere to the requirements of the Master Repurchase Agreement. Other banks may qualify as third-party banks for safekeeping provided the securities are held in the Trust Department of the bank, and the total assets of the bank are in excess of \$4 billion.

Certificates of deposit and other time deposits do not need to be placed with a third-party custodian, since they are collateralized through Chapter 280 of the Florida Statutes. However, they must be protected against physical damage from fire, flood, or theft.

Prior to any securities being transferred to a third-party custodian bank, custodian /safekeeping agreement will be executed by both parties and placed on file.

## **12.0 BID REQUIREMENTS-POLICIES**

The City of Belle Isle shall analyze and select one or more optimal types of investment, and the security will be competitively bid when feasible and appropriate.

## **13.0 INTERNAL CONTROL-POLICIES**

The internal controls are designed to prevent loss of funds due to fraud, employee error, and misrepresentation by third-parties or imprudent actions of city employees. These controls shall be subject to review in conjunction with financial audits of the City by independent auditors.

## **14.0 REPORTING**

The Finance Director shall prepare an investment report at least quarterly, including a succinct management summary that provides a clear picture of the status of the current investment portfolio and transaction made over the last quarter which shall include securities in the portfolio by class or type, book value, income earned, and market value as of the report date. This management summary will be prepared in a manner that will allow the City to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report will be provided to the City Manager and the City Council, and the report will be available to the public.

## 15.0 ALTERNATIVE INVESTMENT GUIDELINES

In addition to the policy guidelines listed above, the City of Belle Isle may invest in the following instruments at prevailing market rates/prices:

- a. Local Government Surplus Funds Trust Funds, or any intergovernmental investment pool authorized through the Florida Inter local Cooperation Act.
- b. SEC registered money market funds with the highest credit quality rating from a nationally recognized rating company.
- c. Savings accounts in state-certified, qualified depositories.\*\*\*
- d. Certificates of Deposit (CD's) in a state-certified, qualified public depositories.\*\*\*
- e. Direct obligations of the U.S. Treasury.\*\*\*
- f. Federal Agencies and instrumentalities.\*\*\*
- g. Rated or unrated bonds, notes, or instruments backed by the full faith and credit of the government of Israel.
- h. Securities of, or other interests in, any open-end or closed-end management-type investment company or investment trust registered under the Investment Company Act of 1940, 15 U.S.C. ss. 80a-1 et seq., as amended from time to time, provided that the portfolio of such investment company or investment trust is limited to obligations of the United States Government or any agency or instrumentality thereof and to repurchase agreements fully collateralized by such United States Government obligations, and provided that such investment company or investment trust takes delivery of such collateral either directly or through an authorized custodian.
- i. Other investments authorized by law or by ordinance for a county or a municipality.

\*\*\*Shall be invested to match investment maturities with known cash needs and anticipated cash-flow requirements.

## 16.0 PERSONAL CONDUCT

The City Council of the City of Belle Isle is acutely aware of the responsibilities that the staff has in administering the investment assets of the City. Therefore, the integrity of the staff and all others involved in making investment decisions must be unquestionable.

Members of the City Council, the City Manager, and Finance Director may not have a direct or indirect interest in the gains or profits of any investment made by the City and may not receive any

pay or remuneration for services other than as designated compensation and authorized expenses.

All persons responsible for investment decisions or who are involved in the management of the City's assets shall be governed in their personal investment activities by the codes of conduct established by the applicable state statutes, the National Association of Securities Dealers, and the Securities and Exchange Commission, and the Code of Ethics and Standards of Professional Conduct of the Association for Investment Management and Research.

All persons responsible for investment decisions or who are involved in the management of the City's assets are prohibited from accepting invitations to functions if the cost is borne by brokers or dealers, corporations, or the system local clearing banks. Exceptions to this rule are invitations that have been extended to other members of the investment community and are made for the express purpose of presenting topics pertinent to the investment of the City's assets.

## **17.0 CONTINUING EDUCATION**

The City's officials responsible for making investment decisions and/or the chief investment officer of the City shall annually complete eight (8) hours of continuing education in subjects or courses of study related to investment practices and products.





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

**Meeting Date:** October 15, 2019

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

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

**Subject:** Proposed Policy – Investments

**Background:** One of the recommendations of the forensic auditor was for the City to adopt an investment policy due to findings they produced in the audit. The City shall invest public funds in such a manner as to comply with state and local laws; ensure prudent money management; provide for daily cash flow requirements; and meet the objectives of the Policy, in priority order of safety, liquidity, and return on investment. Although investment of public funds is outlined in the BIMC, Sections 2-251 to 2-255, the auditor recommended a more detailed policy. The City currently has a RFP out for Financial Advisors. Once we have this individual or firm on-board, we will have them review the policy and make any additional changes or recommendations.

**Staff Recommendation:** Review the proposed policy, make any recommendations necessary and then adopt the policy

**Suggested Motion:** I move we approve the Investment Policy.

**Alternatives:** Do not adopt the policy

**Fiscal Impact:** None

**Attachments:** Draft Policy



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

**Meeting Date:** October 15, 2019

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

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

**Subject:** Officer's Certificate in connection with 2012 Bonds

**Background:** In 2014 the City Surplussed several buildings on the CCA campus (Crawford House, Log Cabin, and the Blue Building). The cabin was sold, the Crawford House was purchased or donated to the Pine Castle Pioneer Days, Inc., then later turned over to the Historic Society, and the Blue Building was demolished. All buildings were appraised and determined to have little or no value. There is no record of these transactions ever being approved by the Bond Trustee. The City Council recently voted to donate the old Green House at 5903 Randolph Avenue.

As this was part of the bond issue, I contacted the Bond Trustee for guidance on what process was used for the previous 3 buildings. The trustee was unaware of these previous transactions. We then contacted the Bond Counsel for guidance on how to rectify the prior proceedings and then how to proceed with the donation of the Green House.

The Bond Counsel drafted an Officer's Certificate in connection with the City's Series 2012 Bonds and its transfer of related assets comprising a portion of the Project.

This Certificate has to be approved by the City Council and then sent to the CCA Board for approval and execution by the Board Chair. If not approved and signed, the lease could be in default.

**Staff Recommendation:** Approve the Officer's Certificate

**Suggested Motion:** I move we approve the Officer's Certificate and forward it to the CCA Board for approval.

**Alternatives:** Do not approve and default on the lease.

**Fiscal Impact:** TBD

**Attachments:** Officer's Certificate

**\$9,625,000**  
**CITY OF BELLE ISLE, FLORIDA**  
**CHARTER SCHOOL LEASE REVENUE BONDS, SERIES 2012**  
**(CORNERSTONE CHARTER ACADEMY AND CORNERSTONE CHARTER HIGH SCHOOL PROJECT)**

**OFFICER'S CERTIFICATE**

This Officer's Certificate is being delivered by an Authorized Representative in connection with the City of Belle Isle, Florida's (the "City") prior issuance of its \$9,625,000 Charter School Lease Revenue Bonds, Series 2012 (Cornerstone Charter Academy and Cornerstone Charter High School Project) (the "Bonds") issued under and secured by that certain Trust Indenture dated as of October 1, 2012 (the "Indenture"), by and between the City and Regions Bank, as trustee (the "Trustee") and the Lease Agreement dated as of October 1, 2012 (the "Lease"), by and between the City and Belle Isle Charter Schools, Inc. (the "Tenant"). Capitalized terms not otherwise defined herein shall have the meanings set forth in the Indenture and Lease.

**Background.** The City of Belle Isle City Council (the "City Council") previously declared certain property owned by the City and comprising a portion of the Project as surplus property without commercial value pursuant to the Belle Isle Code of Ordinance No. 2-221 (collectively, the "Surplussed Property"). The Surplussed Property is more particularly listed and described as follows: (i) "Crawford House" with tax parcel number 24-23-29-3400-00-073 located at 5933 Randolph Avenue, Belle Isle, FL 32809; (ii) "Log Cabin" with tax parcel number 24-23-29-3400-00-073 located at 5903 Randolph Avenue, Belle Isle, FL 32809; and (iii) "Blue House" located at 1028 Waltham Avenue, Belle Isle, FL 32809. The Log Cabin was subsequently transferred to another entity. The Blue House was subsequently transferred to another entity. The Crawford House was sold and transferred for its historic and cultural value to Pine Castle Pioneer Days, Inc. ("Pine Castle"), a Florida nonprofit corporation organized and existing under the laws of the State of Florida, pursuant to an Agreement for Sale of Surplus Property dated September 25, 2013, for a sum of \$2,067.00. T

The Tenant has used a building comprising a portion of the Project known as the "Beacon House" located at 5903 Randolph Avenue, Belle Isle, Florida 32809, as a school store and for various offices. However, due to the age and disrepair of the Beacon House, the Tenant and the City have no use for the building and the Tenant has requested the City remove the Beacon House from the property comprising the Project to provide additional space for school activities and operations. The Tenant has since utilized other space for the school store and various offices. Due to the age and historical significance of Beacon House, Pine Castle has previously approached the City and the Tenant requesting to have Beacon House donated to Pine Castle. As a result, at a meeting of the City Council on July 2, 2019, the City Council simultaneously (i) determined that to maintain the historical value of the Beacon House it would need to remain on the property comprising a portion of the Project and (ii) approved the donation of the Beacon House to Pine Castle with the qualification that the Beacon House would remain at its current location.

**Transfer of Assets.** Pursuant to Section 13.14 of the Lease, other than payments and Transfers contemplated by the Lease and/or the Indenture, the Tenant agreed that it would not Transfer Charter School Revenues, other than in the ordinary course of Tenant's business, or other assets related to the Project without the consent of 100% of the holders or Beneficial Owners of the Bonds Outstanding, except for Transfers of assets:

(a) to any Person if prior to the sale, lease or other disposition there is delivered to the Trustee an Officer's Certificate stating that such assets have or will within the next 12 months become inadequate, obsolete, worn out, unsuitable, unprofitable, undesirable or unnecessary and the sale, lease, removal or other disposition thereof will not impair the structural soundness, efficiency, or economic value of the remaining assets of such Tenant or the operation of the Project; or

(b) with respect to any Transfer of assets, to any Person in the ordinary course of the Tenant's business and on terms not less favorable to the Tenant than arm's length; or

(c) to any Person if the aggregate net book value of the assets transferred pursuant to this clause in any five consecutive Charter School Fiscal Years, does not exceed 5% of the net book value of all assets of the Tenant as shown in the Annual Financial Statements for the most recent Charter School Fiscal Year.

**Transfers of the Surplussed Property.** The undersigned Authorized Representative on behalf of the Tenant certifies that pursuant to Section 13.14(c) of the Lease, the aggregate net book value of the Surplussed Property in the five consecutive Charter School Fiscal Years immediately preceding the transfer of such Surplussed Property, did not exceed 5% of the net book value of all assets of the Tenant as shown in the Annual Financial Statements for the Charter School Fiscal Year immediately preceding the transfers of such Surplussed Property.

**Transfer of the Beacon House.** The undersigned Authorized Representative on behalf of the Tenant certifies that pursuant to Section 13.14(a) of the Lease the "Beacon House" has become inadequate, obsolete, worn out, unsuitable, unprofitable, undesirable or unnecessary and the sale, lease, removal or other disposition thereof will not impair the structural soundness, efficiency, or economic value of the remaining assets of such Tenant or the operation of the Project.

**TENANT:**

**CITY OF BELLE ISLE CHARTER SCHOOLS,  
INC.,** a not-for-profit corporation

By: \_\_\_\_\_  
Authorized Representative

By: \_\_\_\_\_  
Secretary



**2020**  
**VOTE PROCESSING EQUIPMENT**  
**USE AGREEMENT AND**  
**ELECTIONS SERVICES CONTRACT**  
**FOR MUNICIPAL ELECTIONS**

f.

This Vote Processing Equipment Use Agreement and Elections Services Contract (hereinafter referred to as the "Agreement") is hereby entered into by and between the **Orange County Supervisor of Elections Office**, (hereinafter referred to as "SOE") and the **City of Belle Isle, Orange County, Florida**, (hereinafter referred to as "MUNICIPALITY").

**RECITALS:**

**WHEREAS**, pursuant to Section 101.34, Florida Statutes, SOE is the legal custodian of certified vote processing equipment owned by Orange County, Florida and is hereby charged with the responsibility for custody and maintenance of said equipment; and,

**WHEREAS**, MUNICIPALITY desires, or is otherwise statutorily obligated, to conduct an election that requires the use of vote processing equipment to count ballots; and,

**WHEREAS**, All vote processing equipment requires specially trained and knowledgeable individuals to program, operate and maintain said equipment; and,

**WHEREAS**, The Orange County Board of County Commissioners has authorized SOE to provide any necessary terms and conditions for the use of such voting equipment; and,

**WHEREAS**, SOE can provide the necessary personnel to program, operate and maintain said equipment; and,

**WHEREAS**, MUNICIPALITY hereby acknowledges full responsibility for any and all applicable requirements under the Florida Election Code and any provisions of the city charter or municipal ordinances which may not be addressed or included in this agreement.

**NOW, THEREFORE**, in consideration of the premises and of the mutual promises, terms and conditions stated herein SOE and MUNICIPALITY agree as follows:

SECTION 1. Recitals. The above recitals are true and correct and incorporated herein.

SECTION 2. Agreement. SOE shall provide to MUNICIPALITY such necessary vote processing equipment and services according to the terms and conditions stated in this Agreement, for the purposes of conducting a General Election to be held on Tuesday, March 17, 2020, in conjunction with the Presidential Preference Primary and a Run-off Election, if necessary, to be held on Tuesday, April 14, 2020 along with the necessary equipment and services to facilitate any early voting sites and polling places as may be necessary and agreed upon by the

parties.

SECTION 3. Operation and Programming Services.

**\*\*DS200** For each election, MUNICIPALITY shall pay SOE One Hundred Fifty Dollars (\$150.00) for the program and maintenance of any DS200 tabulator and Seventy-five Dollars (\$75.00) for each additional identically programmed tabulator. For Early Voting, MUNICIPALITY shall pay SOE Seventy-five Dollars (\$75.00) for the program, maintenance and operation of each DS200 tabulator that is identically programmed and operated as the Election Day DS200 tabulators.

**\*\*ADA Equipment.** For each election, MUNICIPALITY shall pay SOE One Hundred Fifty Dollars (\$150.00) for the program and maintenance of any ADA Voting Equipment and Seventy-five Dollars (\$75.00) for each additional identically programmed machine. For Early Voting, MUNICIPALITY shall pay SOE Seventy-five Dollars (\$75.00) for the program, maintenance and operation of each ADA machine that is identically programmed and operated as the Election Day ADA machines.

**\*\*High-Speed Counter** For each election, MUNICIPALITY shall pay SOE Two Hundred Dollars (\$200.00) for the program, maintenance and operation of any M650 high-speed ballot counting equipment. Such fee shall include up to four (4) hours of processing time, election set-up and coordination, programming of high-speed ballot counting equipment and processing of envelopes through the automatic envelope openers. For each additional hour needed to provide the services described in this paragraph, MUNICIPALITY shall pay SOE Fifty Dollars (\$50.00) per hour.

**\*\*ePoll Books** For each election, MUNICIPALITY shall pay SOE Seventy-five Dollars (\$75.00) for data base set-up and maintenance of each precinct tablet set-up, which includes 2 Epoll Books and 1 Help Desk tablet per precinct. Additional check in tablets will be charged at Seventy-five Dollars (\$75.00) each.

**Repairs** For any election, all maintenance, repairs or other troubleshooting services for vote processing equipment, including any processors or tablets, will be performed exclusively by SOE and such services are included in all stated charges. However, SOE does reserve the right to seek reimbursement from MUNICIPALITY for any repairs or maintenance caused by any negligent or unauthorized acts by any employee or representative of MUNICIPALITY.

SECTION 4. \*\*Additional Early Voting Services for Off-Site Locations for Non-Ballot-on-Demand Method

Tablets For each early voting site other than the office of the SOE, MUNICIPALITY shall pay SOE Three Hundred and Seventy-Five Dollars (\$375.00) for the program and operation of two check-in stations. Such service fee includes the downloading or uploading of any necessary data. These charges are per election.

Printers For each early voting site other than the office of the SOE, MUNICIPALITY shall pay SOE One Hundred and Seventy-Five Dollars (\$175.00) for the programming, configuration and set-up of any connected printer. These charges are per election.

Delivery For each early voting site other than the office of the SOE, MUNICIPALITY shall pay SOE Two Hundred Dollars (\$200.00) for the delivery, set-up and/or pick-up of any early voting equipment. These charges are per election.

SECTION 5. \*\*Other Election Charges.

Supplies For each election, MUNICIPALITY shall pay SOE for consumable precinct supplies at a rate of One Hundred Fifty Dollars (\$150.00) for each precinct and each Early Voting site. SOE will arrange pick up of precinct supplies no later than the day after the election. MUNICIPALITY shall also identify and provide a secure place for precinct clerk(s) to return supplies and voted and unvoted ballots on election night.

PAPER PL/PR For each election, MUNICIPALITY shall pay SOE the actual costs incurred to produce, print and bind Poll Lists/Precinct Registers ("PL/PR"), including any paper or delivery costs. SOE shall have sole discretion in selecting a third party vendor to perform the requisite printing and binding services.

Communication For each election, MUNICIPALITY shall pay SOE for any actual costs incurred by SOE from a third party telecommunications provider for the set-up, activation, use and deactivation of any telephone or wireless internet lines which in the SOE's sole discretion are necessitated at any voting site. MUNICIPALITY shall also pay SOE for the cost incurred for paying Poll Workers for use of personal cell phones as needed for Election Day communication. Selection of the third party telecommunications providers shall be at the preference of SOE.

Indexes For any Street Indexes ordered or required, MUNICIPALITY shall pay SOE nine Dollars (\$9.00) as a set-up fee plus twenty-five Cents (\$.25) for each printed page.

**2020 ELECTIONS AGREEMENT****Page 4 of 10**

Vote by Mail ballots For each election, MUNICIPALITY shall pay SOE One Dollar and Seventy-five Cents (\$1.75) for each Vote by Mail ballot request processed plus actual postage costs. MUNICIPALITY shall also pay SOE ten Cents (\$.10) for each Vote by Mail ballot signature verified. MUNICIPALITY may choose to pay return postage for Vote by Mail ballots at the actual cost incurred.

Early Voting MUNICIPALITY shall reimburse SOE for any overtime hours by SOE staff due to weekend hours for Early Voting locations including any hours accrued by SOE staff at the offices of SOE. SOE may elect to evenly apportion the costs for early voting overtime hours among various municipalities, if appropriate, but in no event shall SOE be obligated to apportion such costs. SOE shall insure that experienced SOE personnel staff each Early Voting site, in accordance with Florida law.

Notices For each election, MUNICIPALITY shall pay SOE twenty-five cents (\$.25) for each Notice of Election that is mailed to each eligible voter plus actual postage costs.

Fee Schedule For each election, MUNICIPALITY shall pay SOE for any other goods or services not specifically provided for in this Agreement but that may be described or listed in the latest Municipal Fee Schedule as distributed to MUNICIPALITY. MUNICIPALITY agrees that the Municipal Fee Schedule and the prices contained therein are subject to change.

Other For each election and upon proper notice to MUNICIPALITY, MUNICIPALITY shall pay SOE for any other election services not contemplated herein which may be needed to conduct an orderly election.

SECTION 6. Term. For each election, the terms of this Agreement begins on the Effective Date and concludes when ballots have been processed, election results have been certified, all vote processing equipment has been returned to the SOE's warehouse and an audit, if applicable, has been completed. In the event of an election contest or challenge, SOE agrees to cooperate in complying with court orders and providing any public records which the SOE maintains or otherwise controls.

SECTION 7. Applicable Requirements of Florida's Election Code. MUNICIPALITY shall properly call the election in accordance with any Florida Statutes, applicable charter provisions or city ordinances. MUNICIPALITY agrees that the Municipal Clerk is responsible for the conduct of the city's elections and for ensuring compliance with all applicable Florida Statutes, including the Florida Election Code and any municipal charter provisions and ordinances. Any obligations or duties not set forth in this Agreement shall be the sole responsibility of MUNICIPALITY. To the extent that the SOE is contractually assisting the MUNICIPALITY per this agreement, SOE shall maintain compliance with each of the statutes, codes, municipal charter provisions, and ordinances referenced



above. MUNICIPALITY and SOE agree that the terms of this contract may require modification to allow compliance with any new legislation or rules promulgated by the Division of Elections as a result of any new enactments by the Florida Legislature pertaining to the Florida Election Code.

SECTION 8. Notice and Advertisement of Elections. MUNICIPALITY shall prepare and arrange for publication of all legal advertising required by state and federal statutes, city charter & city ordinances. MUNICIPALITY agrees that all advertisements of elections conducted in Orange County shall be published in both English and Spanish and that MUNICIPALITY shall be responsible for the accurate and complete translation of any such notices. SOE shall, if available, provide samples of required advertising upon request.

SECTION 9. Qualifying of Candidates. MUNICIPALITY may provide qualifying packets to candidates. MUNICIPALITY shall accept and process all qualifying papers and fees. For audio ballots, MUNICIPALITY shall collect pronunciation guides from candidates at the time of qualifying and shall submit them to SOE at the close of qualifying.

If petitions are part of qualifying process, MUNICIPALITY shall pay to SOE ten (10) cents per name checked to verify any signatures on qualifying petitions. SOE agrees to verify any signatures for any qualifying petitions submitted by MUNICIPALITY.

In no event shall SOE issue any recommendations or make any legal determinations as to the qualifications or eligibility of any candidate for municipal office.

SECTION 10. \*\*Printing of Ballots and Ballot Services. MUNICIPALITY shall place an order for a sufficient quantity of Election Day ballots with a third party printer as selected exclusively by SOE. MUNICIPALITY shall provide prompt payment to the third party printer for the cost of any printed ballots or election materials. MUNICIPALITY shall also pay SOE a per ballot fee for each Vote by Mail and Early Voting ballot printed.

MUNICIPALITY shall furnish, immediately upon the conclusion of the qualifying period, all ballot information in English and Spanish including the name the names of the candidates as they are to appear on the ballot; the name of the Municipality; the name of the election; the title of office and/or referendum title; explanation; and questions.

SOE agrees to provide the layout of the ballot(s) based on the information furnished by MUNICIPALITY and deliver ballot layout to the approved printer. MUNICIPALITY will place ballot order with printer. Both SOE and MUNICIPALITY must sign off on ballot proof(s).

Once test ballots are received from the printer, SOE will test all vote processing equipment in accordance with the standards established by the Florida Division of Elections and any applicable Florida Statutes. Upon receipt of the printed ballots from the printer, SOE shall receive, securely store and account for all ballots until disbursed to Early Voting locations or to poll clerks. SOE shall also control and limit all access to unvoted ballots while in the possession of SOE.

SECTION 11. Poll Workers. SOE will select poll workers from a group of experienced poll workers. SOE will assign back-up poll workers to be available on Election morning. SOE shall provide MUNICIPALITY with a list of poll workers and Adopt-A-Precinct organizations and will train all poll workers in accordance with the Florida Election Code and other guidelines, procedures or regulations as followed or adopted for the conduct of elections in Orange County. Clerk for MUNICIPALITY, or a representative, shall be in attendance for poll worker training sessions, at minimum the Poll Clerk training. SOE shall distribute all necessary supplies and ballots at poll worker training sessions. \*\*MUNICIPALITY shall pay poll workers directly for their services at pay rates previously established by SOE.

SOE will select and train early voting staff. SOE will pay early voting staff directly for their services. \*\*MUNICIPALITY will be billed for any overtime charges incurred due to Early Voting. If additional staff through a temporary employment agency is required for Early Voting sites located at the SOE office, SOE will recruit staff through the agency and MUNICIPALITY will be billed directly for the cost incurred.

SECTION 12. \*\*Selection of Polling Places and Early Voting Sites. SOE shall approve any Polling Place(s) and Early Voting site(s) intended for use as a voting location. SOE shall provide MUNICIPALITY with contact information for any established County polling places. Each location shall meet necessary ADA requirements. MUNICIPALITY shall conduct an onsite inspection of all polling places, including any early voting locations used other than the office of SOE, and confirm that such locations are accessible to disabled voters. SOE reserves the right to select a suitable alternative if any proposed site fails to meet SOE approval. MUNICIPALITY shall provide a list of proposed polling places and early voting sites no later than thirty-five (35) days prior to the date of the election. MUNICIPALITY shall enter into polling place agreements, if needed, and pay any rental fees or usage fees directly to the polling place.

MUNICIPALITY shall notify SOE in writing if any tables or chairs will be required. Note that each polling place must, as determined by SOE, provide a minimum number of tables and chairs. MUNICIPALITY shall pay any rental fees incurred by SOE for tables and chairs.

SECTION 13. \*\*Sample Ballots. SOE shall lay out, check and deliver sample ballot layout to a third party vendor for distribution to registered voters. MUNICIPALITY shall review the sample ballots and confirm the accuracy of the election date, office, candidate names, polling place and all other information contained therein. SOE shall coordinate the mailing of the sample ballots to all registered voters in the municipality prior to the election including accurate polling place information. MUNICIPALITY shall reimburse SOE for all costs incurred in producing and mailing sample ballots.

SECTION 14. Vote by Mail Ballots. MUNICIPALITY shall refer all requests for Vote by Mail ballots to SOE. Unless MUNICIPALITY or the Clerk for MUNICIPALITY provides written directions to the contrary, SOE agrees to accept all requests for Vote by Mail ballots by telephone, mail, or in person. SOE also agrees to mail Vote by Mail & overseas ballots as requested by registered voters, receive and securely store any voted Vote by Mail ballots. SOE will verify the signatures on any returned voted Vote by Mail ballot certificates based on current canvassing criteria and notify voters of any issues that may be susceptible to "cure" as provided by Florida law, and to account for all Vote by Mail ballots.

**\*\*MUNICIPALITY shall provide adequate staff assistance for the opening and handling of Vote by Mail ballots during the counting process and shall coordinate a date for the opening and counting of such Vote by Mail ballots with SOE.**

SECTION 15. Transportation of Elections Equipment and Supplies. SOE will be responsible for delivery and pick up of any voting equipment. One day prior to Election Day, voting equipment will be delivered by SOE, or a third party representative of SOE. One day after Election Day, voting equipment will be picked up by SOE, or a third party representative of SOE. MUNICIPALITY shall reimburse SOE, for any and all costs incurred for equipment delivery and pickup. SOE shall have full discretion and authority to hire and employ any outside third parties to assist with or perform delivery and pick-up of voting equipment. **MUNICIPALITY IS NOT PERMITTED TO DELIVER ANY ELECTION EQUIPMENT.**

SECTION 16. Location and Storage of Voting Equipment. All voting equipment shall be stored, maintained and located in a well-protected, secure, temperature-controlled and indoor room or facility. Once the voting equipment is delivered to a voting site or early voting site, no equipment shall be relocated without the prior written approval of SOE.

SECTION 17. \*\*Canvassing of Election Results. MUNICIPALITY shall schedule and coordinate the date on which the municipal canvassing board is to assemble to canvass the results of the election. If applicable, MUNICIPALITY shall coordinate for the use of SOE facilities to conduct

**2020 ELECTIONS AGREEMENT****Page 8 of 10**

the canvassing board activities. MUNICIPALITY shall notice and advertise, as needed, the dates of any canvassing board meetings. SOE shall provide the canvassing board with information and documents necessary to canvass the results of the election.

MUNICIPALITY shall convene the canvassing board to determine which voted Vote by Mail ballots are to be tabulated.

SECTION 18. \*\*Audits. MUNICIPALITY shall provide necessary personnel to conduct the audit as prescribed by law. MUNICIPALITY agrees to pay SOE for any additional costs as may be necessary, including overtime expenses, for conducting the audit.

SECTION 19. \*\*Post-Election Records Retention. SOE shall process affirmation forms and sort, inventory and pack all election materials for pick up by the Municipal Clerk for retention and disposition. MUNICIPALITY shall store or cause to be stored all necessary election records and ballots until expiration of retention period as prescribed by applicable Florida Statutes and rules.

SECTION 20. Voter History. SOE will make arrangements for recording voter history. The date selected for undertaking this activity may occur subsequent to the conclusion of all election dates and outside of the terms of this agreement; provided however, recording voter history will be completed in a timely manner.

SECTION 21. Other Necessary Costs. Any additional costs or fees that may be incurred by SOE in compliance with the Florida Election Code and as a direct result of either any Election, if necessary, that are not specified in this contract shall be paid for by MUNICIPALITY at rates and fees as established by SOE. Examples of such additional costs or reimbursements include, but are not limited to, the following:

- A. Recounts – Any expenditure for conducting a recount, including any overtime expenses for reprogramming voting equipment, and other expenses as may be necessary to conduct a recount; and,
- B. Attorney's Fees and Costs - Actual attorney's fees and costs incurred by SOE for research on any election related matter shall be invoiced by SOE for reimbursement by MUNICIPALITY.

SECTION 22. Hold Harmless Covenant. MUNICIPALITY shall at all times hereafter indemnify, hold harmless and, at SOE's option, defend or pay for an attorney selected by SOE to defend SOE, its officers, agents, and employees against any and all claims, damages, injuries, losses, liabilities, and expenditures of any kind, including attorney fees, court costs, and expenses, arising out of or resulting from any or all acts of omission or commission of or by the MUNICIPALITY, its officers, agents, or employees, with respect to any election conducted pursuant to this

Agreement. MUNICIPALITY also agrees to indemnify SOE against any administrative challenges, civil suits, or other legal challenges or appeals that may arise, including all attorney's fees and costs, from the contest of election results or the validation of any candidate qualifications.

Parties recognize that MUNICIPALITY is a Florida municipal corporation and SOE is a state agency or subdivision as defined in Section 768.28, Florida Statutes and that nothing herein is intended to serve as a waiver of sovereign immunity by either party for acts or omissions to which sovereign immunity applies. Furthermore, nothing herein shall be construed as consent by SOE, as a state agency or subdivision of the State of Florida, to be sued by third parties in any matter arising out of any contract.

SECTION 23. Entirety and Amendments. The Agreement embodies the entire agreement between SOE and MUNICIPALITY and supersedes all prior agreements and understandings relating to the conduct of elections. No modification, amendment or alteration to this Agreement shall be effective or binding unless submitted in writing and executed by duly authorized representatives of both SOE and MUNICIPALITY.

SECTION 24. Effective Date. The Effective Date of this Agreement shall be the latest date of execution by duly authorized representatives of SOE and MUNICIPALITY as shown on the signature page hereto.

Please initial in the appropriate columns	YES	NO
MUNICIPALITY gives County Canvassing board authority to canvass ballots for the joint PPP/Municipal Election		
**MUNICIPALITY will pay return postage for Vote by Mail ballots		
**MUNICIPALITY gives SOE permission to begin processing Vote by Mail ballots prior to Election evening		
**MUNICIPALITY will use current SOE Canvassing Criteria		

**IN WITNESS WHEREOF**, we, the undersigned, do hereby state that we have the authority to bind and obligate as promised herein, SOE and MUNICIPALITY for purposes of executing this Agreement on the dates set forth below.

---

Signature

---

Bill Cowles

---

Name (Printed or Typed)

---

Orange County Supervisor of Elections

---

Title

---

Date

---

Witness Signature

---

Witness Name (Printed or Typed)

---

Signature

---

Name (Printed or Typed)

---

Title

---

Date

---

Witness Signature

---

Witness Name (Printed or Typed)



**MUNICIPAL FEE SCHEDULE  
SUPERVISOR OF ELECTIONS  
ORANGE COUNTY, FLORIDA  
2019-2020**

f.

Fee schedule is only applicable to actual charges for services or goods provided by the Supervisor of Elections Office. If additional services or goods are subcontracted to another party or entity, actual costs incurred will be charged.

**ELECTION DAY SERVICES**

**Polling Place Elections**

\$150.00 for election and programming services (includes one (1) tabulator, eight (8) voting booths, one (1) emergency ballot box, (1) precinct sign, ballot layout and testing, and a printer liaison).

\$75.00 programming services fee for each additional tabulator that is identically programmed.

\$150.00 programming services fee for the first programmed ADA Voting Equipment, includes audio files.

\$75.00 programming services fee for each additional ADA Voting Equipment that is identically programmed, includes audio file.

Actual costs incurred for equipment delivery and/or pick-up (if applicable).

\$75.00 for each precinct tablet set-up fee. (includes 2 ePoll Books & 1 Help Desk tablet per precinct)

\$75.00 for each additional tablet set-up fee.

\$41.00 for Internet Mifi hotspot access.

\$5.00 per precinct, Election night results modemming fee.

\$35.00 for each precinct iPad mini set-up fee. (used by Line Walker & only if requested by the municipality)

\$25.00 for each Poll Worker reimbursed personal cell phone usage, includes Poll Clerk & HDOPs at each precinct.

### HIGH SPEED COUNTER SERVICES

#### Vote-By- Mail Ballot Counting

\$200.00 per election which includes up to four (4) hours of processing time, election set-up and coordination, programming of high speed ballot counting equipment and processing of envelopes through the automatic envelope openers.

\$50.00 for each additional hour

#### Mail Ballot Elections

\$200.00 per election which includes up to four (4) hours of processing time, election set-up and coordination, programming of high speed ballot counting equipment, printer liaison and processing of envelopes through the automatic envelope openers.

\$50.00 for each additional hour

### EARLY VOTING ELECTION SERVICES

#### Early Voting Sites

\$375.00 per election set-up, includes programming and functionality of 2 check-in station tablets including the downloading or uploading of any necessary data.

\$75.00 for each additional check-in tablet set-up fee.

\$175.00 for the programming, configuration and set-up of any connected printer.

Actual BOD printing costs incurred, cost of paper and toner.

\$41.00 Internet Mifi hotspot access.

\$200.00 per site for the delivery and/or pick-up of any Early Voting equipment.



OTHER ELECTION CHARGES

Back-up Poll List/Precinct Register (PL/PR)	Actual printing costs by a third party vendor plus any paper costs. \$150.00 set-up service, plus \$.20 per page printing cost if done in-house, plus any paper costs.
Street Index	\$9.00 set-up services fee plus \$.25 for each printed page.
Vote-By-Mail* & Early Voting BOD Ballots	8.5x11: single sided \$.2675 8.5x11: double sided \$.3075 8.5x17: single sided \$.2775 8.5x17: double sided \$.3175
*Vote-By-Mail Ballot Materials & Handling (in-house)	\$1.75 per voter processed plus actual postage costs incurred
Vote-By-Mail Ballot Materials & Handling (out sourced: as determined by Supervisor of Elections staff based on workload/quantities)	Actual printing costs by a third party vendor plus actual postage costs incurred
Verifying Vote-By-Mail Signatures	\$.10 per each signature checked
Sample Ballots	Actual printing costs by a third party vendor plus actual postage costs incurred.
Consumable Supplies	\$150.00 per precinct \$150.00 per Early Voting Site
Notice of Elections	Notice of Elections are mailed to all military and overseas voters at a rate of \$.25 per notice plus actual postage.
Election Support Outside Office Hours	As determined by the Supervisor of Elections, direct staff costs will be charged for any extra hours not otherwise specified herein.
Attorney's Fees and Costs	Actual attorney's fees and costs incurred by the Supervisor of Elections office will be invoiced for reimbursement to the municipality.

MUNICIPAL ANNEXATION BALLOT OR SPECIAL DISTRICT ISSUE

Direct Staff Costs	\$30.00 for the each hour or partial hour of Supervisor of Elections Staff member that provides services for the election. Staff time charges for street changes in annexation ballot issues are directly proportional to the number of changes required and the research time for the street number ranges for each election.
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County Canvassing Board Ad	Actual costs of any advertisement in connection with the election.
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If the Annexation Passes:

Voter Information Card	Actual cost of information card plus actual postage costs.
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SALE OF VOTER LISTS

Magnetic Medium	\$10.00 per CD
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OTHER MISCELLANEOUS SERVICES AND CHARGES

Checking names on petitions	\$ .10 per name as provided for in Section 99.097(4), Florida Statutes
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Copies	Copies may not be larger than 8½ x 14 \$.15 per one-sided page \$.20 per two-sided page
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Certified Copies	\$ 1.00 per page
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Precinct Wall Maps	\$ 5.00 per map
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Precinct Map Book	\$25.00 per book
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Service Fees for Voting Booths	Service charges apply for staff to obtain voting booths from storage and then return them to storage. \$6.00 for 1 to 3 booths. \$2.00 for each additional booth.
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Service Fees for Ballot Boxes	Service charges apply for staff to obtain emergency ballot boxes from storage and then return them to storage. \$ 5.00 for 1 to 5 ballot boxes. \$ 1.00 for each additional ballot box.
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f.

Table and Chair Rentals

Service charges apply for staff to obtain tables and chairs from storage and then return them to storage.  
\$5.00 for each table.  
\$1.00 for each chair.



## 2020 Poll Worker Proposed Rates

f.

Poll Worker Pay	2018	2020	
Poll Clerk	\$275.00	\$290.00	*BCK
Assistant Clerk	\$220.00	\$235.00	*BCK
Help Desk Oath Person	\$240.00	\$255.00	*BCK
Poll Deputy	\$160.00	\$175.00	*BCK
Voting System Inspectors	\$240.00	\$255.00	*BCK
ePoll Book Inspector	\$185.00	\$210.00	*BCK
Circuit Riders	\$170.00	\$190.00	*BCK
SOE Clerk	\$325.00	\$340.00	
Line Walker	\$190.00	\$190.00	

\*All back-ups, for ALL positions, receive an extra \$20.00, they must arrive at the Supervisor of Elections office at 5:00am election morning, be willing to travel to any polling place in the County where they are needed and have their own form of transportation.

revised 2/8/19 CMC



**Belle Isle Issues Log**  
**10/15/19**

a.

<u>Issue</u>	<u>Description</u>	<u>Start Date</u>	<u>POC</u>	<u>Expected Completion Date</u>	<u>Completed Action</u>	<u>Next steps</u>
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.	All Funding is in place for Park Construction. Project to be budgeted for next fiscal year. <b>Project bid package is being put together. Advertise project next week.</b>
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 Bridge; 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. Speed tables complete. <b>Getting estimate on next project as stated in budget CIP.</b>
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 Contract signed. Pre-construction meeting scheduled for next week. Look for project completion near end of September (weather permitting). Design for Nela Avenue 80% complete.	Wind Drift is complete. Planning stage for St. Partin problem. <b>Engineers still working a plan and estimate.</b>
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. Plan Adopted. Hoffner Crosswalks and Hoffner construction at Conway tentatively to be funded in FY2019.	<b>Trentwood chicane replacement to start within two weeks. City applied for permit for Hoffner</b>
Fountain at Nela/Overlook	Council approved funding to convert the planter at Nela/Overlook to a fountain.	4/3/2017	CM	8/31/2018	G'Werks to do fountain. Centerpiece is here. Should see demo of roundabout soon after Perkins Ramp is complete. Fountain is complete. Discuss dedication with Special Events Committee.	Issue Closed.

**Belle Isle Issues Log**  
**10/15/19**

a.

Wallace Field	City purchased large area at Wallace/Matchett for open space. Issues with Wallace Street Plat in this area with people trespassing on private property. District 2 Comm. And CM met with residents to discuss solutions. Council met on June 14 and issues was discussed. Council directed that a fence would be erected around property. Dist. 2 Comm. and CM to meet with residents to discuss options for Wallace Street plat. Area is still zoned R-2.	6/14/2017	Dist.2 Comm and CM	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. All changes sent to CCA Board for review. Possibility to be on their June 26 agenda. CA rejected change in Use Agreement regarding by-laws and rejected by-law changes suggested by the City.	<b>Use Agreement changed by removing by-law language and sent to CCA for approval.</b>
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.	<b>County informed the City that the "litigation" issue may be resolved for Cross Lake to move forward. Council approved escrow amount for BOA building. Broker submitted offer to BOA.</b>
Charter School (CCA)	There has been infrastructure issues at Cornerstone for some time. The City owns the property and leases it to CCA. The City is responsible for replacing major systems at CCA according to the lease.	4/3/2017	CM	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.	City issued RFP for Financial Advisor to assist in reviewing and providing advice on CCA options
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/C M	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.	Received Facilitator's Report. Staff to put together action plan. <b>No Update.</b>
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. P&Z Board looking at possible changes to fence/wall requirements. Discussion of sidewalk maintenance	<b>Sidewalk owners notified of hazards. Continue to update Municipal code.</b>



**Belle Isle Issues Log**  
**10/15/19**

a.

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.	City Manager and Planner to review 2009 Comp Plan for errors discovered in Zoning Map.
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)	No update, but will now be an item for next fiscal year budget
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 drafted policies recommended by Auditor. Attorney reviewing policies. <b>Agenda Item</b>
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.	Flyer and posting on FB done. Code Enforcementr and Police to start enforcement of new changes. Issue Closed.



## CITY OF BELLE ISLE, FLORIDA COVER SHEET

**Meeting Date:** October 15, 2019

**To:** City Manager

**From:** Chief Laura Houston and City Clerk Yolanda Quiceno

**Subject:** Gmail vs. Microsoft Outlook

### **Background:**

Several members of the City of Belle Isle City Council recently discussed whether Gmail was the optimal email solution for the City. After researching options available for changing the email provider for the City of Belle Isle, Chief Houston, and I think it is in the best interest of the City as a whole to stay with Gmail.

A problem is about email stacking and therefore, it being difficult to search for the information. Gmail has a setting that once activated will alleviate this issue. Another area of concern is whether Gmail is a secure email provider for the police department to utilize. After consultation with the Florida Department of Law Enforcement Criminal Justice Information Security Officer, it has been determined that there are no restrictions on email providers provided, Criminal Justice Information is not transmitted via email. The Belle Isle Police Department has strict policies in place to prohibit this.

Microsoft Office 365 is an email solution, but it is expensive and is still resolving minor glitches in the software. Reverting to our in-house COBI email is also an option; however, we gained reliability and security compared to our prior configuration of Microsoft Exchange servers, which required extensive upkeep, upgrades, and patches. In addition, Gmail does not have additional costs of IT staff for programming, upgrading, or managing the backend of the system. It's already done for you.

### **Staff Recommendation:**

After further research Chief Houston and the Agency will remain with their Gmail service. They have received a JAG grant and have been able to upgrade all Officer Laptops and will continue to be in compliance with FDLE regulations.

We believe the City should utilize one email provider to maintain continuity within the City. Before moving forward with a transition we recommend and are available to provide training with the Gmail system to any City employee or Council member as needed. Current Cost for G-mail accounts for staff (9), council (7) and mayor (1) utilizing same equipment: 17 Users at 204/monthly x 12 = 2448

**Alternatives:** See attached I.T. – Response Exhibit A and March 2017 Change-over Exhibit B

**Fiscal Impact:** TBD – Installation, setup and total cost of upgrades

TO CITY OF BELLE ISLE  
FROM ALLAN CHOW – EXETER SYSTEMS  
DATE OCTOBER 15, 2019  
RE GAMIL VS OUTLOOK TRANSITION

c.

Microsoft is closing support for any operating Systems prior to Windows 10 and Server 2012. Several of the City computers, as well as the server, will need to be updated and replaced. The deadline for this is approximately the end of the year. Cost to replace the server and associated software licenses would be about \$7k to \$8k. Not all the City computers would have to be replaced – some could be upgraded, I will have a look and give you an estimate.

The City operates two domains, @cobifl.com, and @belleislefl.gov. Please be aware that either or both of these domains could be handled internally, using an Exchange server, or hosted externally with an external provider like Gmail, Office 365, etc. – the choice is ours. You could also consolidate down to one domain if you wish.

If we upgrade to Exchange 2016, it has a MUCH better Outlook Web interface than the version the City currently has (Exchange 2007). The tablet/iPad users could install Outlook, but it is not necessary, I can demonstrate.

Moving the @belleislefl.gov email domain to our own internal Exchange server would not be difficult, it would be the reverse of what we did last time – create the new accounts, and import the email from Gmail to Exchange; all done behind the scenes.

Other than the cost of performing the Server and Exchange software upgrade, there is no additional cost from a month maintenance standpoint, if that is what you mean. The cost related directly to the Exchange software and the user licenses are as follows:

- Exchange Server 2016 Standard - \$799
- Exchange Server CALs (client access licenses) \$88 x 7 users = \$616
- Replace Server: \$7k to \$8k
- Installation and Setup costs: TBD

Since you already will be upgrading your server hardware and software anyways, it would be cost-effective to move to Exchange and migrate from Gmail around the same time, if you so decide.

We already have redundant backups on site, and yes, part of the upgrade will be to back everything up to a cloud backup provider (not just email, everything – files, applications, etc.).



## Exeter Systems

SMALL BUSINESS I.T. SOLUTIONS

### Quick Proposal for City of Belle Isle

Allan Chow, Exeter Systems LLC – March 1, 2017

#### Purpose

- a. City of Belle Isle, Florida (COBI, "the City") wants to transition their email to Google Mail, under a separately domain name, from their existing on-site Exchange 2007 email system, under the current cobifl.com domain name. Project will include exporting and importing of exiting Exchange mailboxes, forwarding existing addresses, and ongoing administration of Google Mail for the City. This project does not include any changes to the existing server/Active Directory infrastructure for logins, file storage, or applications (Laserfiche, etc.)

#### Installation Overview

- b. Exchange to Google Mail
  - i. Forward Existing cobifl.com email addresses to new domain (21)
  - ii. Bulk export/import of email history to new accounts (21)
  - iii. Configure devices/desktop Outlook for new email
  - iv. Archive inactive Exchange accounts in place
  - v. Perform ongoing administration of Google Mail system on behalf of the City

#### Other

- c. Note: Some accounts will take longer than others to export/import due to size
- d. Train all users in all stores on new systems, procedures, and best security practices
- e. Document entire system

#### Costs

- f. Installation and Setup = estimated 18 hours x \$95/hour
- g. Total Installation Costs before tax and shipping = \$1,710
- h. Earliest installation window is March 27, 2017

#### Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Estimated prices are noted as such and are subject to change, with prior customer approval.

Owner Signature \_\_\_\_\_ Date of Acceptance EXETERED 3/07/2017

Installer Signature \_\_\_\_\_ Date of Acceptance \_\_\_\_\_



# special events committee

## CITY OF BELLE ISLE SPECIAL EVENTS COMMITTEE MEMBERSHIP APPLICATION

The Special Events Committee's purpose is to organize, plan and prepare for "special events" that the City can either host or attend. If you are interested in becoming part of this committee, please email Yolanda Quiceno, City Clerk a completed application at [yquiceno@belleislefl.gov](mailto:yquiceno@belleislefl.gov).

Name: Kathy McCoy  
 Home Address: 4235 Quando Drive  
 Home Phone: \_\_\_\_\_ Cell Phone: 407-234-7187  
 Email: kmccoy@kem-cpa.com Fax: 321-282-7751

1. Will you have time to fulfill the duties of this committee? ☐ Yes ☐ No
2. Are you able to attend the necessary meetings? ☐ Yes ☐ No
3. Describe your community involvement experience and or any special expertise you have which would be applicable to this committee.

I have worked on several not for profit boards as a member as well as treasurer.

I have also chaired special events committees within those organizations.

4. Describe why you are interested in serving on the Special Events Committee:

It provides me with a way to give back to my community

By signing below, you are affirming to the best of your knowledge that the information you have provided on this form is true and complete.

Signature: Kathy McCoy

Date: 10/8/19

Range of Checking Accts: First to Last Range of Check Dates: 09/01/19 to 09/30/19  
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void	Ref Num
PO #	Item	Description				Contract	Ref Seq Acct
CHARTER		FSB CHARTER SCHOOL RENTAL ACCT					
2091	09/01/19	CENTERST CENTERSTATE BANK OF FLORIDA				09/30/19	770
18-02334	1	SEPT2019 INT PYMT LINE OF CRED	1,130.21	201-569-00-7200	Expendi ture		1 1
		INTEREST					
2092	09/12/19	FISH FISHBACK, DOMINICK, BENNETT,				09/30/19	776
18-02427	1	AUG2019 LEGAL SVC PCHS/CCA	2,320.00	201-569-00-3110	Expendi ture		1 1
		CHARTER LEGAL SERVICES					
2093	09/30/19	EDLGLAZI E.D.L. GLAZING INC.					781
18-02486	1	DOORS FOR CHARTER LOWER SCHOOL	21,286.29	201-569-00-6410	Expendi ture		1 1
		CHARTER SCHOOL BUI LDING REPAIRS					
2094	09/30/19	CENTERST CENTERSTATE BANK OF FLORIDA					788
20-00022	1	LINE OF CREDIT PRINCIPAL PAYOF	250,000.00	201-569-00-7200	Expendi ture		1 1
		INTEREST					

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	4	0	274,736.50	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	4	0	274,736.50	0.00

OPERATING		Operating Account					
9734	09/05/19	CARDSERV CARD SERVICES CENTER				09/30/19	769
18-02333	1	CREDIT FOR TAX FROM LAST MONTH	22.07	001-541-00-4600	Expendi ture		1 1
		REPAIRS & MAINTENANCE - GENERAL					
18-02333	2	10 FLAG POLES FOR NELA UTILITY	165.00	001-541-00-5200	Expendi ture		2 1
		OPERATING SUPPLIES					
18-02333	3	HEAD ANCHORS WAREHOUSE DOOR	7.16	001-541-00-4600	Expendi ture		3 1
		REPAIRS & MAINTENANCE - GENERAL					
18-02333	4	PADLOCKS	71.59	001-541-00-5200	Expendi ture		4 1
		OPERATING SUPPLIES					
18-02333	5	CEMENT TO MOVE MAILBOX NELA	4.89	001-541-00-4600	Expendi ture		5 1
		REPAIRS & MAINTENANCE - GENERAL					
18-02333	6	EDGER BLADES	50.00	001-541-00-4610	Expendi ture		6 1
		REPAIRS & MAINTENANCE - VEHI CLES & EQUIP					
18-02333	7	MARBLE ROCK FOR PD	980.32	001-541-00-4600	Expendi ture		7 1
		REPAIRS & MAINTENANCE - GENERAL					
18-02333	8	INSTALL TARP/REPAIR BOX DUMPTR	396.13	001-541-00-4610	Expendi ture		8 1
		REPAIRS & MAINTENANCE - VEHI CLES & EQUIP					
18-02333	9	CEMENT FOR BACKFLOW CAGE	4.89	001-541-00-4600	Expendi ture		9 1
		REPAIRS & MAINTENANCE - GENERAL					
18-02333	10	CONCRETE FOR 4109 PLAYA CT	395.00	001-541-00-4600	Expendi ture		10 1
		REPAIRS & MAINTENANCE - GENERAL					
18-02333	11	MARBLE ROCK FOR PD	196.06	001-541-00-4600	Expendi ture		11 1
		REPAIRS & MAINTENANCE - GENERAL					
18-02333	12	WINDSHIELD BEAMS-SAFELI REIMB	32.62	001-521-00-4610	Expendi ture		12 1
		REPAIRS AND MAINTENANCE - VEHI CLES					
18-02333	13	NAMETAG FOR NEW OFFICER	10.99	001-521-00-5210	Expendi ture		13 1
		UNI FORMS					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	
PO #	Item	Description					Ref Seq	Acct
OPERATING								
		Operating Account	Continued					
9734	CARD SERVICES CENTER	Continued						
18-02333	14	MICROSOFT OFFICE SUITE	16.50	001-521-00-3100	Expenditure		14	1
		TECHNOLOGY SUPPORT/SERVICES						
18-02333	15	FLASHLIGHTS FOR NEW OFFICERS	49.98	001-521-00-5210	Expenditure		15	1
		UNIFORMS						
18-02333	16	GUN HOLSTERS FOR NEW OFFICERS	79.95	001-521-00-5210	Expenditure		16	1
		UNIFORMS						
18-02333	17	GUN HOLSTERS FOR NEW OFFICERS	47.96	001-521-00-5210	Expenditure		17	1
		UNIFORMS						
18-02333	18	JULY2019 GMAIL	352.25	001-521-00-3100	Expenditure		18	1
		TECHNOLOGY SUPPORT/SERVICES						
18-02333	19	PAPER TOWELS FOR PD	48.43	001-521-00-5100	Expenditure		19	1
		OFFICE SUPPLIES						
18-02333	20	MAGAZINE RACK HOLDER PD	39.87	001-521-00-5100	Expenditure		20	1
		OFFICE SUPPLIES						
18-02333	21	WORKBOOTS FOR OFFICER	69.95	001-521-00-5210	Expenditure		21	1
		UNIFORMS						
18-02333	22	CARDSTOCK PAPER FOR PD	34.83	001-521-00-5100	Expenditure		22	1
		OFFICE SUPPLIES						
18-02333	23	NEWSPAPER SUBSCRIPTION	7.96	001-513-00-5400	Expenditure		23	1
		BOOKS, SUBSCRIPTIONS & MEMBERSHIPS						
18-02333	24	STRATEGIC PLANNING LOCATIONUSE	2,655.84	001-511-00-3400	Expenditure		24	1
		CONTRACTUAL SERVICES						
18-02333	25	NEWSPAPER SUBSCRIPTION	15.96	001-513-00-5400	Expenditure		25	1
		BOOKS, SUBSCRIPTIONS & MEMBERSHIPS						
18-02333	26	GMAIL FOR JULY2019	204.00	001-519-00-4100	Expenditure		26	1
		COMMUNICATIONS SERVICES						
18-02333	27	STORAGE FOR PW PHONE	0.99	001-541-00-4100	Expenditure		27	1
		COMMUNICATIONS						
18-02333	28	MEMBERSHIP FOR YQUICENO	75.00	001-513-00-5400	Expenditure		28	1
		BOOKS, SUBSCRIPTIONS & MEMBERSHIPS						
18-02333	29	NOTARY FOR YQUICENO	119.00	001-513-00-5400	Expenditure		29	1
		BOOKS, SUBSCRIPTIONS & MEMBERSHIPS						
18-02333	30	SNACKS/AIR FRESHENER	55.90	001-519-00-4900	Expenditure		30	1
		OTHER CURRENT CHARGES						
18-02333	31	JULY2019 CAMERA SURVEILLANCE	15.00	001-521-00-3100	Expenditure		31	1
		TECHNOLOGY SUPPORT/SERVICES						
			6,181.95					
9756	09/06/19	FLMUNPEN FL MUNICIPAL PENSION TRUST FND				09/30/19	772	
18-02361	1	PAYROLL 9/06/19	8,088.38	001-900-00-0004	Expenditure		1	1
		RETIREMENT CONTRIBUTIONS PAYABLE						
18-02361	2	PAYROLL 9/06/19	1,201.77	001-900-00-0005	Expenditure		2	1
		457B DEFERRED COMP PAYABLE						
18-02361	3	PAYROLL 9/06/19	441.83	001-900-00-0010	Expenditure		3	1
		401A RETIREMENT LOAN PAYABLE						
			9,731.98					
9757	09/06/19	USDEPTED US DEPARTMENT OF EDUCATION AWG				09/30/19	772	
18-02362	1	PAYROLL 9/06/19	303.18	001-900-00-0017	Expenditure		4	1
		WAGE GARNISHMENT - US DEPT OF EDUCATION						

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	
PO #	Item	Description					Seq	Acct
OPERATING								
Operating Account			Continued					
9770	09/12/19	AQUATIC WEED CONTROL, INC.				09/30/19	775	
18-02412	1	SEPT2019 WATERWAY SVC-PENINSU	55.00	103-541-00-3450	Expenditure		49	1
				LAKE CONSERVATION				
18-02413	1	SEPT2019 WATERWAY SVC-CULLOUTF	45.00	103-541-00-3450	Expenditure		50	1
				LAKE CONSERVATION				
18-02414	1	SEPT2019 WATERWAY SVC	418.00	103-541-00-3450	Expenditure		51	1
				LAKE CONSERVATION				
			518.00					
9771	09/12/19	BOULEVAR BOULEVARD TIRE CENTER				09/30/19	775	
18-02419	1	REPAIR TIRE PW DUMP TRUCK	231.77	001-541-00-4610	Expenditure		56	1
				REPAIRS & MAINTENANCE - VEHICLES & EQUIP				
9772	09/12/19	CARQUEST CARQUEST AUTO PARTS				09/30/19	775	
18-02391	1	GAS CAN FOR PD	13.95	001-521-00-5200	Expenditure		7	1
				OPERATING SUPPLIES				
9773	09/12/19	CF LAWN CENTRAL FLORIDA LAWN EQUIPMENT				09/30/19	775	
18-02415	1	POLE SAW REPAIRS	292.48	001-541-00-4610	Expenditure		52	1
				REPAIRS & MAINTENANCE - VEHICLES & EQUIP				
9774	09/12/19	CONTROLS CONTROL SPECIALISTS				09/30/19	775	
18-02385	1	REPLACE POLE FROM ACCIDENT	13,065.00	001-541-00-3400	Expenditure		1	1
				CONTRACTUAL SERVICES				
18-02417	1	AUG2019 SERVICE CALLS	306.00	001-541-00-3400	Expenditure		54	1
				CONTRACTUAL SERVICES				
18-02418	1	SEPT2019 TRAFFIC SIGNAL MAINT	368.00	001-541-00-3400	Expenditure		55	1
				CONTRACTUAL SERVICES				
			13,739.00					
9775	09/12/19	DELL DELL MARKETING L.P.				09/30/19	775	
18-02392	1	ADAPTERS FOR PD LAPTOPS	1,108.23	001-521-00-6400	Expenditure		8	1
				CIP - EQUIPMENT				
18-02393	1	17 DELL LAPTOPS FOR PD	29,326.02	001-521-00-6400	Expenditure		9	1
				CIP - EQUIPMENT				
			30,434.25					
9776	09/12/19	DRAIN FIE DRAINAGE SOLUTIONS INC.				09/30/19	775	
18-02424	1	JET/VAC VARIOUS LOCATIONS	1,825.00	103-541-00-4600	Expenditure		61	1
				REPAIRS & MAINTENANCE				
9777	09/12/19	FISH FISHBACK, DOMINICK, BENNETT,				09/30/19	775	
18-02422	1	AUG2019 LEGAL SVC RETAINER	3,800.00	001-519-00-3110	Expenditure		59	1
				LEGAL SERVICES				
18-02423	1	AUG2019 LEGAL SVC LOT SPLIT	285.50	001-519-00-3110	Expenditure		60	1
				LEGAL SERVICES				
18-02426	1	AUG2019 LEGAL SVC LAKE CONWAY	6,762.50	001-519-00-3110	Expenditure		63	1
				LEGAL SERVICES				
18-02426	2	AUG2019 LEGAL SVC SOLID WASTE	920.00	001-519-00-3110	Expenditure		64	1
				LEGAL SERVICES				
18-02426	3	AUG2019 LEGAL SVC DORIAN	540.00	001-519-00-3110	Expenditure		65	1
				LEGAL SERVICES				



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PO #	Item	Description					Ref Seq	Acct
OPERATING								
Operating Account			Continued					
9777	FISHBACK, DOMINICK, BENNETT,	Continued						
18-02426	4	AUG2019 LEGAL SVC FMIT-MAYOR	247.50	001-519-00-3110	Expenditure		66	1
				LEGAL SERVICES				
18-02426	5	AUG2019 LEGAL SVC GEN FUND	5,530.03	001-519-00-3110	Expenditure		67	1
				LEGAL SERVICES				
			18,085.53					
9778	09/12/19	FISHER FISHER PLANNING & DEVELOPMENT				09/30/19	775	
18-02416	1	SEPT2019 PLANNING SERVICE	5,000.00	001-519-00-3400	Expenditure		53	1
				CONTRACTUAL SERVICES				
9779	09/12/19	FLAMUN FLORIDA MUNICIPAL INS. TRUST				09/30/19	775	
18-02406	1	SEPT2019 HEALTH/DENTAL/VIS/LIF	7,912.34	001-900-00-0006	Expenditure		22	1
				INSURANCE PAYABLE				
18-02406	2	SEPT2019 HEALTH/DENTAL/VIS/LIF	37.81	001-511-00-2312	Expenditure		23	1
				DENTAL & VISION INSURANCE - DISTRICT 2				
18-02406	3	SEPT2019 HEALTH/DENTAL/VIS/LIF	37.81	001-511-00-2313	Expenditure		24	1
				DENTAL & VISION INSURANCE - DISTRICT 3				
18-02406	4	SEPT2019 HEALTH/DENTAL/VIS/LIF	37.81	001-511-00-2315	Expenditure		25	1
				DENTAL & VISION INSURANCE - DISTRICT 5				
18-02406	5	SEPT2019 HEALTH/DENTAL/VIS/LIF	37.81	001-511-00-2316	Expenditure		26	1
				DENTAL & VISION INSURANCE - DISTRICT 6				
18-02406	6	SEPT2019 HEALTH/DENTAL/VIS/LIF	37.81	001-511-00-2317	Expenditure		27	1
				DENTAL & VISION INSURANCE - DISTRICT 7				
18-02406	7	SEPT2019 HEALTH/DENTAL/VIS/LIF	31.87	001-512-00-2310	Expenditure		28	1
				DENTAL & VISION INSURANCE				
18-02406	8	SEPT2019 HEALTH/DENTAL/VIS/LIF	5,218.80	001-513-00-2300	Expenditure		29	1
				HEALTH INSURANCE				
18-02406	9	SEPT2019 HEALTH/DENTAL/VIS/LIF	262.86	001-513-00-2310	Expenditure		30	1
				DENTAL & VISION INSURANCE				
18-02406	10	SEPT2019 HEALTH/DENTAL/VIS/LIF	147.03	001-513-00-2320	Expenditure		31	1
				LIFE INSURANCE				
18-02406	11	SEPT2019 HEALTH/DENTAL/VIS/LIF	17,792.85	001-521-00-2300	Expenditure		32	1
				HEALTH INSURANCE				
18-02406	12	SEPT2019 HEALTH/DENTAL/VIS/LIF	643.89	001-521-00-2310	Expenditure		33	1
				DENTAL & VISION INSURANCE				
18-02406	13	SEPT2019 HEALTH/DENTAL/VIS/LIF	408.07	001-521-00-2320	Expenditure		34	1
				LIFE INSURANCE				
18-02406	14	SEPT2019 HEALTH/DENTAL/VIS/LIF	1,304.70	001-541-00-2300	Expenditure		35	1
				HEALTH INSURANCE				
18-02406	15	SEPT2019 HEALTH/DENTAL/VIS/LIF	37.82	001-541-00-2310	Expenditure		36	1
				DENTAL & VISION INSURANCE				
18-02406	16	SEPT2019 HEALTH/DENTAL/VIS/LIF	31.20	001-541-00-2320	Expenditure		37	1
				LIFE INSURANCE				
			33,980.48					
9780	09/12/19	GALLS GALLS, LLC.				09/30/19	775	
18-02402	1	BELT FOR PD	27.90	001-521-00-5210	Expenditure		18	1
				UNI FORMS				
18-02403	1	RAIN COAT PD	25.00	001-521-00-5210	Expenditure		19	1
				UNI FORMS				

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PO #	Item	Description					Ref Seq	Acct
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OPERATING		Operating Account	Continued					
9780	GALLS, LLC.	Continued						
18-02404	1	RAINCOAT PD	24.00	001-521-00-5210	Expenditure		20	1
				UNI FORMS				
			76.90					
9781	09/12/19	GOLDNUGG GOLD NUGGET UNI FORM				09/30/19	775	
18-02394	1	UNI FORM PANTS FOR PD	47.05	001-521-00-5210	Expenditure		10	1
				UNI FORMS				
18-02395	1	UNI FORM SHIRTS FOR PD	107.10	001-521-00-5210	Expenditure		11	1
				UNI FORMS				
			154.15					
9782	09/12/19	HARRISCI HARRIS CIVIL ENGINEERS, LLC.				09/30/19	775	
18-02387	1	AUG2019 ENG SVC MS-4 RENEWAL	3,003.60	103-541-00-3120	Expenditure		3	1
				ENGINEERING FEES				
18-02388	1	AUG2019 ENG SVC STORMWATER	292.50	103-541-00-3120	Expenditure		4	1
				ENGINEERING FEES				
18-02389	1	AUG2019 ENG SVC WINDDRIFT DRAI	576.00	103-541-00-3120	Expenditure		5	1
				ENGINEERING FEES				
18-02390	1	AUG2019 ENG SVC GENERAL	1,655.00	001-519-00-3120	Expenditure		6	1
				ENGINEERING FEES				
			5,527.10					
9783	09/12/19	METROPLA METROPLAN ORLANDO				09/30/19	775	
18-02411	1	LOCAL ASSESSMENT FUNDING	36.15	001-511-00-5401	Expenditure		42	1
				BOOKS, SUBSCRIPTIONS & MEMBERSHIP- DIS 1				
18-02411	2	LOCAL ASSESSMENT FUNDING	36.15	001-511-00-5402	Expenditure		43	1
				BOOKS, SUBSCRIPTIONS & MEMBERSHIP- DIS 2				
18-02411	3	LOCAL ASSESSMENT FUNDING	36.14	001-511-00-5403	Expenditure		44	1
				BOOKS, SUBSCRIPTIONS & MEMBERSHIP- DIS 3				
18-02411	4	LOCAL ASSESSMENT FUNDING	36.14	001-511-00-5404	Expenditure		45	1
				BOOKS, SUBSCRIPTIONS & MEMBERSHIP- DIS 4				
18-02411	5	LOCAL ASSESSMENT FUNDING	36.14	001-511-00-5405	Expenditure		46	1
				BOOKS, SUBSCRIPTIONS & MEMBERSHIP- DIS 5				
18-02411	6	LOCAL ASSESSMENT FUNDING	36.14	001-511-00-5406	Expenditure		47	1
				BOOKS, SUBSCRIPTIONS & MEMBERSHIP- DIS 6				
18-02411	7	LOCAL ASSESSMENT FUNDING	36.14	001-511-00-5407	Expenditure		48	1
				BOOKS, SUBSCRIPTIONS & MEMBERSHIP- DIS 7				
			253.00					
9784	09/12/19	MONTOYAJ JULIA MONTOYA				09/30/19	775	
18-02425	1	REIMB ZONING FEES PAID 5/20/19	150.00	001-329-000	Revenue		62	1
				ZONING FEES				
9785	09/12/19	MUNICIP MUNICIPAL CODE CORPORATION				09/30/19	775	
18-02386	1	SEPT2019 AGENDA MANAGEMENT	300.00	001-519-00-3400	Expenditure		2	1
				CONTRACTUAL SERVICES				
9786	09/12/19	NELSONNY NELSON\NYGAARD CONSULTING ASSO				09/30/19	775	
18-02410	1	TRANS MSTR PLN SVC 4/27-8/12 F	5,963.97	102-541-00-3120	Expenditure		41	1
				ENGINEERING FEES				

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OPERATING							
Operating Account			Continued				
9787	09/12/19	OCUSW ORANGE COUNTY SOLID WASTE				09/30/19	775
18-02420	1	AUG2019 YARD WASTE	45.30	001-519-00-4310	Expenditure		57 1
				SOLID WASTE DISPOSAL/YARDWASTE			
9788	09/12/19	PREPAID LEGALSHIELD				09/30/19	775
18-02421	1	SEPT2019 PREPAID LEGAL INS	51.80	001-900-00-0007	Expenditure		58 1
				PRE-PAID LEGAL PAYABLE			
9789	09/12/19	RBT RELIABLE BUSINESS TECHNOLOGIES				09/30/19	775
18-02409	1	AUG2019 PD IT SUPPORT	950.00	001-521-00-3100	Expenditure		40 1
				TECHNOLOGY SUPPORT/SERVICES			
9790	09/12/19	REPUBLIC REPUBLIC SERVICES OF FLORIDA				09/30/19	775
18-02405	1	AUG2019 SOLID WASTE SERVICE	47,670.90	001-519-00-4310	Expenditure		21 1
				SOLID WASTE DISPOSAL/YARDWASTE			
9791	09/12/19	SLOANSAU SLOAN'S AUTOMOTIVE				09/30/19	775
18-02400	1	REPAIRS PD VEH 404	785.33	001-521-00-4610	Expenditure		16 1
				REPAIRS AND MAINTENANCE - VEHICLES			
18-02401	1	OIL CHANGE PD VEH 705	70.12	001-521-00-4610	Expenditure		17 1
				REPAIRS AND MAINTENANCE - VEHICLES			
			855.45				
9792	09/12/19	TEAM TEAM STAFFING				09/30/19	775
18-02407	1	TEMP LABOR W/E 8/25/19	426.24	001-541-00-3140	Expenditure		38 1
				TEMPORARY LABOR			
18-02408	1	TEMP LABOR W/E 8/18/19	426.24	001-541-00-3140	Expenditure		39 1
				TEMPORARY LABOR			
			852.48				
9793	09/12/19	TIRES TIRES PLUS				09/30/19	775
18-02396	1	TIRES FOR PD VEH 602	236.98	001-541-00-4610	Expenditure		12 1
				REPAIRS & MAINTENANCE - VEHICLES & EQUIP			
18-02397	1	TIRE PD VEH 407	22.79	001-521-00-4610	Expenditure		13 1
				REPAIRS AND MAINTENANCE - VEHICLES			
18-02398	1	TIRE PD VEH MP1	77.57	001-521-00-4610	Expenditure		14 1
				REPAIRS AND MAINTENANCE - VEHICLES			
18-02399	1	TIRES PD VEH 502	242.37	001-521-00-4610	Expenditure		15 1
				REPAIRS AND MAINTENANCE - VEHICLES			
			579.71				
9758	09/18/19	VOYAGER VOYAGER FLEET SYSTEMS, INC.				09/30/19	773
18-02363	1	FUEL PURCHASES P/E 8/24/19	4,101.33	001-521-00-5230	Expenditure		1 1
				FUEL EXPENSE			
18-02363	2	FUEL PURCHASES P/E 8/24/19	29.54	001-519-00-5230	Expenditure		2 1
				FUEL EXPENSE			
18-02363	3	FUEL PURCHASES P/E 8/24/19	267.41	001-541-00-5230	Expenditure		3 1
				FUEL EXPENSE			
			4,398.28				

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Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
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OPERATING							
		Operating Account	Continued				
9796	09/18/19	BNYMELLO BNY MELLON TRUST COMPANY N.A.				09/30/19	778
18-02431	1	FMLC 2016 BOND PAYMENT	85,000.00	001-584-00-7100	Expenditure		1 1
				PAYMENT ON BOND - PRINCIPAL			
18-02431	2	FMLC 2016 BOND PAYMENT	12,521.90	001-584-00-7200	Expenditure		2 1
				BOND DEBT - INTEREST			
			97,521.90				
9794	09/20/19	FLMUNPEN FL MUNICIPAL PENSION TRUST FND				09/30/19	777
18-02429	1	PAYROLL 9/20/19	7,476.38	001-900-00-0004	Expenditure		1 1
				RETIREMENT CONTRIBUTIONS PAYABLE			
18-02429	2	PAYROLL 9/20/19	1,060.81	001-900-00-0005	Expenditure		2 1
				457B DEFERRED COMP PAYABLE			
18-02429	3	PAYROLL 9/20/19	441.83	001-900-00-0010	Expenditure		3 1
				401A RETIREMENT LOAN PAYABLE			
			8,979.02				
9795	09/20/19	USDEPTED US DEPARTMENT OF EDUCATION AWG					777
18-02430	1	PAYROLL 9/20/19	336.45	001-900-00-0017	Expenditure		4 1
				WAGE GARNISHMENT - US DEPT OF EDUCATION			
9797	09/30/19	ALBERTMO ALBERT MOORE, LLC.					779
18-02434	1	TREE REMOVAL-5903 RANDOLPH AVE	4,100.00	001-541-00-4690	Expenditure		5 1
				URBAN FORESTRY			
18-02435	1	TREE ELEVATION-5435 PASADENA	1,200.00	001-541-00-4690	Expenditure		6 1
				URBAN FORESTRY			
18-02436	1	TREE REMOVAL-5840 WINDMILL CT	3,500.00	001-541-00-4690	Expenditure		7 1
				URBAN FORESTRY			
18-02437	1	TREE REMOVAL-NELA BRIDGE	461.00	001-541-00-4690	Expenditure		8 1
				URBAN FORESTRY			
18-02438	1	TREE ELEVATION-CONWAY LANDINGS	2,350.00	001-541-00-4690	Expenditure		9 1
				URBAN FORESTRY			
18-02439	1	TREE REMOVAL-ALSACE CT BEACH A	800.00	001-541-00-4690	Expenditure		10 1
				URBAN FORESTRY			
18-02440	1	TREE PRUNING-CROSS LAKE BEACH	900.00	001-541-00-4690	Expenditure		11 1
				URBAN FORESTRY			
18-02441	1	TREE REMOVAL-CITY HALL	3,500.00	001-541-00-4690	Expenditure		12 1
				URBAN FORESTRY			
18-02442	1	TREE REMOVAL-5802 LABELLE ST.	350.00	001-541-00-4690	Expenditure		13 1
				URBAN FORESTRY			
18-02443	1	TREE REMOVAL-4317 ARAJO CT	3,700.00	001-541-00-4690	Expenditure		14 1
				URBAN FORESTRY			
			20,861.00				
9798	09/30/19	CANON FI CANON FINANCIAL SERVICES, INC.					779
18-02459	1	SEPT2019 PD COPIER	174.03	001-521-00-4700	Expenditure		36 1
				PRINTING & BINDING			
18-02459	2	AUG2019 BW COPIES	14.32	001-521-00-4700	Expenditure		37 1
				PRINTING & BINDING			
18-02459	3	AUG2019 COLOR COPIES	46.54	001-521-00-4700	Expenditure		38 1
				PRINTING & BINDING			
18-02460	1	SEPT2019 CITY HALL COPIER	179.25	001-519-00-4700	Expenditure		39 1
				PRINTING & BINDING			

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OPERATING Operating Account Continued									
9798 CANON FINANCIAL SERVICES, INC. Continued									
18-02460	2	AUG2019 BW COPIES	18.77	001-519-00-4700	Expenditure		40		1
				PRINTING & BINDING					
18-02460	3	AUG2019 COLOR COPIES	175.70	001-519-00-4700	Expenditure		41		1
				PRINTING & BINDING					
			608.61						
9799 09/30/19 CF LAWN CENTRAL FLORIDA LAWN EQUIPMENT 779									
18-02444	1	OIL CHANGE HUSTLER MOWER	219.28	001-541-00-4610	Expenditure		15		1
				REPAIRS & MAINTENANCE - VEHICLES & EQUIP					
18-02461	1	ROUND UP QUICK PRO	103.95	001-541-00-5200	Expenditure		42		1
				OPERATING SUPPLIES					
18-02483	1	RECOIL REPAIR/CORDS/HAND TOOLS	29.49	001-541-00-4610	Expenditure		66		1
				REPAIRS & MAINTENANCE - VEHICLES & EQUIP					
			352.72						
9800 09/30/19 CFPROPAN CENTRAL FLORIDA PROPANE, INC. 779									
18-02476	1	PROPANE TANK RENTAL CROSSWALKS	259.00	001-541-00-4680	Expenditure		59		1
				REPAIRS & MAINTENANCE - ROADS					
9801 09/30/19 CREATIVS CREATIVE SIGNS, INC. 779									
18-02447	1	PATCHES FOR BOAT RAMP SIGNS	45.00	001-541-00-4675	Expenditure		23		1
				REPAIRS & MAINTENANCE - BOAT RAMPS					
9802 09/30/19 DORALAND DORA LANDSCAPING COMPANY 779									
18-02473	1	SEPT2019 GROUNDS MAINTENANCE	7,029.16	001-541-00-3420	Expenditure		55		1
				LANDSCAPING SERVICES					
18-02473	2	DEDUCT FOR MISSING AREAS	712.80	001-541-00-3420	Expenditure		56		1
				LANDSCAPING SERVICES					
			6,316.36						
9803 09/30/19 ENTERPRI ENTERPRISE FM TRUST 779									
18-02464	1	SEPT2019 LEASE/MAINT CODE ENF	43.68	001-513-00-4610	Expenditure		45		1
				REPAIRS & MAINTENANCE - VEHICLES					
9804 09/30/19 FEDERALE FEDERAL EASTERN INTERNATIONAL 779									
18-02454	1	BALLISTIC VEST FOR OFFICER	734.00	001-521-00-5210	Expenditure		30		1
				UNIFORMS					
9805 09/30/19 GALLS GALLS, LLC. 779									
18-02445	1	WORK PANTS NEW PW EMPLOYEE	85.97	001-541-00-5210	Expenditure		16		1
				UNIFORMS					
18-02477	1	UNIFORMS FOR PD	63.41	001-521-00-5210	Expenditure		60		1
				UNIFORMS					
18-02478	1	UNIFORMS FOR PD	188.97	001-521-00-5210	Expenditure		61		1
				UNIFORMS					
18-02479	1	UNIFORMS FOR PD	113.98	001-521-00-5210	Expenditure		62		1
				UNIFORMS					
18-02480	1	UNIFORMS FOR PD	145.76	001-521-00-5210	Expenditure		63		1
				UNIFORMS					

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PO #	Item	Description					Seq	Acct
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OPERATING		Operating Account		Continued				
9805	GALLS, LLC.			Continued				
18-02481	1	UNI FORMS FOR PD	76.50	001-521-00-5210	Expendi ture		64	1
				UNI FORMS				
			674.59					
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9806	09/30/19	GEMSEAL GEMSEAL PAVEMENT PRODUCTS					779	
18-02452	1	THERMOPLASTIC QUANDO/SOL	840.00	001-541-00-4680	Expendi ture		28	1
				REPAIRS & MAINTENANCE - ROADS				
18-02462	1	ALL WAY SIGNS RANDOLPH/WALLACE	55.00	001-541-00-4680	Expendi ture		43	1
				REPAIRS & MAINTENANCE - ROADS				
18-02463	1	STOP AHEAD/STOP/4WAY SIGNS/THE	3,992.84	001-541-00-4680	Expendi ture		44	1
				REPAIRS & MAINTENANCE - ROADS				
			4,887.84					
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9807	09/30/19	GRANITE GRANITE INLINER, LLC.					779	
18-02450	1	PIPE REPAIR SOUTH JADE CIR	61,256.00	103-541-00-6300	Expendi ture		26	1
				CIP - CAPITAL IMPROVEMENTS				
18-02451	1	PIPE REPAIR WATERS EDGE/JADE C	36,581.25	103-541-00-6300	Expendi ture		27	1
				CIP - CAPITAL IMPROVEMENTS				
			97,837.25					
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9808	09/30/19	GROUNDWE GROUNDWERKS					779	
18-02484	1	MISC SIDEWALK REPAIRS	11,020.00	001-541-00-6330	Expendi ture		67	1
				CIP - SIDEWALKS				
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9809	09/30/19	KR GARDN K. R. GARDNER					779	
18-02446	1	2206 HOMEWOOD 2019-08-024	75.00	001-541-00-4690	Expendi ture		17	1
				URBAN FORESTRY				
18-02446	2	2115 NELA AVE 2019-08-026	75.00	001-541-00-4690	Expendi ture		18	1
				URBAN FORESTRY				
18-02446	3	2502 OAK ISLAND 2019-08-028	75.00	001-541-00-4690	Expendi ture		19	1
				URBAN FORESTRY				
18-02446	4	3633 WATERS EDGE 2019-09-003	75.00	001-541-00-4690	Expendi ture		20	1
				URBAN FORESTRY				
18-02446	5	4102 PLAYA CT 2019-08-032	75.00	001-541-00-4690	Expendi ture		21	1
				URBAN FORESTRY				
18-02446	6	2520 HOMEWOOD 2019-09-013	75.00	001-541-00-4690	Expendi ture		22	1
				URBAN FORESTRY				
			450.00					
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9810	09/30/19	LIGHTSNM LIGHTS N MORE INSTALLTIONS LLC					779	
18-02453	1	REPAIRS TO LIGHT BAR PD VEH303	300.00	001-521-00-4610	Expendi ture		29	1
				REPAIRS AND MAINTENANCE - VEHICLES				
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9811	09/30/19	OELWINGO OEL WINGO MGMT CONSULTING SVCS					779	
18-02456	1	STRATEGIC PLANNING 8/16-17/19	4,182.65	001-511-00-3400	Expendi ture		32	1
				CONTRACTUAL SERVICES				
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9812	09/30/19	ORLSENT ORLANDO SENTINEL					779	
18-02465	1	AUG2019 ADVERTISEMENTS	218.75	001-519-00-4910	Expendi ture		46	1
				LEGAL ADVERTISING				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Seq Acct
<hr/>							
OPERATING		Operating Account		Continued			
9813	09/30/19	ORLUTIL ORLANDO UTILITIES COMMISSION					779
18-02468	1	WATER SVC 8/23-9/24/19	23.66	001-521-00-4300	Expenditure		49 1
				UTILITY/ELECTRIC/WATER			
18-02468	2	WATER SVC 8/23-9/24/19	431.33	001-519-00-4300	Expenditure		50 1
				UTILITY/ELECTRIC/WATER			
			454.99				
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9814	09/30/19	PAVEWAYS PAVEWAY SYSTEMS, INC.					779
18-02482	1	SPEED HUMPS/CROSSWALKS/FOUNTAIN	14,448.48	001-541-00-6320	Expenditure		65 1
				CIP - RESURFACING & CURBING			
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9815	09/30/19	PETTYCQ YOLANDA QUICENO - PETTY CASH					779
18-02485	1	FOOD FOR STAFF MEETING	21.30	001-519-00-4900	Expenditure		68 1
				OTHER CURRENT CHARGES			
18-02485	2	CM PARKING FOR OC MEETING	6.00	001-513-00-4000	Expenditure		69 1
				TRAVEL & PER DIEM			
18-02485	3	BOTTLES OF WATER FOR PD	18.00	001-521-00-4900	Expenditure		70 1
				OTHER CURRENT CHARGES			
18-02485	4	TOILET PAPER FOR CITY HALL	37.36	001-519-00-5100	Expenditure		71 1
				OFFICE SUPPLIES			
18-02485	5	COFFEE/DONUTS FOR ARBOR DAY	62.70	001-519-00-4800	Expenditure		72 1
				SPECIAL EVENTS			
18-02485	6	CLERK OF COURT CHRGS FOR COPIES	4.00	001-521-00-4900	Expenditure		73 1
				OTHER CURRENT CHARGES			
			149.36				
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9816	09/30/19	PINECAHS PINE CASTLE HISTORICAL SOCIETY		(Void Reason: CHANGE VENDOR NAME)		09/30/19 VOID	779
18-02469	1	2019 PIONEER DAYS SPONSORSHIP	600.00	001-519-00-8300	Expenditure		51 1
				CONTRIBUTIONS & DONATIONS			
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9817	09/30/19	PORTSIDE PORTSIDE MARINE, LLC.					779
18-02471	1	INSTL PWERPLES PD BOAT PATHFIN	2,499.99	001-521-00-6400	Expenditure		53 1
				CIP - EQUIPMENT			
18-02472	1	INSTL PWERPLES PD BOAT SAILFIS	2,288.78	001-521-00-6400	Expenditure		54 1
				CIP - EQUIPMENT			
			4,788.77				
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9818	09/30/19	PRICECON PRICE CONSTRUCTION					779
18-02448	1	WINDDRIFT DR STORMWATER APP#2	112,188.46	103-541-00-6300	Expenditure		24 1
				CIP - CAPITAL IMPROVEMENTS			
18-02449	1	JADE CIRCLE ROAD REPAIRS	8,420.00	001-541-00-6320	Expenditure		25 1
				CIP - RESURFACING & CURBING			
			120,608.46				
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9819	09/30/19	PRINT PRINTING USA, INC.					779
18-02457	1	FALL2019 NEWSLETTER W/POSTAGE	2,397.00	001-519-00-4700	Expenditure		33 1
				PRINTING & BINDING			
18-02457	2	FALL2019 NEWSLETTER W/POSTAGE	973.96	001-519-00-4200	Expenditure		34 1
				FREIGHT & POSTAGE			
			3,370.96				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Seq Acct
OPERATING		Operating Account	Continued				
9820	09/30/19	SLOANSAU SLOAN'S AUTOMOTIVE					779
18-02455	1	REPAIRS TO PD VEH 704	89.20	001-521-00-4610	Expenditure		31 1
				REPAIRS AND MAINTENANCE - VEHICLES			
9821	09/30/19	SUNBELT SUNBELT RENTALS					779
18-02470	1	RENT VAC PUMP HURR DORIAN PREP	999.49	103-541-00-4600	Expenditure		52 1
				REPAIRS & MAINTENANCE			
9822	09/30/19	TEAM TEAM STAFFING					779
18-02466	1	TEMP LABOR W/E 9/08/19	213.12	001-541-00-3140	Expenditure		47 1
				TEMPORARY LABOR			
18-02467	1	TEMP LABOR W/E 9/01/19	426.24	001-541-00-3140	Expenditure		48 1
				TEMPORARY LABOR			
			639.36				
9823	09/30/19	UNIVERSA UNIVERSAL ENGINEERING SCIENCE					779
18-02458	1	AUG2019 BUILDING PERMITS	13,512.40	001-519-00-3405	Expenditure		35 1
				BUILDING PERMITS			
9824	09/30/19	US SURPL U.S. SURPLUS SALES					779
18-02474	1	OC SPRAY/WEAPON LIGHT	150.72	001-521-00-5200	Expenditure		57 1
				OPERATING SUPPLIES			
18-02475	1	STINGER CASE	13.95	001-521-00-5200	Expenditure		58 1
				OPERATING SUPPLIES			
			164.67				
9825	09/30/19	FOURAKER NICHOLAS FOURAKER					780
18-02004	1	REIMB EASTER EGG HUNT EXPENSES	78.92	001-519-00-4800	Expenditure		1 1
				SPECIAL EVENTS			
9826	09/30/19	AXONENTE AXON ENTERPRISE, INC.					782
18-02487	1	2 BODY CAMERAS/MOUNTS/CABLES	1,197.75	001-521-00-6400	Expenditure		5 1
				CIP - EQUIPMENT			
18-02487	2	2 BODY CAMERAS/MOUNTS/CABLES	50.40	001-521-00-6400	Expenditure		6 1
				CIP - EQUIPMENT			
			1,248.15				
9827	09/30/19	CHOW ALLAN CHOW - EXETER SYSTEM LLC					783
18-02432	1	IT SUPPORT/MAINTENANCE	539.98	001-513-00-3100	Expenditure		1 1
				PROFESSIONAL SERVICES			
18-02432	2	APPLY CREDIT MEMO 4/08/19	539.98	001-513-00-3100	Expenditure		2 1
				PROFESSIONAL SERVICES			
18-02433	1	IT SUPPORT/MAINTENANCE	475.00	001-513-00-3100	Expenditure		3 1
				PROFESSIONAL SERVICES			
18-02433	2	APPLY CREDIT MEMO FROM 4/08/19	475.00	001-513-00-3100	Expenditure		4 1
				PROFESSIONAL SERVICES			
			0.00				
9830	09/30/19	PIONEER IN PINE CASTLE PIONEER DAYS, INC.					785
18-02469	1	2019 PIONEER DAYS SPONSORHIP	600.00	001-519-00-8300	Expenditure		1 1
				CONTRIBUTIONS & DONATIONS			



Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	
PO #	Item	Description					Ref Seq	Acct
OPERATING								
Operating Account			Continued					
9832	09/30/19	BRIGHTHO BRIGHTHOUSE NETWORKS				09/30/19	787	
20-00010	1	CH CABLE SERV 9/03-10/02/19	24.00	001-519-00-4100	Expendi ture		11	1
				COMMUNI CATIONS SERVI CES				
20-00011	1	CH PHONE SERV 9/18-10/17/19	561.24	001-519-00-4100	Expendi ture		12	1
				COMMUNI CATIONS SERVI CES				
20-00012	1	PW INTERNET SERV 9/16-10/15/19	74.98	001-541-00-4100	Expendi ture		13	1
				COMMUNI CATIONS				
20-00013	1	PD PHONE SERV 9/16-10/15/19	589.40	001-521-00-4100	Expendi ture		14	1
				COMMUNI CATIONS SERVI CES				
			1,249.62					
9833	09/30/19	COLONIAL COLONIAL LIFE INSURANCE				09/30/19	787	
20-00008	1	AUG2019 OPTIONAL INS	177.44	001-900-00-0006	Expendi ture		9	1
				INSURANCE PAYABLE				
9834	09/30/19	FEDEX FEDERAL EXPRESS				09/30/19	787	
20-00009	1	SHIPPING	14.18	001-519-00-4200	Expendi ture		10	1
				FREIGHT & POSTAGE				
20-00020	1	SHIPPING	18.37	001-521-00-4200	Expendi ture		25	1
				POSTAGE & FREIGHT				
			32.55					
9835	09/30/19	FLAPOW DUKE ENERGY				09/30/19	787	
20-00006	1	AUG2019 ELECTRIC SERVICE	447.94	001-519-00-4300	Expendi ture		4	1
				UTI LITY/ELECTRIC/WATER				
20-00006	2	AUG2019 ELECTRIC SERVICE	349.23	001-521-00-4300	Expendi ture		5	1
				UTI LITY/ELECTRIC/WATER				
20-00006	3	AUG2019 ELECTRIC SERVICE	7,384.56	001-541-00-4300	Expendi ture		6	1
				UTI LITY/ELECTRIC/WATER				
			8,181.73					
9836	09/30/19	GUARDIA GUARDIAN INSURANCE				09/30/19	787	
20-00005	1	SEPT2019 DISABILITY INS	430.55	001-513-00-2330	Expendi ture		1	1
				DISABI LITY INSURANCE				
20-00005	2	SEPT2019 DISABILITY INS	81.82	001-541-00-2330	Expendi ture		2	1
				DISABI LITY INSURANCE				
20-00005	3	SEPT2019 DISABILITY INS	1,507.77	001-521-00-2330	Expendi ture		3	1
				DISABI LITY INSURANCE				
			2,020.14					
9837	09/30/19	HOME HOME DEPOT CREDIT SERVICES				09/30/19	787	
20-00007	1	NUTS & BOLTS - STOCK	21.60	001-541-00-5200	Expendi ture		7	1
				OPERATING SUPPLIES				
20-00007	2	PAPER TOWELS/LYSOL/STAKES/BAGS	279.32	001-541-00-5200	Expendi ture		8	1
				OPERATING SUPPLIES				
			300.92					
9838	09/30/19	OCUWATER ORANGE COUNTY UTILITIES - WATE				09/30/19	787	
20-00019	1	WATER SERV MONTMART 8/15-9/14/	112.18	001-541-00-4300	Expendi ture		24	1
				UTI LITY/ELECTRIC/WATER				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
OPERATING Operating Account Continued									
9839	09/30/19	OFFDEP OFFICE DEPOT CREDIT PLAN				09/30/19	787		
20-00021	1	INDEX DIVIDERS BUDGET BOOKS	19.08	001-519-00-5100	Expenditure			26	1
				OFFICE SUPPLIES					
20-00021	2	TONER	327.67	001-519-00-5100	Expenditure			27	1
				OFFICE SUPPLIES					
20-00021	3	STORAGE BOXES	82.38	001-519-00-5100	Expenditure			28	1
				OFFICE SUPPLIES					
			429.13						
9840	09/30/19	PITNEY PITNEY BOWES, INC.				09/30/19	787		
20-00015	1	POSTAGE LEASE 6/30-9/29/19	339.67	001-519-00-4200	Expenditure			16	1
				FREIGHT & POSTAGE					
9841	09/30/19	PURCHAS PITNEY BOWES PURCHASE POWER				09/30/19	787		
20-00014	1	REPLENISH POSTAGE 9/10/19	500.00	001-519-00-4200	Expenditure			15	1
				FREIGHT & POSTAGE					
9842	09/30/19	SHREDIT SHRED-IT USA LLC				09/30/19	787		
20-00016	1	SHREDDING SERVICE 9/16/19	77.58	001-519-00-4700	Expenditure			17	1
				PRINTING & BINDING					
9843	09/30/19	VERIZON VERIZON WIRELESS				09/30/19	787		
20-00018	1	CELLPHONES/AIRCARDS 8/11-9/10/	621.25	001-511-00-4100	Expenditure			19	1
				COMMUNICATIONS - TELEPHONE					
20-00018	2	CELLPHONES/AIRCARDS 8/11-9/10/	88.75	001-512-00-4100	Expenditure			20	1
				COMMUNICATIONS - TELEPHONE					
20-00018	3	CELLPHONES/AIRCARDS 8/11-9/10/	158.04	001-519-00-4100	Expenditure			21	1
				COMMUNICATIONS SERVICES					
20-00018	4	CELLPHONES/AIRCARDS 8/11-9/10/	1,196.92	001-521-00-4100	Expenditure			22	1
				COMMUNICATIONS SERVICES					
20-00018	5	CELLPHONES/AIRCARDS 8/11-9/10/	158.04	001-541-00-4100	Expenditure			23	1
				COMMUNICATIONS					
			2,223.00						
9844	09/30/19	ZEPHYRH READYREFRESH BY NESTLE				09/30/19	787		
20-00017	1	WATER DELIVERY 8/26/19	76.90	001-513-00-4900	Expenditure			18	1
				OTHER CURRENT CHARGES					

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	75	1	620,669.50	600.00
Direct Deposit:	0	0	0.00	0.00
Total:	75	1	620,669.50	600.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	79	1	895,406.00	600.00
Direct Deposit:	0	0	0.00	0.00
Total:	79	1	895,406.00	600.00

a.

Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	9-001	397,315.23	150.00	0.00	397,465.23
TRANSPORTATION IMPACT FEE FUND	9-102	5,963.97	0.00	0.00	5,963.97
STORMWATER FUND	9-103	217,240.30	0.00	0.00	217,240.30
CHARTER SCHOOL DEBT SERVICE FUND	9-201	274,736.50	0.00	0.00	274,736.50
Total Of All Funds:		895,256.00	150.00	0.00	895,406.00

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Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	001	397,315.23	150.00	0.00	397,465.23
TRANSPORTATION IMPACT FEE FUND	102	5,963.97	0.00	0.00	5,963.97
STORMWATER FUND	103	217,240.30	0.00	0.00	217,240.30
CHARTER SCHOOL DEBT SERVICE FUND	201	274,736.50	0.00	0.00	274,736.50
Total Of All Funds:		895,256.00	150.00	0.00	895,406.00

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Fund Description	Fund	Current	Prior Rcvd	Pri or Open	Paid Pri or	Fund Total
GENERAL FUND	9-001	397,315.23	0.00	0.00	0.00	397,315.23
TRANSPORTATION IMPACT FEE FUND	9-102	5,963.97	0.00	0.00	0.00	5,963.97
STORMWATER FUND	9-103	217,240.30	0.00	0.00	0.00	217,240.30
CHARTER SCHOOL DEBT SERVICE FUND	9-201	274,736.50	0.00	0.00	0.00	274,736.50
Total Of All Funds:		895,256.00	0.00	0.00	0.00	895,256.00

CITY OF BELLE ISLE  
Statement of Revenue and Expenditures

Revenue Account Range: First to Last  
Expend Account Range: First to Last  
Print Zero YTD Activity: No

Include Non-Anticipated: Yes  
Include Non-Budget: No

Year To Date As Of: 09/30/19  
Current Period: 09/01/19 to 09/30/19  
Prior Year: 09/01/18 to 09/30/18

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
001-311-100	AD VALOREM TAX	1,532.89	3,058,392.00	420.89	3,106,200.75	0.00	47,808.75	102
001-312-410	LOCAL OPTION GAS TAX	39,778.10	235,000.00	19,720.17	214,431.82	0.00	20,568.18-	91
001-314-100	UTILITY SERVICE TAX - ELECTRICITY	16,908.39	150,000.00	19,482.83	186,573.85	0.00	36,573.85	124
001-314-800	UTILITY SERVICE TAX - PROPANE	0.00	4,000.00	442.91	5,529.73	0.00	1,529.73	138
001-315-000	COMMUNICATIONS SERVICES TAXES	0.00	212,777.00	15,365.34	179,685.62	0.00	33,091.38-	84
001-316-000	LOCAL BUSINESS TAX - OCCUPATIONAL LICENS	4,467.86	12,000.00	5,970.25	18,079.31	0.00	6,079.31	151
001-322-000	BUILDING PERMITS	15,519.22	90,000.00	14,476.99	135,240.60	0.00	45,240.60	150
001-323-200	FRANCHISE FEE - TELECOMMUNICATIONS	35,059.63	0.00	0.00	0.00	0.00	0.00	0
001-323-400	FRANCHISE FEE - GAS	310.58	0.00	0.00	0.00	0.00	0.00	0
001-323-700	FRANCHISE FEE - SOLID WASTE	1,907.14	25,000.00	2,973.82	28,075.65	0.00	3,075.65	112
001-329-000	ZONING FEES	2,350.00	25,000.00	2,170.00	29,798.50	0.00	4,798.50	119
001-329-100	PERMITS - GARAGE SALE	3.00	150.00	6.00	231.47	0.00	81.47	154
001-329-130	BOAT RAMPS - DECAL AND REG	60.00	1,000.00	75.00	1,800.00	0.00	800.00	180
001-329-900	TREE REMOVAL	350.00	2,500.00	675.00	5,775.00	0.00	3,275.00	231
001-331-100	FEMA REIMBURSEMENT - FEDERAL	33,895.00	273,387.00	806,579.60	1,079,967.44	0.00	806,580.44	395
001-331-110	FEMA REIMBURSEMENT - STATE	0.00	42,958.00	82,785.19	125,743.94	0.00	82,785.94	293
001-331-120	FDOT REIMBURSEMENT	0.00	0.00	0.00	6,614.00	0.00	6,614.00	0
001-334-396	OJP BULLETPROOF VEST GRANT	0.00	2,165.00	0.00	2,531.12	0.00	366.12	117
001-334-400	SRO REIMBURSEMENT - OCPS	0.00	56,250.00	0.00	56,250.00	0.00	0.00	100
001-334-410	FMI T SAFETY GRANT	0.00	2,500.00	0.00	2,500.00	0.00	0.00	100
001-334-560	FDLE JAG GRANT	0.00	10,000.00	0.00	0.00	0.00	10,000.00-	0
001-335-120	STATE SHARED REVENUE	26,621.82	330,000.00	27,957.53	342,244.38	0.00	12,244.38	104
001-335-150	ALCOHOLIC BEVERAGE LICENSE TAX	0.00	1,000.00	0.00	97.89	0.00	902.11-	10
001-335-180	HALF-CENT SALES TAX	177,642.27	1,121,566.00	94,365.89	1,059,648.84	0.00	61,917.16-	94
001-337-200	SRO - CHARTER CONTRIBUTION	0.00	63,750.00	67,112.00	67,112.00	0.00	3,362.00	105
001-341-900	QUALIFYING FEES	0.00	0.00	0.00	745.00	0.00	745.00	0
001-343-410	SOLID WASTE FEES - RESIDENTIAL	36.24	616,668.00	80.75	594,472.47	0.00	22,195.53-	96
001-347-400	SPECIAL EVENTS	0.00	500.00	0.00	275.00	0.00	225.00-	55
001-351-100	JUDGEMENT & FINES - MOVING VIOLATIONS	2,310.76	15,000.00	1,330.20	11,279.18	0.00	3,720.82-	75
001-358-200	SEIZED ASSETS	0.00	0.00	0.00	1,000.00	0.00	1,000.00	0
001-359-000	JUDGEMENT & FINES - PARKING VIOLATIONS	0.00	1,000.00	160.00	8,205.00	0.00	7,205.00	820
001-359-200	INVESTIGATIVE COST REIMBURSEMENT	8.71	1,721.00	2.08	1,984.36	0.00	263.36	115
001-361-100	INTEREST - GENERAL FUND	119.33	1,000.00	188.78	1,552.95	0.00	552.95	155
001-361-200	INTEREST - SBA	648.71	0.00	880.13	880.13	0.00	880.13	0
001-362-000	RENTAL LICENSES	600.00	18,000.00	1,550.00	14,050.00	0.00	3,950.00-	78
001-364-000	DISPOSITION OF FIXED ASSETS	0.00	0.00	0.00	4,000.00	0.00	4,000.00	0

CITY OF BELLE ISLE  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
001-366-000	CONTRIBUTIONS & DONATIONS	0.00	5,000.00	0.00	5,000.00	0.00	0.00	100
001-369-300	MISC REVENUE - SETTLEMENTS	0.00	0.00	0.00	18,000.00	0.00	18,000.00	0
001-369-900	OTHER MISCELLANEOUS REVENUE	618.39	3,000.00	557.75	11,032.76	0.00	8,032.76	368
001-369-905	POLICE OFF-DUTY DETAIL REIMBURSEMENTS	7,288.03	65,715.00	1,756.04	73,065.88	0.00	7,350.88	111
001-369-906	POLICE MARINE PATROL REIMBURSEMENTS	1,960.00	16,800.00	0.00	18,023.62	0.00	1,223.62	107
001-369-910	VACANT FORECLOSURE	0.00	0.00	0.00	400.00	0.00	400.00	0
001-389-200	UNDESIGNATED RESERVE	0.00	1,473,141.00	0.00	0.00	0.00	1,473,141.00-	0
GENERAL FUND Revenue Total		369,996.07	7,936,940.00	1,167,085.14	7,418,098.26	0.00	518,841.74-	92

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
001-511-00-0000	LEGISLATIVE	0.00	0.00	0.00	0.00	0.00	0.00	0
001-511-00-2311	DENTAL & VISION INSURANCE - DISTRICT 1	0.00	500.00	0.00	0.00	0.00	500.00	0
001-511-00-2312	DENTAL & VISION INSURANCE - DISTRICT 2	38.44	500.00	37.81	453.72	0.00	46.28	91
001-511-00-2313	DENTAL & VISION INSURANCE - DISTRICT 3	38.44	500.00	37.81	453.72	0.00	46.28	91
001-511-00-2314	DENTAL & VISION INSURANCE - DISTRICT 4	0.00	500.00	0.00	0.00	0.00	500.00	0
001-511-00-2315	DENTAL & VISION INSURANCE - DISTRICT 5	38.44	500.00	37.81	453.72	0.00	46.28	91
001-511-00-2316	DENTAL & VISION INSURANCE - DISTRICT 6	70.31	500.00	37.81	453.72	0.00	46.28	91
001-511-00-2317	DENTAL & VISION INSURANCE - DISTRICT 7	38.44	500.00	37.81	453.72	0.00	46.28	91
001-511-00-3150	ELECTION EXPENSE	0.00	12,000.00	0.00	9,462.15	0.00	2,537.85	79
001-511-00-3200	AUDITING & ACCOUNTING	13,000.00	25,000.00	0.00	25,287.65	0.00	287.65-	101
001-511-00-3400	CONTRACTUAL SERVICES	0.00	3,000.00	1,335.20	8,344.96	0.00	5,344.96-	278
001-511-00-4001	TRAVEL & PER DIEM - DISTRICT 1	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
001-511-00-4002	TRAVEL & PER DIEM - DISTRICT 2	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
001-511-00-4003	TRAVEL & PER DIEM - DISTRICT 3	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
001-511-00-4004	TRAVEL & PER DIEM - DISTRICT 4	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
001-511-00-4005	TRAVEL & PER DIEM - DISTRICT 5	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
001-511-00-4006	TRAVEL & PER DIEM - DISTRICT 6	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
001-511-00-4007	TRAVEL & PER DIEM - DISTRICT 7	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
001-511-00-4100	COMMUNICATIONS - TELEPHONE	565.75	8,000.00	621.25	7,464.67	0.00	535.33	93
001-511-00-4900	OTHER CURRENT CHARGES	0.00	750.00	71.36	169.36	0.00	580.64	23
001-511-00-4920	REIMBURSEMENT OF ATTORNEY FEES	0.00	11,682.00	0.00	11,682.22	0.00	0.22-	100
001-511-00-5100	OFFICE SUPPLIES	0.00	100.00	0.00	29.00	0.00	71.00	29
001-511-00-5200	OPERATING SUPPLIES	0.00	100.00	0.00	29.99	0.00	70.01	30
001-511-00-5401	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS- DIS 1	0.00	200.00	0.00	210.27	0.00	10.27-	105
001-511-00-5402	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS- DIS 2	0.00	200.00	0.00	210.27	0.00	10.27-	105
001-511-00-5403	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS- DIS 3	0.00	200.00	0.00	210.26	0.00	10.26-	105
001-511-00-5404	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS- DIS 4	0.00	200.00	0.00	210.26	0.00	10.26-	105
001-511-00-5405	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS- DIS 5	0.00	200.00	0.00	210.25	0.00	10.25-	105

CITY OF BELLE ISLE  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
001-511-00-5406	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS- DIS 6	0.00	200.00	0.00	210.26	0.00	10.26-	105
001-511-00-5407	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS- DIS 7	0.00	200.00	0.00	210.26	0.00	10.26-	105
Dept Total		13,789.82	72,532.00	2,216.86	66,210.43	0.00	6,321.57	91
001-512-00-0000	EXECUTIVE MAYOR	0.00	0.00	0.00	0.00	0.00	0.00	0
001-512-00-2310	DENTAL & VISION INSURANCE	38.44	500.00	31.87	424.02	0.00	75.98	85
001-512-00-4000	TRAVEL & PER DIEM	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
001-512-00-4100	COMMUNICATIONS - TELEPHONE	88.28	1,200.00	88.75	1,061.91	0.00	138.09	88
001-512-00-4900	OTHER CURRENT CHARGES	0.00	250.00	0.00	234.16	0.00	15.84	94
001-512-00-5400	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	0.00	500.00	0.00	487.84	0.00	12.16	98
Dept Total		126.72	3,450.00	120.62	2,207.93	0.00	1,242.07	64
001-513-00-0000	FINANCE ADMIN & PLANNING	0.00	0.00	0.00	0.00	0.00	0.00	0
001-513-00-1200	REGULAR SALARIES & WAGES	37,190.16	381,000.00	41,619.91	381,033.13	0.00	33.13-	100
001-513-00-1220	LONGEVITY PAY	0.00	1,825.00	0.00	1,700.00	0.00	125.00	93
001-513-00-1250	VEHICLE ALLOWANCE - CITY MANAGER	646.16	8,400.00	646.16	8,400.08	0.00	0.08-	100
001-513-00-1400	OVERTIME PAY	0.00	0.00	61.43	343.99	0.00	343.99-	0
001-513-00-2100	FICA/MEDICARE TAXES	2,748.53	29,929.00	3,078.74	27,326.70	0.00	2,602.30	91
001-513-00-2200	RETIREMENT CONTRIBUTIONS	2,508.22	42,834.00	3,169.16	32,711.96	0.00	10,122.04	76
001-513-00-2300	HEALTH INSURANCE	5,954.19	75,000.00	5,218.80	68,040.10	0.00	6,959.90	91
001-513-00-2310	DENTAL & VISION INSURANCE	284.27	3,500.00	262.86	3,245.28	0.00	254.72	93
001-513-00-2320	LIFE INSURANCE	134.94	1,700.00	147.03	1,731.60	0.00	31.60-	102
001-513-00-2330	DISABILITY INSURANCE	436.52	5,500.00	430.55	5,166.60	0.00	333.40	94
001-513-00-3100	PROFESSIONAL SERVICES	285.00	15,000.00	0.00	11,722.70	0.00	3,277.30	78
001-513-00-4000	TRAVEL & PER DIEM	0.00	1,500.00	6.00	1,314.41	0.00	185.59	88
001-513-00-4600	REPAIRS & MAINTENANCE - GENERAL	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
001-513-00-4610	REPAIRS & MAINTENANCE - VEHICLES	43.68	500.00	43.68	549.86	0.00	49.86-	110
001-513-00-4700	PRINTING & BINDING	0.00	500.00	0.00	0.00	0.00	500.00	0
001-513-00-4710	CODIFICATION EXPENSES	0.00	2,000.00	0.00	4,852.60	0.00	2,852.60-	243
001-513-00-4900	OTHER CURRENT CHARGES	0.00	2,000.00	76.90	2,471.72	0.00	471.72-	124
001-513-00-4910	LEGAL ADVERTISING	211.25	2,500.00	0.00	1,382.51	0.00	1,117.49	55
001-513-00-5200	OPERATING SUPPLIES	456.89	500.00	0.00	49.98	0.00	450.02	10
001-513-00-5400	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	242.96	3,000.00	23.92	3,913.44	0.00	913.44-	130
001-513-00-6425	EQUIPMENT - CITY HALL	0.00	7,500.00	3,543.96	3,543.96	0.00	3,956.04	47
Dept Total		51,142.77	585,688.00	58,329.10	559,500.62	0.00	26,187.38	96
001-519-00-0000	GENERAL GOVERNMENT	0.00	0.00	0.00		0.00	0.00	0



CITY OF BELLE ISLE  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
001-519-00-1530	MERIT/BONUS PAY	0.00	10,000.00	0.00	10,000.00	0.00	0.00	100
001-519-00-2100	FICA/MEDICARE TAXES	0.00	765.00	0.00	765.04	0.00	0.04-	100
001-519-00-3100	OTHER PROFESSIONAL SERVICES	0.00	0.00	0.00	2,860.00	0.00	2,860.00-	0
001-519-00-3110	LEGAL SERVICES	14,700.42	150,000.00	0.00	172,396.65	0.00	22,396.65-	115
001-519-00-3120	ENGINEERING FEES	270.00	60,000.00	0.00	46,357.00	0.00	13,643.00	77
001-519-00-3130	ANNEXATION FEES	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0
001-519-00-3400	CONTRACTUAL SERVICES	5,300.00	64,000.00	5,300.00	70,150.00	0.00	6,150.00-	110
001-519-00-3405	BUILDING PERMITS	0.01	72,000.00	0.00	112,809.63	0.00	40,809.63-	157
001-519-00-3410	JANITORIAL SERVICES	0.00	2,500.00	0.00	2,808.00	0.00	308.00-	112
001-519-00-3420	LANDSCAPING SERVICES	5,547.19	7,029.16	0.00	0.00	0.00	7,029.16	0
001-519-00-3440	FIRE PROTECTION	0.00	1,462,352.00	0.00	1,459,959.79	0.00	2,392.21	100
001-519-00-4100	COMMUNICATIONS SERVICES	733.99	15,000.00	743.28	11,018.88	0.00	3,981.12	73
001-519-00-4200	FREIGHT & POSTAGE	339.68	7,500.00	500.00	6,988.34	0.00	511.66	93
001-519-00-4300	UTILITY/ELECTRIC/WATER	769.48	10,000.00	431.33	6,881.68	0.00	3,118.32	69
001-519-00-4310	SOLID WASTE DISPOSAL/YARDWASTE	39,699.86	616,668.00	47,716.20	565,133.09	0.00	51,534.91	92
001-519-00-4500	INSURANCE	0.00	120,000.00	0.00	70,684.00	0.00	49,316.00	59
001-519-00-4600	REPAIRS & MAINTENANCE - GENERAL	0.00	10,000.00	0.00	3,018.68	0.00	6,981.32	30
001-519-00-4700	PRINTING & BINDING	503.29	15,000.00	451.30	17,644.30	0.00	2,644.30-	118
001-519-00-4800	SPECIAL EVENTS	0.00	8,000.00	62.70	7,342.52	0.00	657.48	92
001-519-00-4900	OTHER CURRENT CHARGES	110.00	2,700.00	21.30	882.88	0.00	1,817.12	33
001-519-00-4905	NON AD VALOREM ASSESSMENT FEE	0.00	3,000.00	0.00	2,867.00	0.00	133.00	96
001-519-00-4906	GEOGRAPHIC INFORMATION SYSTEM INTERLOCAL	0.00	2,300.00	0.00	2,240.00	0.00	60.00	97
001-519-00-4910	LEGAL ADVERTISING	2,980.71	3,000.00	0.00	4,103.95	0.00	1,103.95-	137
001-519-00-5100	OFFICE SUPPLIES	346.94	7,500.00	583.84	8,953.30	0.00	1,453.30-	119
001-519-00-5200	OPERATING SUPPLIES	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0
001-519-00-5230	FUEL EXPENSE	32.67	1,000.00	24.94	331.79	0.00	668.21	33
001-519-00-5400	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	295.29	1,000.00	295.29	1,482.80	0.00	482.80-	148
001-519-00-6300	CAPITAL IMPROVEMENTS	0.00	37,397.00	0.00	44,416.76	0.00	7,019.76-	119
001-519-00-6490	URBAN FORESTRY	49,375.00	0.00	0.00	0.00	0.00	0.00	0
001-519-00-6491	CITY HALL IMPROVEMENTS	0.00	12,785.00	0.00	12,785.00	0.00	0.00	100
001-519-00-8300	CONTRIBUTIONS & DONATIONS	0.00	1,500.00	600.00	1,350.00	0.00	150.00	90
001-519-00-8310	NEIGHBORHOOD GRANT PROGRAM	0.00	49,000.00	0.00	9,375.00	0.00	39,625.00	19
Dept Total		121,004.53	2,764,496.16	56,730.18	2,655,606.08	0.00	108,890.08	96
001-521-00-0000	POLICE	0.00	0.00	0.00	0.00	0.00	0.00	0
001-521-00-1200	REGULAR SALARIES & WAGES	96,489.44	1,039,000.00	112,056.95	1,010,008.49	0.00	28,991.51	97
001-521-00-1210	REGULAR SALARIES & WAGES - CROSSING GUAR	5,993.77	35,000.00	6,690.63	46,371.92	0.00	11,371.92-	132
001-521-00-1211	REGULAR SALARIES & WAGES - TEMPORARY SRO	4,605.00	36,780.00	0.00	36,780.00	0.00	0.00	100
001-521-00-1215	HOLIDAY PAY	1,353.58	20,000.00	1,365.12	13,490.00	0.00	6,506.99	67

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Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Bal ance	% Expd
001-521-00-1220	LONGEVITY PAY	0.00	5,000.00	0.00	5,100.00	0.00	100.00-	102
001-521-00-1400	OVERTIME PAY	1,091.99	10,000.00	159.27	13,334.41	0.00	3,334.41-	133
001-521-00-1500	INCENTIVE PAY	729.18	11,000.00	1,061.48	11,173.26	0.00	173.26-	102
001-521-00-1505	POLICE OFF-DUTY DETAIL PAY	5,667.00	60,734.00	1,335.75	67,005.02	0.00	6,271.02-	110
001-521-00-1506	POLICE LAKE CONWAY MARINE PATROL PAY	2,300.50	12,900.00	2,050.00	14,797.50	0.00	1,897.50-	115
001-521-00-1520	SPECIAL ASSIGNMENT PAY	521.66	11,000.00	1,411.66	11,189.92	0.00	189.92-	102
001-521-00-2100	FICA/MEDICARE TAXES	8,797.59	94,968.00	9,318.88	89,813.15	0.00	5,154.85	95
001-521-00-2200	RETIREMENT CONTRIBUTIONS	8,186.35	158,850.00	11,723.12	114,364.21	0.00	44,485.79	72
001-521-00-2300	HEALTH INSURANCE	13,494.12	210,000.00	17,792.85	194,596.05	0.00	15,403.95	93
001-521-00-2310	DENTAL & VISION INSURANCE	519.39	7,850.00	643.89	6,717.67	0.00	1,132.33	86
001-521-00-2320	LIFE INSURANCE	330.12	5,100.00	408.07	4,624.44	0.00	475.56	91
001-521-00-2330	DISABILITY INSURANCE	1,256.87	18,500.00	1,507.77	16,572.74	0.00	1,927.26	90
001-521-00-3100	TECHNOLOGY SUPPORT/SERVICES	1,269.09	26,165.00	387.00	24,461.27	0.00	1,703.73	93
001-521-00-3110	LEGAL SERVICES	0.00	1,500.00	0.00	2,777.50	0.00	1,277.50-	185
001-521-00-3120	PRE-EMPLOYMENT EXPENSE	285.00	2,000.00	0.00	1,932.00	0.00	68.00	97
001-521-00-3410	JANITORIAL SERVICES	0.00	1,200.00	0.00	1,512.00	0.00	312.00-	126
001-521-00-4000	TRAVEL & PER DIEM	1,626.52	2,500.00	0.00	2,150.10	0.00	349.90	86
001-521-00-4100	COMMUNICATIONS SERVICES	1,555.28	20,000.00	1,786.32	20,218.30	0.00	218.30-	101
001-521-00-4110	DISPATCH SERVICE	28,850.39	72,126.00	0.00	43,275.60	0.00	28,850.40	60
001-521-00-4200	POSTAGE & FREIGHT	0.00	250.00	46.52	101.62	0.00	148.38	41
001-521-00-4300	UTILITY/ELECTRIC/WATER	361.15	3,500.00	23.66	3,578.69	0.00	78.69-	102
001-521-00-4600	REPAIRS & MAINTENANCE - GENERAL	137.72	1,000.00	0.00	1,112.94	0.00	112.94-	111
001-521-00-4610	REPAIRS AND MAINTENANCE - VEHICLES	5,782.84	25,000.00	875.47	27,243.71	0.00	2,243.71-	109
001-521-00-4620	REPAIRS & MAINTENANCE - RADAR GUNS	0.00	2,295.00	0.00	2,295.00	0.00	0.00	100
001-521-00-4700	PRINTING & BINDING	228.38	3,000.00	283.85	3,227.89	0.00	227.89-	108
001-521-00-4900	OTHER CURRENT CHARGES	135.85	2,000.00	87.89	1,209.28	0.00	790.72	60
001-521-00-4920	MARINE EXPENSES	0.00	5,000.00	61.90	3,907.36	0.00	1,092.64	78
001-521-00-5100	OFFICE SUPPLIES	238.82	2,500.00	1,018.76	3,937.17	0.00	1,437.17-	157
001-521-00-5200	OPERATING SUPPLIES	1,260.00	4,500.00	150.72	3,853.73	0.00	646.27	86
001-521-00-5205	COMPUTER AND SOFTWARE	0.00	540.00	0.00	540.00	0.00	0.00	100
001-521-00-5210	UNIFORMS	440.24	10,000.00	1,511.15	8,177.16	0.00	1,822.84	82
001-521-00-5230	FUEL EXPENSE	4,582.59	40,000.00	3,659.54	43,530.99	0.00	3,530.99-	109
001-521-00-5300	POLICE ACADEMY SPONSORED EMPLOYEE EXPENS	100.00	3,863.00	0.00	3,863.96	0.00	0.96-	100
001-521-00-5400	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	269.00	1,000.00	119.00	689.00	0.00	311.00	69
001-521-00-5500	TRAINING - POLICE	100.00-	1,645.00	0.00	644.65	0.00	1,000.35	39
001-521-00-6200	POLICE DEPT BUILDING IMPROVEMENTS/REPAIR	0.00	5,256.00	0.00	5,256.00	0.00	0.00	100
001-521-00-6400	CIP - EQUIPMENT	0.00	41,877.00	6,036.92	74,182.40	0.00	32,305.40-	177
001-521-00-6417	VEHICLES - LEASE PURCHASE & REG	0.00	63,250.00	0.00	63,249.20	0.00	0.80	100
001-521-00-8200	COMMUNITY PROMOTIONS	916.50	2,000.00	0.00	1,878.82	0.00	121.18	94

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
Dept Total		199,275.93	2,080,649.00	183,574.14	2,004,748.13	0.00	75,900.87	96
001-541-00-0000	PUBLIC WORKS	0.00	0.00	0.00	0.00	0.00	0.00	0
001-541-00-1200	REGULAR SALARIES & WAGES	11,093.50	107,000.00	10,039.15	102,695.46	0.00	4,304.54	96
001-541-00-1220	LONGEVITY PAY	0.00	900.00	0.00	900.00	0.00	0.00	100
001-541-00-1400	OVERTIME PAY	0.00	1,500.00	0.00	442.26	0.00	1,057.74	29
001-541-00-2100	FICA/MEDICARE TAXES	843.32	8,369.00	764.06	7,892.37	0.00	476.63	94
001-541-00-2200	RETIREMENT CONTRIBUTIONS	739.96	11,935.00	672.48	8,956.14	0.00	2,978.86	75
001-541-00-2300	HEALTH INSURANCE	1,243.70	23,500.00	1,304.70	22,908.25	0.00	591.75	97
001-541-00-2310	DENTAL & VISION INSURANCE	57.66	1,000.00	37.82	661.84	0.00	338.16	66
001-541-00-2320	LIFE INSURANCE	39.78	500.00	31.20	494.52	0.00	5.48	99
001-541-00-2330	DISABILITY INSURANCE	161.71	2,100.00	81.82	1,812.28	0.00	287.72	86
001-541-00-3100	PROFESSIONAL SERVICES	0.00	0.00	0.00	126.25	0.00	126.25	0
001-541-00-3140	TEMPORARY LABOR	0.00	10,000.00	639.36	5,512.50	0.00	4,487.50	55
001-541-00-3400	CONTRACTUAL SERVICES	1,108.70	7,500.00	368.00	7,519.00	0.00	19.00	100
001-541-00-3420	LANDSCAPING SERVICES	0.00	95,000.00	6,316.36	82,406.02	0.00	12,593.98	87
001-541-00-4100	COMMUNICATIONS	231.61	2,000.00	234.01	2,794.89	0.00	794.89	140
001-541-00-4300	UTILITY/ELECTRIC/WATER	517.11	110,000.00	112.18	92,694.60	0.00	17,305.40	84
001-541-00-4600	REPAIRS & MAINTENANCE - GENERAL	579.42	10,000.00	67.50	14,446.78	0.00	4,446.78	144
001-541-00-4610	REPAIRS & MAINTENANCE - VEHICLES & EQUIP	11.99	12,000.00	367.73	5,800.04	0.00	6,199.96	48
001-541-00-4670	REPAIRS & MAINTENANCE - PARKS	0.00	8,000.00	0.00	2,999.58	0.00	5,000.42	37
001-541-00-4675	REPAIRS & MAINTENANCE - BOAT RAMPS	0.00	5,000.00	45.00	254.55	0.00	4,745.45	5
001-541-00-4680	REPAIRS & MAINTENANCE - ROADS	0.00	12,000.00	5,146.84	10,039.36	0.00	1,960.64	84
001-541-00-4690	URBAN FORESTRY	0.00	60,000.00	3,261.00	84,629.53	0.00	24,629.53	141
001-541-00-5200	OPERATING SUPPLIES	2,579.45	5,000.00	717.64	5,111.13	0.00	111.13	102
001-541-00-5210	UNIFORMS	0.00	1,500.00	285.97	635.07	0.00	864.93	42
001-541-00-5220	PROTECTIVE CLOTHING	0.00	500.00	0.00	597.19	0.00	97.19	119
001-541-00-5230	FUEL EXPENSE	297.21	5,000.00	426.23	3,718.90	0.00	1,281.10	74
001-541-00-5300	ROAD OPERATING SUPPLIES	656.00	0.00	0.00	0.00	0.00	0.00	0
001-541-00-5400	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	0.00	500.00	0.00	179.00	0.00	321.00	36
001-541-00-5500	TRAINING	32.50	1,000.00	0.00	96.72	0.00	903.28	10
001-541-00-6320	CIP - RESURFACING & CURBING	0.00	400,000.00	22,868.48	312,132.48	0.00	87,867.52	78
001-541-00-6330	CIP - SIDEWALKS	0.00	30,000.00	11,020.00	26,568.00	0.00	3,432.00	89
001-541-00-6360	CIP - LED STREET LIGHTING HOFFNER AVE	0.00	15,000.00	0.00	0.00	0.00	15,000.00	0
001-541-00-6380	CIP - PARK IMPROVEMENTS	0.00	25,000.00	0.00	0.00	0.00	25,000.00	0
001-541-00-6420	CIP - TRAFFIC CALMING	0.00	25,000.00	0.00	0.00	0.00	25,000.00	0
001-541-00-6430	CIP - EQUIPMENT	0.00	50,000.00	0.00	51,965.52	0.00	1,965.52	104
Dept Total		20,193.62	1,046,804.00	64,807.53	856,990.23	0.00	189,813.77	82

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Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
001-581-00-9100	TRANSFER TO CAPITAL EQUIP REPL FUND 301	0.00	27,000.00	0.00	0.00	0.00	27,000.00	0
Dept Total		0.00	27,000.00	0.00	0.00	0.00	27,000.00	0
001-584-00-0000	NON-OPERATING	0.00	0.00	0.00	0.00	0.00	0.00	0
001-584-00-5810	TRANSFER OUT	0.00	150,000.00	150,000.00	150,000.00	0.00	0.00	100
001-584-00-7100	PAYMENT ON BOND - PRINCIPAL	85,000.00	85,000.00	85,000.00	85,000.00	0.00	0.00	100
001-584-00-7200	BOND DEBT - INTEREST	13,799.81	24,000.00	12,521.90	23,868.44	0.00	131.56	99
Dept Total		98,799.81	259,000.00	247,521.90	258,868.44	0.00	131.56	100
001-590-00-0000	RESERVES	0.00	0.00	0.00	0.00	0.00	0.00	0
001-590-00-2710	UNDESIGNATED RESERVE	0.00	1,104,350.00	0.00	0.00	0.00	1,104,350.00	0
Dept Total		0.00	1,104,350.00	0.00	0.00	0.00	1,104,350.00	0
GENERAL FUND Expend Total		504,333.20	7,943,969.16	613,300.33	6,404,131.86	0.00	1,539,837.30	81

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
001	GENERAL FUND	369,996.07	1,167,085.14	7,418,098.26	504,333.20	613,300.33	6,404,131.86	1,013,966.40

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Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
102-324-310	IMPACT FEES - RESIDENTIAL - TRANSPORTATI	0.00	0.00	0.00	4,290.00	0.00	4,290.00	0
102-361-100	INTEREST - TRANSPORTATION IMPACT	119.33	1,000.00	188.77	1,552.88	0.00	552.88	155
102-389-200	UNDESIGNATED RESERVE - TRANSPORTATION IM	0.00	231,006.00	0.00	0.00	0.00	231,006.00-	0
	TRANSPORTATION IMPACT FEE Revenue Total	119.33	232,006.00	188.77	5,842.88	0.00	226,163.12-	3

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
102-541-00-3120	ENGINEERING FEES	10,901.44	32,275.00	0.00	32,274.24	0.00	0.76	100
	Dept Total	10,901.44	32,275.00	0.00	32,274.24	0.00	0.76	100
102-590-00-2710	UNDESIGNATED RESERVE - TRANSPORTATION IM	0.00	199,731.00	0.00	0.00	0.00	199,731.00	0
	Dept Total	0.00	199,731.00	0.00	0.00	0.00	199,731.00	0
	TRANSPORTATION IMPACT FEE FU Expend Tota	10,901.44	232,006.00	0.00	32,274.24	0.00	199,731.76	14

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
102	TRANSPORTATION IMPACT FEE FUND	119.33	188.77	5,842.88	10,901.44	0.00	32,274.24	26,431.36-

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Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
103-343-900	SERVICE CHARGE - STORMWATER	22.77	361,950.00	48.52	356,223.49	0.00	5,726.51-	98
103-361-100	INTEREST - STORMWATER	119.33	1,000.00	188.77	1,552.86	0.00	552.86	155
103-389-200	UNDESIGNATED RESERVE - STORMWATER	0.00	306,979.00	0.00	0.00	0.00	306,979.00-	0
STORMWATER FUND Revenue Total		142.10	669,929.00	237.29	357,776.35	0.00	312,152.65-	53

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
103-541-00-3120	ENGINEERING FEES	27,966.17	75,000.00	0.00	45,592.34	0.00	29,407.66	61
103-541-00-3430	NPDES	27.30	15,000.00	0.00	1,084.39	0.00	13,915.61	7
103-541-00-3450	LAKE CONSERVATION	518.00	15,000.00	518.00	8,931.00	0.00	6,069.00	60
103-541-00-4600	REPAIRS & MAINTENANCE	0.00	25,000.00	999.49	20,346.80	0.00	4,653.20	81
103-541-00-4900	OTHER CURRENT CHARGES	0.00	200.00	0.00	286.25	0.00	86.25-	143
103-541-00-6300	CIP - CAPITAL IMPROVEMENTS	29,510.00	370,000.00	210,025.71	632,067.85	0.00	262,067.85-	171
Dept Total		58,021.47	500,200.00	211,543.20	708,308.63	0.00	208,108.63-	142
103-590-00-2710	UNDESIGNATED RESERVE - STORMWATER	0.00	169,729.00	0.00	0.00	0.00	169,729.00	0
Dept Total		0.00	169,729.00	0.00	0.00	0.00	169,729.00	0
STORMWATER FUND Expend Total		58,021.47	669,929.00	211,543.20	708,308.63	0.00	38,379.63-	106

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
103	STORMWATER FUND	142.10	237.29	357,776.35	58,021.47	211,543.20	708,308.63	350,532.28-

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Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
104-351-200	JUDGEMENT & FINES - LE EDUCATION FUND	298.91	1,500.00	195.65	1,597.02	0.00	97.02	106
104-361-100	INTEREST - EDUCATION FUND	119.32	1,000.00	188.77	1,552.85	0.00	552.85	155
104-389-200	UNDESIGNATED RESERVE - LE EDUCATION FUND	0.00	13,047.00	0.00	0.00	0.00	13,047.00-	0
	LAW ENFORCEMENT EDUCATION Revenue Total	418.23	15,547.00	384.42	3,149.87	0.00	12,397.13-	20

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
104-521-00-5500	TRAINING	0.00	8,000.00	0.00	797.50	0.00	7,202.50	10
	Dept Total	0.00	8,000.00	0.00	797.50	0.00	7,202.50	10
104-541-00-4900	OTHER CURRENT CHARGES	0.00	200.00	0.00	0.00	0.00	200.00	0
	Dept Total	0.00	200.00	0.00	0.00	0.00	200.00	0
104-590-00-2710	UNDESIGNATED RESERVE - LE EDUCATION	0.00	7,347.00	0.00	0.00	0.00	7,347.00	0
	Dept Total	0.00	7,347.00	0.00	0.00	0.00	7,347.00	0
	LAW ENFORCEMENT EDUCATION FU Expend Total	0.00	15,547.00	0.00	797.50	0.00	14,749.50	5

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
104	LAW ENFORCEMENT EDUCATION FUND	418.23	384.42	3,149.87	0.00	0.00	797.50	2,352.37

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Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
201-361-100	INTEREST - CHARTER FUND	1,516.82	1,000.00	2,089.28	22,294.80	0.00	21,294.80	***
201-362-000	RENT REVENUE	83,120.25	997,500.00	85,803.43	1,018,908.44	0.00	21,408.44	102
201-381-000	TRANSFERS IN FROM GENERAL FUND 001	0.00	150,000.00	150,000.00	150,000.00	0.00	0.00	100
201-384-000	REVENUE BOND PROCEEDS	250,000.00	0.00	0.00	0.00	0.00	0.00	0
201-389-200	UNDESIGNATED RESERVE - CHARTER FUND	0.00	1,335,572.00	0.00	0.00	0.00	1,335,572.00	0
CHARTER SCHOOL DEBT SERVICE Revenue Total		334,637.07	2,484,072.00	237,892.71	1,191,203.24	0.00	1,292,868.76	48

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
201-569-00-3100	CHARTER PROFESSIONAL SERVICES	0.00	0.00	0.00	5,800.00	0.00	5,800.00	0
201-569-00-3110	CHARTER LEGAL SERVICES	0.00	0.00	0.00	2,320.00	0.00	2,320.00	0
201-569-00-4600	MAINTENANCE - CHARTER SCHOOL	0.00	25,000.00	0.00	9,504.73	0.00	15,495.27	38
201-569-00-6320	CIP - HVAC REPLACEMENT	0.00	341,585.00	0.00	341,585.00	0.00	0.00	100
201-569-00-6410	CHARTER SCHOOL BUILDING REPAIRS	0.00	50,214.00	0.00	71,500.29	0.00	21,286.29	142
201-569-00-7100	PRINCIPAL	155,000.00	415,000.00	415,000.00	415,000.00	0.00	0.00	100
201-569-00-7200	INTEREST	271,396.53	545,425.00	267,080.21	545,478.13	0.00	53.13	100
Dept Total		426,396.53	1,377,224.00	682,080.21	1,391,188.15	0.00	13,964.15	101
201-590-00-2710	UNDESIGNATED RESERVE - CHARTER FUND	0.00	1,106,848.00	0.00	0.00	0.00	1,106,848.00	0
Dept Total		0.00	1,106,848.00	0.00	0.00	0.00	1,106,848.00	0
CHARTER SCHOOL DEBT SERVICE Expend Total		426,396.53	2,484,072.00	682,080.21	1,391,188.15	0.00	1,092,883.85	56

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
201	CHARTER SCHOOL DEBT SERVICE FUND	334,637.07	237,892.71	1,191,203.24	426,396.53	682,080.21	1,391,188.15	199,984.91



CITY OF BELLE ISLE  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
301-381-000	TRANSFER FROM GENERAL FUND 001	0.00	27,000.00	0.00	0.00	0.00	27,000.00-	0
	CAPITAL EQUIPMENT REPLACEMENT Revenue Total	0.00	27,000.00	0.00	0.00	0.00	27,000.00-	0

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
301-590-00-2710	UNDESIGNATED RESERVE - CAP EQUIP REPL FU	0.00	27,000.00	0.00	0.00	0.00	27,000.00	0
	Dept Total	0.00	27,000.00	0.00	0.00	0.00	27,000.00	0
	CAPITAL EQUIPMENT REPLACEMENT Expend Total	0.00	27,000.00	0.00	0.00	0.00	27,000.00	0

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
301	CAPITAL EQUIPMENT REPLACEMENT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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Statement of Revenue and Expenditures

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
001	GENERAL FUND	369,996.07	1,167,085.14	7,418,098.26	504,333.20	613,300.33	6,404,131.86	1,013,966.40
102	TRANSPORTATION IMPACT FEE FUND	119.33	188.77	5,842.88	10,901.44	0.00	32,274.24	26,431.36-
103	STORMWATER FUND	142.10	237.29	357,776.35	58,021.47	211,543.20	708,308.63	350,532.28-
104	LAW ENFORCEMENT EDUCATION FUND	418.23	384.42	3,149.87	0.00	0.00	797.50	2,352.37
201	CHARTER SCHOOL DEBT SERVICE FUND	334,637.07	237,892.71	1,191,203.24	426,396.53	682,080.21	1,391,188.15	199,984.91-
301	CAPITAL EQUIPMENT REPLACEMENT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Final Total	705,312.80	1,405,788.33	8,976,070.60	999,652.64	1,506,923.74	8,536,700.38	439,370.22