



## CITY OF BELLE ISLE, FL CITY COUNCIL MEETING

Held in City Hall Chambers, 1600 Nela Avenue  
Held the 1st and 3rd Tuesday of Every Month  
Tuesday, July 20, 2021 \* 6:30 PM

### AGENDA

**City Council Commissioners**  
Nicholas Fouraker, Mayor  
District 6 Commissioner – Jim Partin

District 1 Commissioner – Ed Gold | District 2 Commissioner – Anthony Carugno | District 3 Commissioner – Karl Shuck  
| District 4 Commissioner – OPEN | District 5 Commissioner – Rick Miller | District 7 Commissioner – Sue Nielsen

#### Welcome

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

1. **Call to Order and Confirmation of Quorum**
2. **Invocation and Pledge to Flag - Commissioner Nielsen, District 7**
3. **District 4 Commissioner**
  - a. Consideration and Appointment of District 4 Commissioner
4. **Consent Items** - These items are considered routine and have been previously discussed by the Council. They will be adopted by one motion unless a Council member requests before the vote on the motion to have an item removed from the consent agenda and considered separately. Any item removed from the Consent Agenda would be considered for consideration following the remainder of the Consent Agenda.
  - a. Approval of City Council meeting minutes - July 6, 2021
  - b. June Reports: Code Enforcement, BIPD UCR Report 2020, Marine Stats, NAV Board, and OC Fire Unit Responses
5. **Citizen's Comments**

**Persons desiring to address the Council MUST complete and provide 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, 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 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. Discussion regarding bank signatures
7. **New Business**
  - a. **ORDINANCE NO. 21-09 - FIRST READING AND CONSIDERATION**

AN ORDINANCE OF THE CITY OF BELLE, FLORIDA, AMENDING THE COMPREHENSIVE PLAN OF THE CITY OF BELLE ISLE TO ADOPT A PRIVATE PROPERTY RIGHTS ELEMENT TO COMPLY WITH SECTION 163.3177, FLORIDA STATUTES; PROVIDING FOR CONFLICTS, SEVERABILITY, CODIFICATION, AND EFFECTIVE DATE.
  - b. **Approval of Resolution 21-15** - A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA, APPROVING A POLICY TO PROVIDE AN EMPLOYEE BONUS PROGRAM; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE
  - c. Approve Proposal for Strategic Planning Update Facilitator
8. **Attorney's Report**
9. **City Manager's Report**
  - a. Issues Log

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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 2

- b. Chief's Report
- 10. Mayor's Report
- 11. Items from Council
- 12. Adjournment



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

**Meeting Date:** July 20, 2021

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

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

**Subject:** Consideration to Appoint Randy Holihan to the Vacant District 4 Commissioner seat

**Background:** Mike Sims resigned as District 4 Commissioner. The City staff followed the procedures outlined in the City Charter to advertise and qualify applicants for the vacant seat. The City Manager received three applications for the position:

Randy Holihan, 2513 Trentwood Blvd

Daniel Barnes, 6838 Seminole Drive

John Evertsen, 5034 Dorian Ave.

Of the three candidates, two (Mr. Holihan and Mr. Barnes) met the qualifications for the position. On July 13, 2021, Mr. Barnes withdrew his candidacy due to a possible conflict he may have with a new appointment in Orange County. Therefore, Mr. Holihan is the lone candidate for the position.

Mr. Holihan currently serves as the Chairperson for the Planning and Zoning Commission and he is member of the Police Advisory Board and the Redistricting Committee. He is a frequent attendee at the Lake Conway Nav Board meetings.

**Staff Recommendation:** Appoint Randy Holihan as the District 4 Commissioner to fill the remainder of the term.

**Suggested Motion:** I move that we appoint Randy J. Holihan as the District 4 Commissioner for the remainder of the term effective immediately.

**Alternatives:** Do not appoint and advertise the position again

**Fiscal Impact:** N/A

**Attachments:** Randy Holihan Letter and Resume

# RANDY J. HOLIHAN

2513 Trentwood Blvd.  
Orlando, Florida 32812  
407-312-1955

June 25, 2021

Ms. Yolanda Quiceno, City Clerk  
City of Belle Isle  
1600 Nela Ave.  
Belle Isle, FL 32809

Via Email to: [yquiceno@belleislefl.gov](mailto:yquiceno@belleislefl.gov)

RE: Letter of Interest  
City commissioner, District 4

Dear Yolanda:

In accordance with City Policy, I am submitting this letter of interest for consideration as an applicant to replace Mike Sims as the City Commissioner, District 4, after his announced resignation last night. Also attached please find my resume' that details my employment history, educational background, as well as professional associations and designations.

I have lived in Belle Isle for over 8 years, observing its growth and changes. I currently chair the P&Z board and sit on the both the Police Advisory board and Redistricting board.

I am proud of our City and would welcome the opportunity to serve the City as the Commissioner for District 4.

Sincerely,

*Randy J. Holihan*

Randy J. Holihan

cc: Robert Francis-via email

Randy J. Holihan  
2513 Trentwood Blvd.  
Belle Isle, FL 32812

**Summary**

Forty plus years' experience in the real estate development and management industry, including shopping center, residential, timeshare and amenity development, planning, construction, leasing, property management and sales/marketing operations and administration.

**Professional Experience**

2019 to Present **RH Development Group, Inc.** Orlando, Fl  
**Pasadena Capital, Inc.**

**Partner**  
Responsibilities include development, site selection, site procurement and leasing of future and existing retail centers, tenant identification, purchase and sale of retail centers, construction/renovation of retail centers, and government relations

1989 to 2019 **Brandon Partners, Inc.** Orlando, Fl  
**Pasadena Capital, Inc.**  
**The Brandon Company**

**Partner**  
Responsibilities include development, site selection, site procurement and leasing of future and existing retail centers, tenant identification, purchase and sale of retail centers, construction/renovation of retail centers, and government relations.

1977 to 1989 **Information furnished upon request**

**Education**

Graduated 2001 **University of Phoenix** Orlando, Fl  
• M.B.A.: Major - Business

1973-1977 **Eastern Kentucky University** Richmond, KY  
• B.B.A.: Major - Business  
Special Emphasis - Real Estate and Finance

**Professional Associations**

- Licensed Real Estate Broker (State of Florida)
- Chairman-City of Belle Isle Planning and Zoning Board
- Member-City of Belle Isle Police Advisory Board
- Member-City of Belle Isle redistricting Board
- International Council of Shopping Centers
- Government Affairs Board of Directors-past member
- I.C.S.C-Certified Retail Property Executive

I.C.S.C-Senior Certified Shopping Center Manager

I.C.S.C.-Senior Certified Leasing Specialist

Past Chairman-City of Orlando Code Enforcement Board

Served on Orange Country Growth Management (Comprehensive Plan  
Committee)

Florida Hospital Foundation - Board of Directors 1991 – 1992

Past director of Vista Lakes CDD

President/Director-Vista Lake Property Owners Association

Served on Board of Directors - Hidden Creek Homeowners Association  
Greenview Homeowners Association



# CITY OF BELLE ISLE, FL CITY COUNCIL MEETING

Tuesday, July 6, 2021, \* 6:30 pm  
**MINUTES**

Present was:

- District 1 Commissioner – Ed Gold
- District 2 Commissioner – Anthony Carugno
- District 3 Commissioner – Karl Shuck
- District 4 Commissioner – Mike Sims
- District 5 Commissioner – Rick Miller
- District 6 Commissioner – Jim Partin
- District 7 Commissioner – Sue Nielsen

Absent was:

Nicholas Fouraker, Mayor

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

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

**2. Invocation and Pledge to Flag - Commissioner Shuck, District 3**

Vice Mayor Partin gave the invocation and led the Pledge to the Flag.

City Council welcomed Derreck Adkins as the newly hired Public Works Director.

Vice Mayor Partin announced that the Mayor will not attend the meeting and asked for a motion to excuse the absence.

**Comm Miller motioned to excuse Mayor Fouraker for the July 6, 2021, City Council meeting.**

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

**3. Public Hearing**

- a. Appeal of Public Hearing #2021-04-005 decision for 6814 Seminole Drive- Pursuant to Belle Isle Code Sec. 50-102 (B) (5), SEC. 50-102 (B) (16) AND SEC. 42-64, the Board shall consider and take action on a requested variance to place decorative columns with a gate in the front yard of a residential property, submitted by the property owner, Chris George, at 6814 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-031.
- b. Appeal of Public Hearing Case #2021-04-003 - Pursuant to Belle Isle Code Sec. 50-102 (b) (5), Sec. 50-102 (b) (16) and Sec. 42-64, the Board shall consider and take action on a requested variance to place decorative columns with a gate in the front yard of a residential property, submitted by the property owner, 6806 Seminole LLC, at 6820 Seminole Drive, Belle Isle, FL 32812 also known as Parcel # 29-23-30-4389-02-040.

Vice Mayor Partin opened the Public hearings.

City Manager Francis said the basis of the appeal is to add decorative columns and gates at a residential property. In the June Council meeting Council approved two homes on Seminole with similar requests. Council's direction at that meeting was to allow the other two properties (6814 and 6820 Seminole) to submit an appeal for consideration.

Vice Mayor Partin asked if there are any exparte communications.

Comm Gold said he would like to disclose and incorporate the June meeting comments at the June meeting. Since then, he has not had any further communication.

Vice Mayor Partin called for public comment. There being none, he closed public comment.

Comm Miller said these applications are the same and aesthetically will align with the other addresses approved in June.

Mr. Francis said 6806 Seminole Drive is not included in the appeal process because of the proximity to the Stop Sign.

Comm Carugno moved to approve the variances of 6814 Seminole and 6820 Seminole Drive for decorative columns with gates with the condition that the columns are set back 20-feet from the road.

Comm Miller seconded the motion for discussion.

**Comm Miller said the motion should be amended to include the P&Z board's conditions on April 27.**

**Comm Carugno amended his motion to approve the variances of 6814 Seminole and 6820 Seminole Drive for decorative columns with gates with the condition that the columns are set back 20-feet from the road to include and mirror the conditions placed by the P&Z Board as follows,**

- **The height of the decorative columns be no higher than 6-foot-6-inches; and**
- **The center of the gate to be no higher than 7-foot-6-inches**

**The motion passed 4:1 upon roll call with Comm Nielsen, nay.**

**4. Consent Items)**

- a. Approval of the June 15, 2021 meeting minutes
- b. Approval of the June 22, 2021 meeting minutes

**Comm Gold moved to approve the Consent Items as presented.**

**Comm Shuck seconded the motion, which passed unanimously 5:0.**

**6. Citizen's Comments**

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

**7. Unfinished Business**

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

City Clerk read Ordinance 21-06 by title.

City Manager Francis said this part of the code is problematic for the City. Many residents question why the Code Enforcement Officer (CE) 'doesn't go on to the property where there is a violation. The outdated language in code is a source of frustration for the person reporting and the office. For the CE to enter a property to investigate a complaint, the ordinance amendment states that the City must first seek an inspection warrant signed by a judge and state good cause for entry.

**Comm Nielsen moved to adopt Ordinance 21-06.**

**Comm Gold seconded the motion, which passed unanimously 5:0.**



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

City Clerk read Ordinance 21-07 by title.

Comm Miller said the inclusion of the sand bar should be stricken from the first "Whereas" in the ordinance. Mr. Francis said he was correct and will have it stricken from the ordinance.

**Comm Nielsen moved to adopt Ordinance 21-07.**

**Comm Gold seconded the motion, which passed unanimously 5:0.**

**8. New Business**

- a. Approval of Resolution 21-09 Increase Non-Ad Valorem Rate for Solid Waste - A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA AUTHORIZING AN INCREASE IN THE ANNUAL NON-AD VALOREM SOLID WASTE COLLECTION ASSESSMENT; AND PROVIDING AN EFFECTIVE DATE.

City Manager Francis said the City contract allows the Contractor to request an increase in the annual rate not to exceed 3%. The Contractor has a 3% increase, and the will increase from 21.07 to 21.70 monthly.

**Comm Nielsen moved to approve Resolution 21-09.**

**Comm Gold seconded the motion, which passed unanimously upon roll call 5:0.**

Comm Miller asked that any contracts relating to tax increases or budget adjustments be given to the budget committee for recommendation before City Council approval.

- b. Approval of Resolution 21-10 Increase Non-Ad Valorem Rate for Stormwater - A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA AUTHORIZING AN INCREASE IN THE ANNUAL NON-AD VALOREM STORMWATER ASSESSMENT; AND PROVIDING AN EFFECTIVE DATE.

City Manager Francis said City Council adopted the Stormwater Capital Program in 2019. The program called for rate increases of \$5/year starting in FY 2022. The rate will increase from \$120 to \$125 annually.

**Comm Nielsen moved to approve Resolution 21-10.**

**Comm Shuck seconded the motion.**

**Comm Miller said he would like to know the end date and stop increasing so the City can let the residents know of the small incremental change throughout the 5-years to help the fund balance for major projects.**

**The motion passed unanimously 5:0 upon roll call.**

- c. Approval of Resolution 21-11 Approval to Piggyback Multiple Contracts for Pipe Lining - A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA, AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO VENDORS APPROVED BY POLK COUNTY, THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT), AND ST 'JOHN'S COUNTY FOR CURED IN PLACE PIPE (CIPP) SERVICES, PIGGYBACKING POLK COUNTY ITB NO. #20-577, FDOT E5V49-R0, AND ST. JOHNS COUNTY BID #21-05; PROVIDING FOR AN EFFECTIVE DATE AND FOR ALL OTHER PURPOSES.
- d. Approval of Resolution 21-12 Approval to Piggyback Multiple Contracts for Basin/Pipe Cleaning and CCTV - A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA, AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO VENDORS APPROVED BY POLK COUNTY, THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT), AND ST 'JOHN'S COUNTY FOR STORMWATER SYSTEM CLEANING AND CCTV SERVICES, PIGGYBACKING POLK COUNTY ITB NO. #20-577, FDOT E5V49-R0, AND ST. JOHNS COUNTY BID #21-05; PROVIDING FOR AN EFFECTIVE DATE AND FOR ALL OTHER PURPOSES.

City Manager Francis said the City issued two requests for proposals for these services (Res 21-11 and 21-12). The RFP's were issued because other governmental entities were not allowing others to piggyback off their contracts. The City staff persisted in requesting piggybacking and found three that would allow it, and staff canceled the RFP. The City has received the ok from St. Johns County, Orlando, and Polk County, who have local representation.

**Comm Nielsen moved to approve Resolution 21-10 and Resolution 21-11.  
Comm Gold seconded the motion, which passed unanimously 5:0 upon roll call.**

- e. Approval of Resolution 21-13 Establishing Rules for Board Member Attendance vs. Communications Technology Media - A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA, ESTABLISHING RULES FOR BOARD MEMBER ATTENDANCE VIA COMMUNICATIONS TECHNOLOGY MEDIA; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

City Manager Francis said City Council and other City boards and Committees do not attend a meeting in person due to extraordinary circumstances. Still, they may have access to conferencing resources that would allow them to participate remotely. The Council directed that the City Attorney develop a resolution establishing procedures to allow remote participation due to extraordinary circumstances. The City Attorney drafted Resolution 21-13 that outlines the procedures for remote participation.

There are not many reasons for an extra ordinary circumstance, so the Resolution speaks to definitions to include physical disability or illness, out of town, state, or country. He said remote participation would count for discussion. However, it will not be counted as part of the quorum.

Comm Miller said he would like to increase the number of circumstances to a total of four (4) a year.

Attorney Ardaman said a physical absence does not stop the meeting from occurring. However, a quorum must be present. The Resolution is an attempt to formalize a process and understand what is accepted by the Council and can be changed if necessary.

**Comm Miller moved to approve Resolution 21-13 with the amendment to the total number of remote participation to four(4) meetings.  
Comm Carugno seconded the motion, which passed unanimously 5:0 upon roll call.**

- f. Approval of Resolution 21-14 to dispose of Surplus Property - A RESOLUTION DECLARING SURPLUS CERTAIN PERSONAL PROPERTY AND DIRECTING THE CITY MANAGER TO DISPOSE OF THE PROPERTY FOR VALUE THROUGH AN OPEN PUBLIC PROCESS.

Under Section 2-221, City Manager Francis said the City Council should have the discretion to classify surplus property. With the cleanout of the warehouse, there are several old tools, consumable supplies, and materials that are not needed. The City will conduct a yard sale at the Public Works Warehouse on Saturday, July 10, 2021, from 8 am-1 pm.

**Comm Nielsen moved to approve Resolution 21-1, sale of surplus property.  
Comm Miller seconded the motion, which passed unanimously 5:0 upon roll call.**

- g. Appoint Alternate for MAC Committee on Orlando Metroplan Board  
Their Bylaws require Metroplan Orlando to contact municipalities to reaffirm their intent to participate as a member of the Municipal Advisory Committee. He is requesting that the Vice Mayor be voted in as the alternate. MAC meets monthly on the first Thursday at 9:30 am at 250 S Orange Avenue, Suite 200, Orlando

**Comm Gold moved to appoint the Vice-Mayor as the alternate representation to the Municipal Advisory Committee.  
Comm Nielsen seconded the motion, which passed unanimously 5:0 upon roll call.**

h. Sol Avenue Reconstruction Project

City Manager Francis said Sol Avenue had had water and pavement deterioration problems due to the roadway and drainage being poorly designed and built. The road should have at least 1 ½ - 2 inches of pavement, and some places have only ½ inch of pavement. The project includes upgrading the drainage system and rebuilding the road to form a new road base. The project is ARPA eligible. If not, a large portion of the funds will come from the 2020 Bond Issue. In talking with the FLC representative, he said the entire project would be covered under ARPA because it is based on stormwater correction.

**Comm Nielsen moved to approve the request to advertise the Sol Avenue Construction Project.  
Comm Carugno seconded the motion, which passed unanimously 5:0.**

9. Attorney's Report

Attorney Ardaman said he provides Council the Attorney General's opinion concerning the Mayor's [participation with Council, Boards, and Committees. The opinion states that the Mayor is subject to the Sunshine Law in his discussion with individual's discussion with the Council, Boards, and Committees. The rule started to apply when the City changed the Charter making the Mayor part of the Council.

Attorney Ardaman spoke on the new Legislative Laws preemptive rules that may affect the City such as Land Development Regulation, Comp Plan Review, Home-based Businesses, Posting of Legal Ads and Tax receipts.

10. City Manager's Report

a. Issues Log

- Mr. Francis reminded the Council of the following;
  - July 14 mandatory FLC Ethics Training.
  - July 20, the staff will bring forward candidates for the District 4 Council seat.
  - August 5<sup>th</sup> – Orange County approval of moving the Lancaster House. If not approved, Council will decide if the home should be dismantled.
- Mr. Francis gave an overview and provided the issues log dated 7/6/ 2021.
  - Upon review of the Wallace Park project, Comm Miller said he understood the Council's direction to be that the City move forward with the site plan. He asked if the City Clerk can forward the minutes and audio of the meeting in question for review. City Manager Francis said he would research Council direction further and respond accordingly.
  - Mr. Francis reported that at the last CCA Board meeting, the CCA Chairman asked if he, Bob, and the City Attorney can sit and revisit the agreement with an end date of December 2021. He asked if Council would like to direct him to meet with the CCA Chairman. Comm Nielsen said that would be another delay in the process. She would like to see the BOA Building developed for the Police Department and close to the school. Discussion ensued on proposed development plans for the school.
 

**Comm Gold moved to have Bob Francis, and Comm Miller represent the City to discuss and further negotiate the CCA Agreement.**

**Comm Shuck seconded the motion, which passed 4:1 with Comm Nielsen, nay.**
  - Discussion ensued on Duke Energy power poles on Hoffner Avenue. Comm Carugno shared his concern with the total number of poles placed on Hoffner. Mr. Francis said he contact TUG for the status of the project.

c. Chief's Report

Chief Houston reported on the following,

- Chief Houston reported that Marine Patrol wrote 27 citations on the lake – 3 warnings and five parking tickets.
- Traffic focus – McCoy and Jetport Drive
- DUI Operation Countywide – Multiple moving violations were issued.
- Police Advisory Board meeting – Friday, July 9.
- Nav Board Meeting Tuesday, July 13 at 6:30 at the OC Maintenance Facility.
- Public Works Warehouse Garage Sale - Saturday, July 10, 2021, from 8 am-1 pm.

**11. Mayor's Report** – No report.

**12. Items from Council**

- Comm Gold reminded Council to submit their Statement of Financial Interest.
- Comm Shuck asked all residents (car, golf carts, bicycle, and pedestrian) to be safe on the road.
- Comm Partin stated that he would not attend the July 20 meeting due to prior engagement.

**13. Adjournment**

There being no further business, Mayor Fouraker called for a motion to adjourn. The meeting adjourned at 8:20 pm.



**CITY OF BELLE ISLE,  
FLORIDA**

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b.

**Code Enforcement - Monthly Overview**

**JUNE 2021**

<b>New Violations</b>	<b>42</b>
<b>Inspections</b>	<b>40</b>
<b>Violation Compliance</b>	<b>39</b>
<b>Signs Collected</b>	<b>43</b>
<b>Total Contacts</b>	<b>164</b>

# CODE VIOLATIONS/CONTACTS

b.

6/1/2021 THROUGH 6/30/2021

<u><i>CodeViolation</i></u>	<u><i>Count</i></u>
HIGH GRASS/WEEDS	24
INOPERABLE VEHICLE	1
LANDSCAPING	1
PARKING OF CAR/TRUCK	2
PARKING OF TRAILER	4
SWIMMING POOLS	1
TRASH & DEBRIS	4
WATERING - NON DESIGNATED DAY/TIME	5
<b><i>Grand Total</i></b>	<b>42</b>

7/6/2021  
2:32 PM

# Complaint Status

b.

6/1/2021 through 6/30/2021

<u>Status</u>	<u>Count</u>
CLOSED COMPLIANCE	36
CLOSED UNFOUNDED	3
VERBAL	1
	<hr/>
	40

**CODE ENFORCEMENT  
YEAR TO YEAR COMPARISON  
2019-2020 vs. 2020-2021**

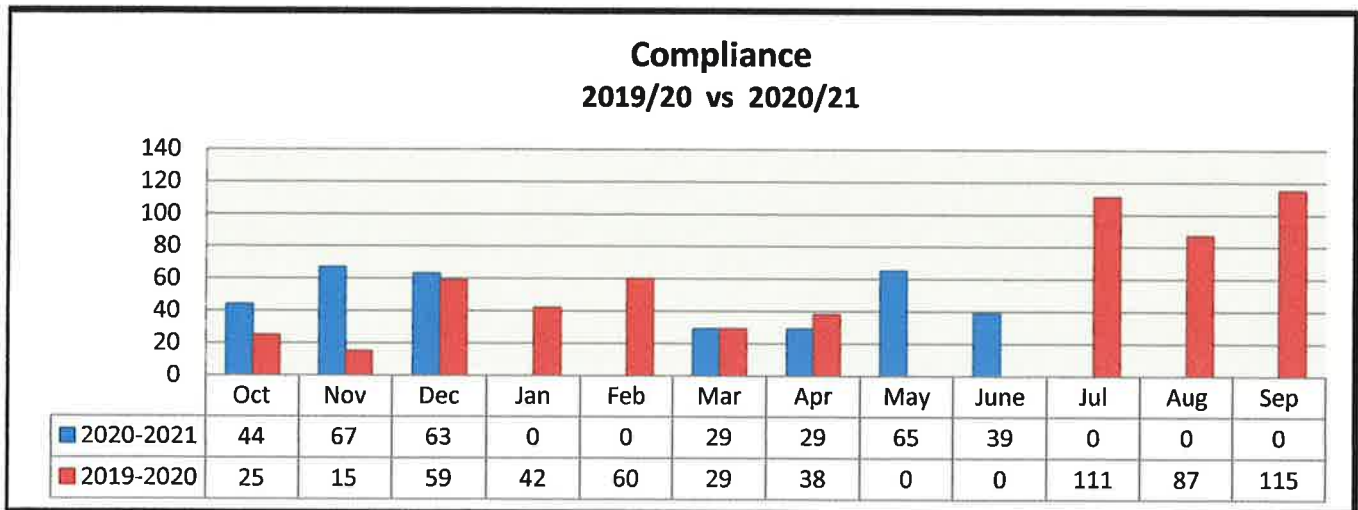
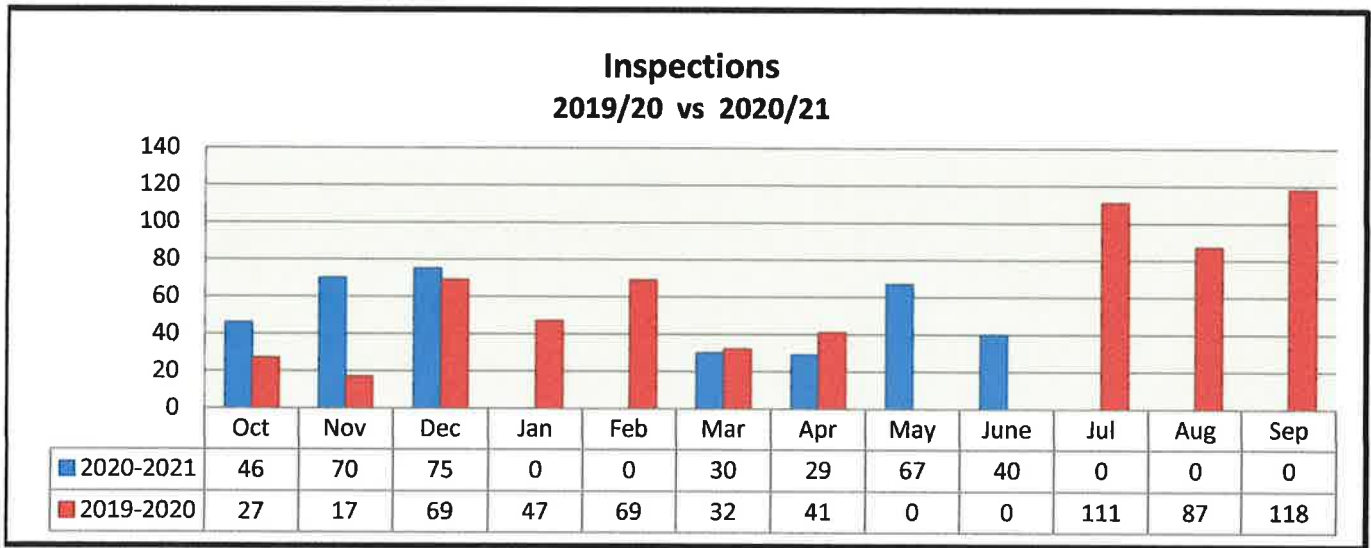
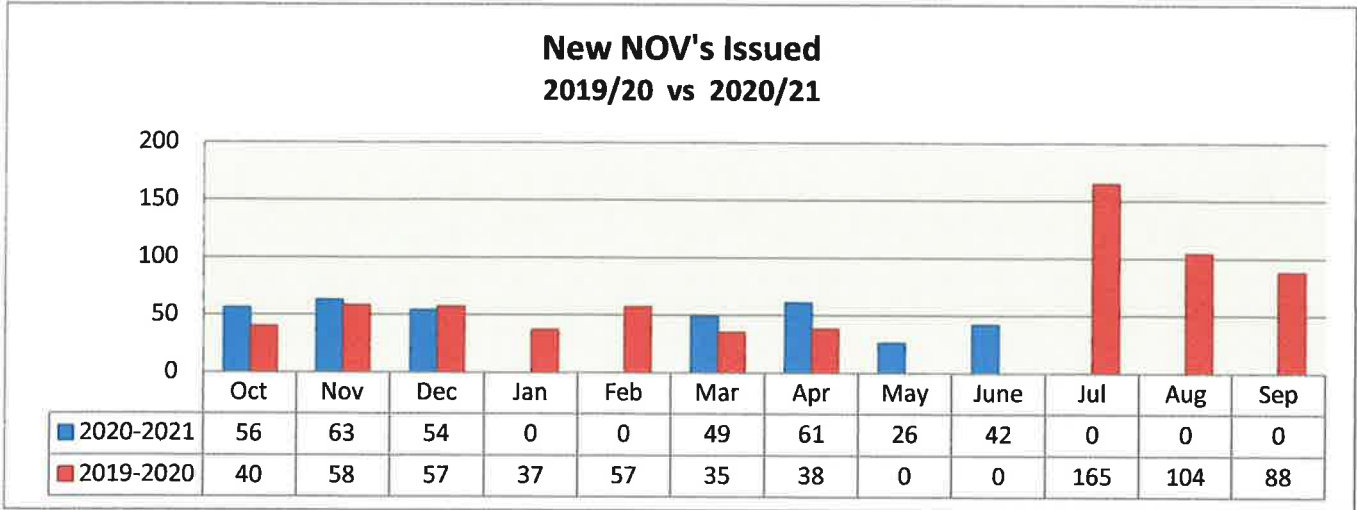
b.

	<b>YTD OCT-JUN <u>2019-2020</u></b>	<b>YTD OCT-JUN <u>2020-2021</u></b>
New Notices of Violation Issued	322	442
Inspections Performed	302	440
Compliance	268	416
Signs Collected	455	251
Trash, Grass, Debris Related	62	144
Vehicle, Boat and RV Related	109	118
Permitting	56	27
Cases Presented to CEH - Special Magistrate	0	0
Cases Adjudicated and Fined	0	0



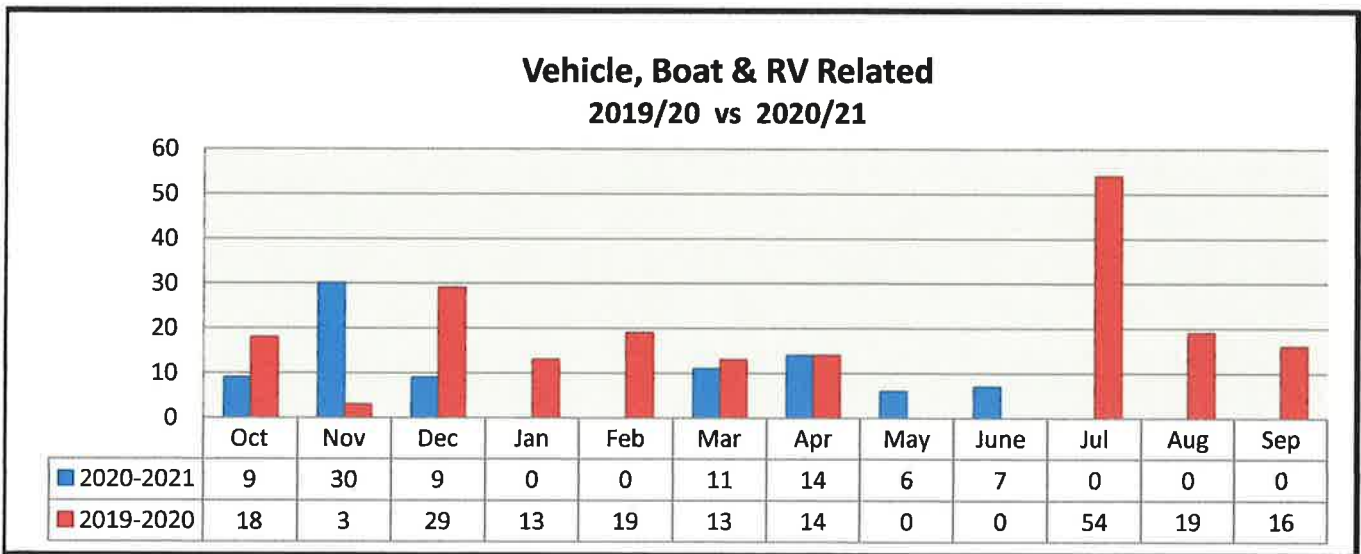
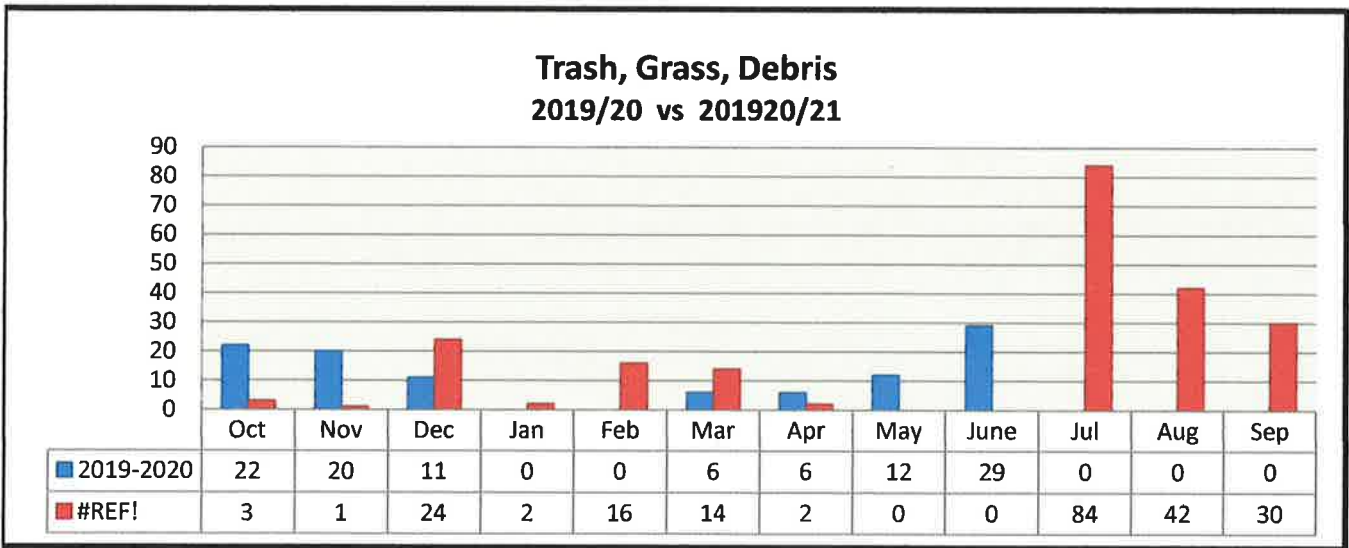
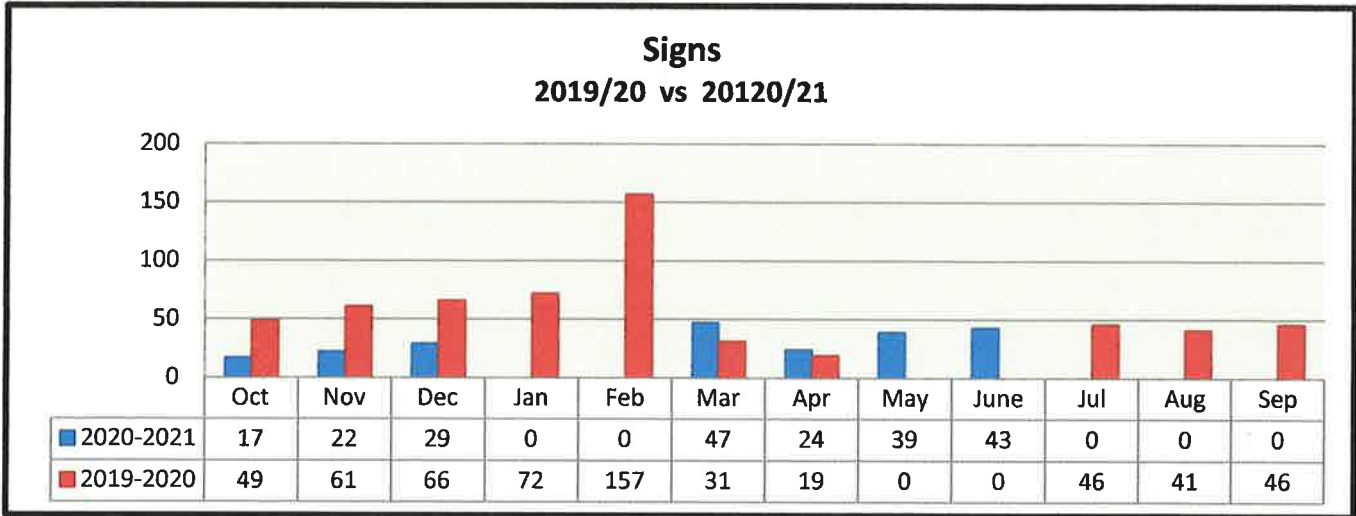
## CODE ENFORCEMENT ACTIVITY 2019/20 vs 2020/21

b.



## CODE ENFORCEMENT ACTIVITY 2019/20 vs 2020/21

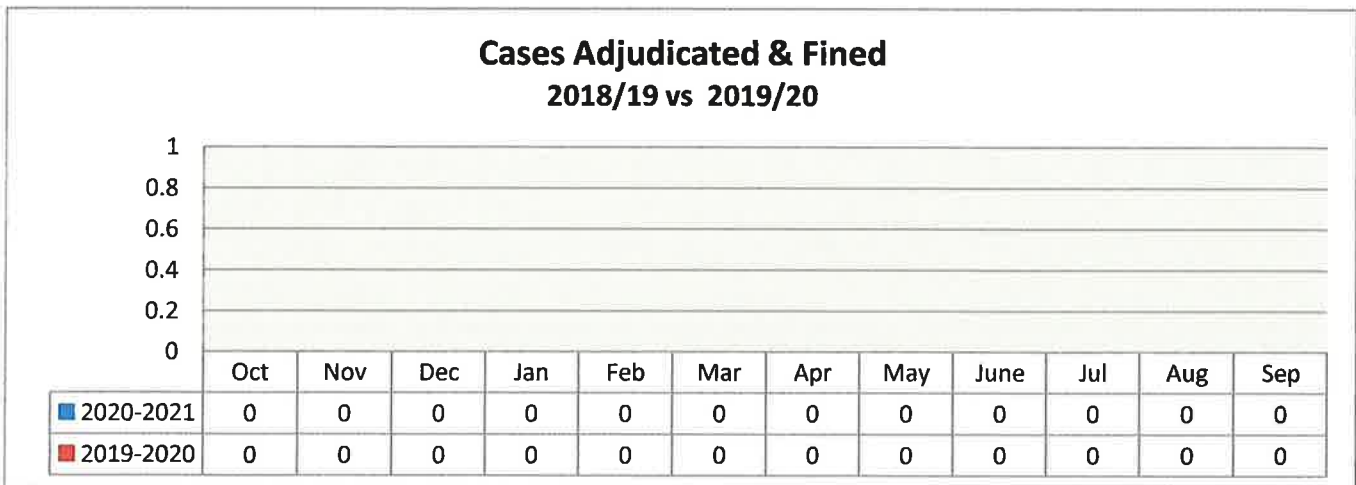
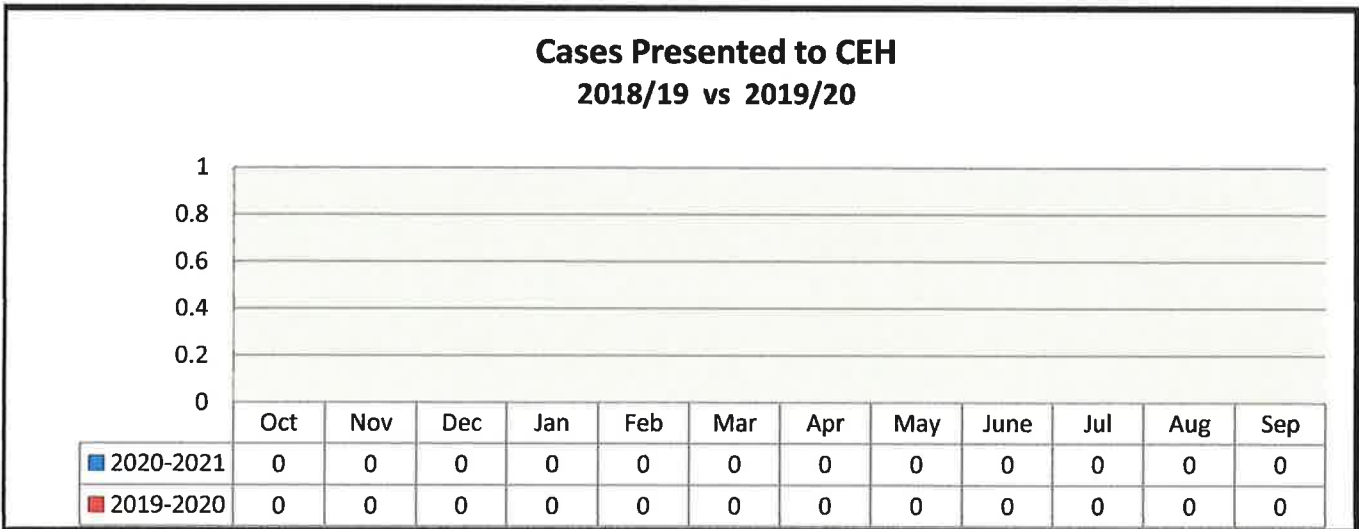
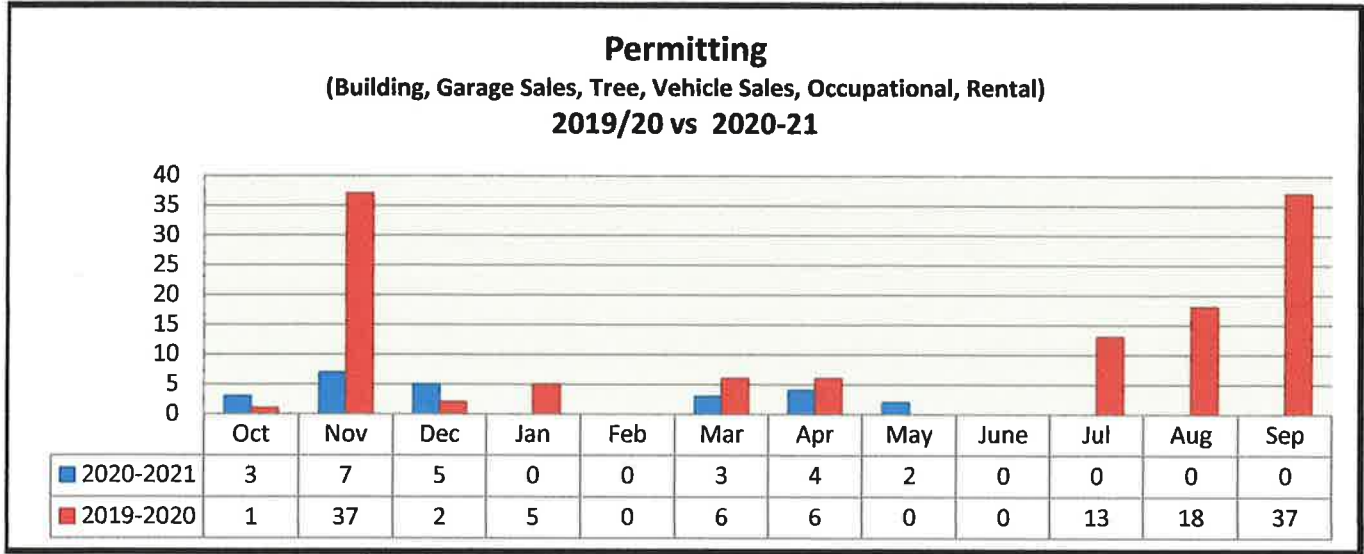
b.



# CODE ENFORCEMENT ACTIVITY

## 2019/20 vs 2020/21

b.



**ADDRESS STATUS REPORT**  
**(By District)**

# Address by District

(06/01/2021 through 06/30/2021)

District	StreetName	CodeViolation	Status	CodeOfficer
2	HOFFNER	HIGH GRASS/WEEDS	COURTESY NOV - OPEN	WINTERS
3	IDAHO	TRASH & DEBRIS	NOV ISSUED - OPEN	WINTERS
3	IDAHO	SWIMMING POOLS	NOV ISSUED - OPEN	WINTERS
3	LAKE	PARKING OF TRAILER	CLOSED COMPLIANCE	WINTERS
3	LAKE	WATERING - NON DESIGNATED DAY/TIME	CLOSED COMPLIANCE	WINTERS
3	LAKE	WATERING - NON DESIGNATED DAY/TIME	CLOSED COMPLIANCE	WINTERS
3	LAKE	WATERING - NON DESIGNATED DAY/TIME	CLOSED COMPLIANCE	WINTERS
3	PERKINS	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
3	SWANN	PARKING OF CAR/TRUCK	CLOSED COMPLIANCE	WINTERS
3	SWANN	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
3	SWANN	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
3	WIND WILLOW	HIGH GRASS/WEEDS	COURTESY NOV - OPEN	WINTERS
4	DAETWYLER	TRASH & DEBRIS	VERBAL	WINTERS
4	FLOWERTREE	HIGH GRASS/WEEDS	COURTESY NOV - OPEN	WINTERS
4	MCCOY	HIGH GRASS/WEEDS	NOV ISSUED - OPEN	WINTERS
4	MCCOY	TRASH & DEBRIS	CLOSED COMPLIANCE	WINTERS
4	SEMINOLE	HIGH GRASS/WEEDS	CLOSED COMPLIANCE	WINTERS
4	SEMINOLE	PARKING OF TRAILER	CLOSED COMPLIANCE	WINTERS
4	TRENTWOOD	HIGH GRASS/WEEDS	COURTESY NOV - OPEN	WINTERS

District	StreetName	CodeViolation	Status	CodeOfficer
5	NELA	WATERING - NON DESIGNATED DAY/TIME	CLOSED COMPLIANCE	WINTERS
5	NELA	HIGH GRASS/WEEDES	CLOSED COMPLIANCE	WINTERS
5	NELA	WATERING - NON DESIGNATED DAY/TIME	CLOSED COMPLIANCE	WINTERS
6	COVE	LANDSCAPING	CLOSED COMPLIANCE	WINTERS
7	CHISWICK	PARKING OF TRAILER	COURTESY NOV - OPEN	WINTERS
7	CHISWICK	HIGH GRASS/WEEDES	COURTESY NOV - OPEN	WINTERS
7	CULLEN LAKE SHORE	HIGH GRASS/WEEDES	COURTESY NOV - OPEN	WINTERS
7	DARDEN	HIGH GRASS/WEEDES	COURTESY NOV - OPEN	WINTERS
7	MORTIER	HIGH GRASS/WEEDES	COURTESY NOV - OPEN	WINTERS
7	PELEPORT	INOPERABLE VEHICLE	CLOSED COMPLIANCE	WINTERS
7	PELEPORT	HIGH GRASS/WEEDES	COURTESY NOV - OPEN	WINTERS
7	PELEPORT	HIGH GRASS/WEEDES	COURTESY NOV - OPEN	WINTERS
7	PELEPORT	HIGH GRASS/WEEDES	CLOSED COMPLIANCE	WINTERS
7	PELEPORT	TRASH & DEBRIS	CLOSED COMPLIANCE	WINTERS
7	PELEPORT	PARKING OF CAR/TRUCK	CLOSED COMPLIANCE	WINTERS
7	PELEPORT	HIGH GRASS/WEEDES	COURTESY NOV - OPEN	WINTERS
7	PONCEAU	HIGH GRASS/WEEDES	COURTESY NOV - OPEN	WINTERS
7	ST. GERMAIN	HIGH GRASS/WEEDES	COURTESY NOV - OPEN	WINTERS
7	ST. MICHAEL	HIGH GRASS/WEEDES	COURTESY NOV - OPEN	WINTERS
7	ST. MICHAEL	HIGH GRASS/WEEDES	COURTESY NOV - OPEN	WINTERS
7	ST. MICHAEL	HIGH GRASS/WEEDES	COURTESY NOV - OPEN	WINTERS
7	ST. MICHAEL	PARKING OF TRAILER	COURTESY NOV - OPEN	WINTERS
7	ST. MORITZ	HIGH GRASS/WEEDES	COURTESY NOV - OPEN	WINTERS

District	StreetName	CodeViolation	Status	CodeOfficer
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# **Belle Isle Police Department**

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June 30, 2021

## **Interoffice Memorandum:**

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**TO:** Bob Francis  
**FROM:** Chief Laura Houston LH  
**RE:** 2020 Uniform Crime Reporting (UCR)

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I have attached the 2020 UCR Report for the Belle Isle Police Department. This report has been filed with the FBI. Overall crime is down in most categories but of note is the decrease in the overall *Property Offense Total*. Aggravated assaults almost doubled, which can be attributed to the pandemic and people being out of work and at home. The number of total arrests also decreased. Officers have been encouraged to file criminal cases directly with the State Attorney's Office in lieu of making physical arrests to minimize their exposure to COVID.

Crime in neighboring communities is increasing. The Belle Isle Police Department is working hard daily to prevent this crime from encroaching into our community.



**UCR CHECKLIST - UNVERIFIED DATA FOR REVIEW & VERIFICATION**

b.

<b>Agency ORI:</b>	<b>FL0489300</b>	<b>Agency Name:</b>	<b>Belle Isle Police Department</b>
<b>Reporting Period/Year:</b>	<b>2020A</b>	<b>Population:</b>	<b>7,378</b>
<b>Clearance Rate:</b>	<b>21.5</b>	<b>Crime Rate:</b>	<b>1,450.3</b>
<b>Date Generated:</b>	<b>1/26/2021</b>	<input checked="" type="checkbox"/> <b>Arrest Data Provided</b>	
	<input type="checkbox"/> <b>LEOKA Data</b>	<input checked="" type="checkbox"/> <b>Comparative Prior Year Data</b>	
	<input checked="" type="checkbox"/> <b>Clearance Rate Reflects a Change of 10% or Greater</b>		

<b>Violent Offenses</b>	<b>2019</b>	<b>2020</b>	<b>% Change</b>
Murder	0	0	
Rape	0	0	
Robbery	9	2	-77.8%
Aggravated Assault	7	13	85.7%
<b>Violent Offense Total</b>	<b>16</b>	<b>15</b>	<b>-6.3%</b>
<b>Violent Crime Rate</b>	<b>217.2</b>	<b>203.3</b>	<b>-6.4%</b>
<b>Property Offenses</b>	<b>2019</b>	<b>2020</b>	<b>% Change</b>
Burglary	23	13	-43.5%
Larceny	70	57	-18.6%
Motor Vehicle Theft	26	22	-15.4%
<b>Property Offense Total</b>	<b>119</b>	<b>92</b>	<b>-22.7%</b>
<b>Property Crime Rate</b>	<b>1,615.8</b>	<b>1,247.0</b>	<b>-22.8%</b>
<b>Total Index Offenses</b>	<b>135</b>	<b>107</b>	<b>-20.7%</b>
<b>Clearance Rate for Index Offenses</b>	<b>32.6</b>	<b>21.5</b>	<b>-34.0%</b>

<b>Other Offenses</b>	<b>2019</b>	<b>2020</b>	<b>% Change</b>
Arson	0	0	
Fondling	0	0	
Human Trafficking - Founded	0	0	
Simple Assault	24	17	-29.2%

<b>Domestic Violence Offenses</b>	<b>2019</b>	<b>2020</b>	<b>% Change</b>
Murder	0	0	
Manslaughter	0	0	
Rape	0	0	
Fondling	0	0	
Aggravated Assault	4	6	50.0%
Aggravated Stalking	0	0	
Simple Assault	19	15	-21.1%
Threat/Intimidation	0	0	
Simple Stalking	0	0	
<b>Total Domestic Violence Offenses</b>	<b>23</b>	<b>21</b>	<b>-8.7%</b>

<b>Arrests</b>	<b>2019</b>	<b>2020</b>	<b>% Change</b>
Murder	0	0	
Rape	0	0	
Robbery	4	0	-100.0%
Aggravated Assault	7	12	71.4%
Burglary	3	3	0.0%
Larceny	23	7	-69.6%
Motor Vehicle Theft	6	0	-100.0%
Part II	90	70	-22.2%
<b>Total Arrests</b>	<b>133</b>	<b>92</b>	<b>-30.8%</b>

<b>Breakdown of Total Arrests - 2020</b>			
Male Arrests	70	Female Arrests	22
Adult Arrests	89	Juvenile Arrests	3

<b>Vehicle Recoveries</b>	<b>2019</b>	<b>2020</b>	<b>% Change</b>
Stolen Local/Recovered Local	2	6	200.0%
Stolen Local/Recovered Elsewhere	16	12	-25.0%
Stolen Elsewhere/Recovered Local	9	3	-66.7%

<b>Stolen/Recovered Property</b>	<b>2019</b>	<b>2020</b>	<b>% Change</b>
Total Stolen Property	\$583,141	\$344,613	-40.9%
Total Recovered Property	\$312,873	\$252,552	-19.3%

<b>Law Enforcement Officers Killed /Assaulted (LEOKA) - 2020</b>		<b>Total</b>	<b>0</b>
Officers Killed	0	Officers Assaulted	0

<b>Justifiable Homicide - 2020</b>		<b>Total</b>	<b>0</b>
By Police Officer	0	By Private Citizen	0

The information contained in the report is approved as correct.

Signature: Laura Houston Date: Feb 5, 2021



# CRIME IN FLORIDA ABSTRACT

## Belle Isle Police Department

January - December 2020

(UNVERIFIED - SUBMITTED DATA FOR REVIEW)

Florida Department of  
Law Enforcement

b.

The statistics presented in this release are an indication of crime and criminal activities known to, and reported by, law enforcement agencies for 2020. This report reflects data residing in the UCR database as of 1/26/2021.

### Crime Volume and Rate

MEASURE	2019	2020	Percent Change
<b>Total Index Crime</b>	<b>135</b>	<b>107</b>	<b>-20.7</b>
Total Violent Crime	16	15	-6.3
Total Property Crime	119	92	-22.7
<b>Total Crime Rate</b>	<b>1,833.0</b>	<b>1,450.3</b>	<b>-20.9</b>
Violent Crime Rate	217.2	203.3	-6.4
Property Crime Rate	1,615.8	1,247.0	-22.8

### Arrest Totals

ARREST TYPE	2019	2020	Percent Change
<b>Violent Offense Arrests</b>	<b>11</b>	<b>12</b>	<b>9.1</b>
Adult	11	12	9.1
Juvenile	0	0	
Male	8	7	-12.5
Female	3	5	66.7
<b>Property Offense Arrests</b>	<b>32</b>	<b>10</b>	<b>-68.8</b>
Adult	27	9	-66.7
Juvenile	5	1	-80.0
Male	29	7	-75.9
Female	3	3	0.0
<b>Part II Offense Arrests</b>	<b>90</b>	<b>70</b>	<b>-22.2</b>
Adult	88	68	-22.7
Juvenile	2	2	0.0
Male	66	56	-15.2
Female	24	14	-41.7
<b>TOTAL ARRESTS</b>	<b>133</b>	<b>92</b>	<b>-30.8</b>

### Offense Totals

INDEX OFFENSES	2019	2020	Percent Change
<b>Murder</b>	<b>0</b>	<b>0</b>	
Firearm	0	0	
Knife/Cutting Instr.	0	0	
Hands/Fists/Feet	0	0	
Other	0	0	
<b>Rape</b>	<b>0</b>	<b>0</b>	
Firearm	0	0	
Knife/Cutting Instr.	0	0	
Hands/Fists/Feet	0	0	
Other	0	0	
<b>Robbery</b>	<b>9</b>	<b>2</b>	<b>-77.8</b>
Firearm	0	2	
Knife/Cutting Instr.	0	0	
Hands/Fists/Feet	9	0	-100.0
Other	0	0	
<b>Aggravated Assault</b>	<b>7</b>	<b>13</b>	<b>85.7</b>
Firearm	1	3	200.0
Knife/Cutting Instr.	1	1	0.0
Hands/Fists/Feet	0	0	
Other	5	9	80.0
<b>Burglary</b>	<b>23</b>	<b>13</b>	<b>-43.5</b>
Forced Entry	5	6	20.0
No Forced Entry	14	5	-64.3
Attempted Entry	4	2	-50.0
<b>Larceny</b>	<b>70</b>	<b>57</b>	<b>-18.6</b>
Pocket Picking	3	1	-66.7
Purse Snatching	2	2	0.0
Shoplifting	3	5	66.7
From Motor Vehicle	51	30	-41.2
Motor Vehicle Parts	0	3	
Bicycles	3	4	33.3
From Building	1	1	0.0
From Coin Oper. Dev.	0	0	
All Other	7	11	57.1
<b>Motor Vehicle Theft</b>	<b>26</b>	<b>22</b>	<b>-15.4</b>
<b>TOTAL INDEX OFFENSES</b>	<b>135</b>	<b>107</b>	<b>-20.7</b>

### Domestic Violence by Offense Type

PRIMARY OFFENSE	2019	2020	Percent Change
Murder	0	0	
Manslaughter	0	0	
Rape	0	0	
Fondling	0	0	
Aggravated Assault	4	6	50.0
Aggravated Stalking	0	0	
Simple Assault	19	15	-21.1
Threat/Intimidation	0	0	
Simple Stalking	0	0	
<b>TOTAL OFFENSES</b>	<b>23</b>	<b>21</b>	<b>-8.7</b>

### Property Information Values

PROPERTY TYPE	STOLEN VALUE	RECOVERED VALUE
Currency, Note, Etc.	1,091	0
Jewelry, Precious Metals	6,887	0
Clothing & Furs	4,735	0
Motor Vehicles	285,252	250,252
Office Equipment	0	0
TVs, Radios, Stereos	0	0
Firearms	350	0
Household Goods	105	0
Consumable Goods	835	0
Livestock	0	0
Miscellaneous	45,358	2,300
<b>TOTAL VALUES</b>	<b>344,613</b>	<b>252,552</b>

**CRIME IN FLORIDA ABSTRACT**  
**Belle Isle Police Department**  
**January - December 2020**  
 (UNVERIFIED - SUBMITTED DATA FOR REVIEW)

**Crime Trends**

Year	Index Total Crimes	% Change	Violent Crime	% Change	Property Crime	% Change	Population	% Change	Crime Rate	% Change
2016	121	-0.8	14	27.3	107	-3.6	6,541	1.2	1,849.9	-2.0
2017	102	-15.7	10	-28.6	92	-14.0	6,701	2.4	1,522.2	-17.7
2018	87	-14.7	9	-10.0	78	-15.2	6,944	3.6	1,252.9	-17.7
2019	135	55.2	16	77.8	119	52.6	7,365	6.1	1,833.0	46.3
2020	107	-20.7	15	-6.3	92	-22.7	7,378	0.2	1,450.3	-20.9

**Domestic Violence**  
**by Offense Type to Victim's Relationship to Offender**

OFFENSES	RELATIONSHIP VICTIM TO OFFENDER								Arrests
	Total	Spouse	Parent	Child	Sibling	Other Family	Cohabitant	Other	
Murder	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Aggravated Assault	6	1	0	0	1	0	3	1	7
Aggravated Stalking	0	0	0	0	0	0	0	0	0
Simple Assault	15	3	1	2	1	0	5	3	15
Threat/Intimidation	0	0	0	0	0	0	0	0	0
Simple Stalking	0	0	0	0	0	0	0	0	0
<b>TOTAL OFFENSES</b>	<b>21</b>	<b>4</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>8</b>	<b>4</b>	<b>22</b>

ARSON			
STRUCTURE	TOTAL INHABITED	TOTAL ABANDONED	ATTEMPTED
Single Occupied Residence	0	0	0
Other Residence	0	0	0
Storage	0	0	0
Industrial/Manufacturing	0	0	0
Commercial	0	0	0
Community/Public	0	0	0
All Other Structures	0	0	0
Motor Vehicles	0	0	0
Other Mobile	0	0	0
Other	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>

VEHICLE RECOVERY	
	Number
Stolen Locally and Recovered Locally	6
Stolen Locally and Recovered by Other Jurisdictions	12
Stolen Other Jurisdictions and Recovered Locally	3
<b>TOTAL</b>	<b>21</b>

SOURCE: Florida Department of Law Enforcement. Florida Uniform Crime Report, 2020 [Computer program]. Tallahassee, FL: FDLE, Florida Statistical Analysis Center. Report reflects data residing in the UCR database as of 1/26/2021.

**Arrest Totals by Age and Sex**  
**Belle Isle Police Department**  
**January - December 2020**  
 (UNVERIFIED - SUBMITTED DATA FOR REVIEW)

OFFENSES	JUVENILE			ADULT			TOTAL
	Total	Male	Female	Total	Male	Female	ALL AGES
Murder	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	12	7	5	12
Burglary	0	0	0	3	2	1	3
Larceny	1	1	0	6	4	2	7
Motor Vehicle Theft	0	0	0	0	0	0	0
<b>TOTAL INDEX</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>21</b>	<b>13</b>	<b>8</b>	<b>22</b>
Manslaughter	0	0	0	0	0	0	0
Kidnap/Abduction	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple Assault	1	1	0	16	9	7	17
Drug Arrests	0	0	0	7	6	1	7
Bribery	0	0	0	0	0	0	0
Embezzlement	0	0	0	0	0	0	0
Fraud	0	0	0	2	1	1	2
Counterfeit/Forgery	0	0	0	2	1	1	2
Extortion/Blackmail	0	0	0	0	0	0	0
Intimidation	0	0	0	1	1	0	1
Prostitution/Commercialized Sex	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Other Sex Offenses	0	0	0	2	2	0	2
Stolen Property Buy/Receive/Possess	0	0	0	1	1	0	1
Driving Under Influence	0	0	0	18	15	3	18
Destruction/Damage/Vandalism	0	0	0	1	1	0	1
Gambling	0	0	0	0	0	0	0
Weapons Violations	1	1	0	2	2	0	3
Liquor Law Violations	0	0	0	0	0	0	0
Miscellaneous	0	0	0	16	15	1	16
<b>TOTAL PART II</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>68</b>	<b>54</b>	<b>14</b>	<b>70</b>
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>89</b>	<b>67</b>	<b>22</b>	<b>92</b>

SOURCE: Florida Department of Law Enforcement. Florida Uniform Crime Report, 2020 [Computer program]. Tallahassee, FL: FDLE, Florida Statistical Analysis Center. Report reflects data residing in the UCR database as of 1/26/2021.

**Arrest Totals Comparative Data**  
**Belle Isle Police Department**  
**January - December 2020**  
 (UNVERIFIED - SUBMITTED DATA FOR REVIEW)

OFFENSES	JUVENILE			ADULT			TOTAL ALL AGES		
	2019	2020	Percent Change	2019	2020	Percent Change	2019	2020	Percent Change
Murder	0	0		0	0		0	0	
Rape	0	0		0	0		0	0	
Robbery	0	0		4	0	-100.0	4	0	-100.0
Aggravated Assault	0	0		7	12	71.4	7	12	71.4
Burglary	0	0		3	3	0.0	3	3	0.0
Larceny	5	1	-80.0	18	6	-66.7	23	7	-69.6
Motor Vehicle Theft	0	0		6	0	-100.0	6	0	-100.0
<b>TOTAL INDEX</b>	<b>5</b>	<b>1</b>	<b>-80.0</b>	<b>38</b>	<b>21</b>	<b>-44.7</b>	<b>43</b>	<b>22</b>	<b>-48.8</b>
Manslaughter	0	0		0	0		0	0	
Kidnap/Abduction	0	0		0	0		0	0	
Arson	0	0		0	0		0	0	
Simple Assault	0	1		21	16	-23.8	21	17	-19.0
Drug Arrests	1	0	-100.0	17	7	-58.8	18	7	-61.1
Bribery	0	0		0	0		0	0	
Embezzlement	0	0		0	0		0	0	
Fraud	0	0		0	2		0	2	
Counterfeit/Forgery	0	0		0	2		0	2	
Extortion/Blackmail	0	0		0	0		0	0	
Intimidation	0	0		0	1		0	1	
Prostitution/Commercialized Sex	0	0		0	0		0	0	
Fondling	0	0		0	0		0	0	
Other Sex Offenses	0	0		0	2		0	2	
Stolen Property Buy/Receive/Possess	0	0		1	1	0.0	1	1	0.0
Driving Under Influence	0	0		23	18	-21.7	23	18	-21.7
Destruction/Damage/Vandalism	0	0		1	1	0.0	1	1	0.0
Gambling	0	0		0	0		0	0	
Weapons Violations	0	1		1	2	100.0	1	3	200.0
Liquor Law Violations	0	0		0	0		0	0	
Miscellaneous	1	0	-100.0	24	16	-33.3	25	16	-36.0
<b>TOTAL PART II</b>	<b>2</b>	<b>2</b>	<b>0.0</b>	<b>88</b>	<b>68</b>	<b>-22.7</b>	<b>90</b>	<b>70</b>	<b>-22.2</b>
<b>TOTAL</b>	<b>7</b>	<b>3</b>	<b>-57.1</b>	<b>126</b>	<b>89</b>	<b>-29.4</b>	<b>133</b>	<b>92</b>	<b>-30.8</b>

SOURCE: Florida Department of Law Enforcement. Florida Uniform Crime Report, 2020 [Computer program]. Tallahassee, FL: FDLE, Florida Statistical Analysis Center. Report reflects data residing in the UCR database as of 1/26/2021.

**Uniform Crime Reports - Offense Reporting Form  
 Crime Index and Domestic Violence Offenses - Page 1 of 2  
 Belle Isle Police Department  
 January - December 2020**

(UNVERIFIED - SUBMITTED DATA FOR REVIEW)

CLASSIFICATION OF OFFENSES	TOTAL NUMBER OF OFFENSES	TOTAL CLEARANCES			TOTAL VALUE OF PROPERTY STOLEN (\$)	WEAPON			Number of Offenses	DOMESTIC VIOLENCE								
		Arrest	Exception	Adult		Juvenile	Firearm	Knife or Cutting Instr.		Other Dangerous Weapon	Hands, Fists or Feet	RELATIONSHIP VICTIM TO OFFENDER						
												Spouse	Parent	Child	Sibling	Other Family	Cohabitant	Other
Criminal Homicide	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Index Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape, Committed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape, Attempted	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Highway	0	0	0	0	132	2	0	0	0	0	0	0	0	0	0	0	0	0
Residence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bank	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gas / Service Station	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Convenience Store	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Commercial Estab.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous	2	0	0	0	132	2	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	13	12	0	12	0	3	1	9	0	6	1	0	0	0	0	0	0	0
Aggravated Assault	13	12	0	12	0	3	1	9	0	6	1	0	0	0	0	0	0	0
Aggravated Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL VIOLENT (Excluding Manslaughter)</b>	<b>15</b>	<b>12</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>5</b>	<b>1</b>	<b>9</b>	<b>0</b>	<b>6</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>7</b>	<b>7</b>
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	17	17	0	16	1	0	0	0	17	15	3	1	2	1	0	0	0	0
Threat/Intimidation										0	0	0	0	0	0	0	0	0
Simple Stalking										0	0	0	0	0	0	0	0	0
<b>TOTAL DOMESTIC VIOLENCE</b>	<b>21</b>	<b>4</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>8</b>	<b>4</b>	<b>22</b>	<b>22</b>

SOURCE: Florida Department of Law Enforcement, Florida Uniform Crime Report, 2020 (Computer program), Tallahassee, FL; FDLE, Florida Statistical Analysis Center. Report reflects data residing in the UCR database as of 1/26/2021.

**Uniform Crime Reports - Offense Reporting Form**  
**Crime Index and Domestic Violence Offenses - Page 2 of 2**  
**Belle Isle Police Department**  
**January - December 2020**

(UNVERIFIED - SUBMITTED DATA FOR REVIEW)

CLASSIFICATION OF OFFENSES	TOTAL NUMBER OF OFFENSES	TOTAL CLEARANCES				TOTAL VALUE OF PROPERTY STOLEN (\$)	ARSON						
		Arrest	Exception	Adult	Juvenile		TOTAL INHABITED	TOTAL ABANDONED	ATTEMPT	TOTAL DOLLAR LOSS (\$)	CLEARANCES		
											Adult	Juvenile	
Burglary	13	3	0	3	0	10,600	0	0	0	0	0	0	0
Forcible Entry	6	1	0	1	0	7,800	0	0	0	0	0	0	0
Unlawful Entry	5	1	0	1	0	2,800	0	0	0	0	0	0	0
Attempted	2	1	0	1	0	0	0	0	0	0	0	0	0
Burglary, Residence	6	1	0	1	0	3,900	0	0	0	0	0	0	0
Night	4	1	0	1	0	1,100	0	0	0	0	0	0	0
Day	1	0	0	0	0	0	0	0	0	0	0	0	0
Unknown	1	0	0	0	0	2,800	0	0	0	0	0	0	0
Burglary, Non-Residence	7	2	0	2	0	6,700	0	0	0	0	0	0	0
Night	6	2	0	2	0	6,700	0	0	0	0	0	0	0
Day	0	0	0	0	0	0	0	0	0	0	0	0	0
Unknown	1	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARSON TOTALS</b>							<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Larceny	57	7	1	7	1	48,629	0	0	0	0	0	0	0
Pocket Picking	1	0	0	0	0	800	0	0	0	0	0	0	0
Purse Snatching	2	0	0	0	0	403	0	0	0	0	0	0	0
Shoplifting	5	1	0	1	0	275	0	0	0	0	0	0	0
From Motor Vehicle	30	3	1	3	1	25,413	0	0	0	0	0	0	0
Motor Vehicle Parts	3	1	0	1	0	3	0	0	0	0	0	0	0
Bicycles	4	0	0	0	0	3,749	0	0	0	0	0	0	0
From Building	1	0	0	0	0	2,700	0	0	0	0	0	0	0
From Coin Oper. Dev.	0	0	0	0	0	0	0	0	0	0	0	0	0
All Other Larceny	11	2	0	2	0	15,286	0	0	0	0	0	0	0
\$200 & Over	30	3	1	3	1	47,535	0	0	0	0	0	0	0
\$50 - \$200	7	1	0	1	0	980	0	0	0	0	0	0	0
Under \$50	20	3	0	3	0	114	0	0	0	0	0	0	0
Motor Vehicle Theft	22	0	0	0	0	285,252	0	0	0	0	0	0	0
Auto	21	0	0	0	0	283,752	0	0	0	0	0	0	0
Trucks and Buses	0	0	0	0	0	0	0	0	0	0	0	0	0
Motorcycles	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Vehicles	1	0	0	0	0	1,500	0	0	0	0	0	0	0
Office Equipment	0	0	0	0	0	0	0	0	0	0	0	0	0
TVs, Radios, Stereos	0	0	0	0	0	0	0	0	0	0	0	0	0
Firearms	0	0	0	0	0	350	0	0	0	0	0	0	0
Household Goods	0	0	0	0	0	105	0	0	0	0	0	0	0
Consumable Goods	0	0	0	0	0	835	0	0	0	0	0	0	0
Livestock	1	0	0	0	0	1,500	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL PROPERTY</b>	<b>92</b>	<b>10</b>	<b>1</b>	<b>10</b>	<b>1</b>	<b>344,481</b>							
<b>ALL CRIME INDEX'</b>	<b>107</b>	<b>22</b>	<b>1</b>	<b>22</b>	<b>1</b>	<b>344,613</b>							

PROPERTY TYPE	PROPERTY INFORMATION / VALUES		VEHICLE RECOVERY
	STOLEN VALUE (\$)	RECOVERED VALUE (\$)	
Currency, Note, Etc.	1,091	0	Number
Jewelry, Precious Metals	6,887	0	Stolen Locally and Recovered Locally
Clothing & Furs	4,735	0	6
Motor Vehicles	285,252	250,252	
Auto	283,752	250,252	
Trucks and Buses	0	0	
Motorcycles	0	0	
Other Vehicles	1,500	0	12
Office Equipment	0	0	
TVs, Radios, Stereos	0	0	
Firearms	350	0	
Household Goods	105	0	
Consumable Goods	835	0	3
Livestock	0	0	
Miscellaneous	45,358	2,300	
<b>PROPERTY VALUE TOTALS</b>	<b>344,613</b>	<b>252,552</b>	<b>21</b>

\*Crime Index Offenses do not include Manslaughter, Fondling, Simple Assault, Threat/Intimidation, and Simple Stalking.

SOURCE: Florida Department of Law Enforcement. Florida Uniform Crime Report, 2020 [Computer program]. Tallahassee, FL: FDLE, Florida Statistical Analysis Center. Report reflects data residing in the UCR database as of 1/26/2021.

**HATE CRIME AND CARGO THEFT INCIDENTS REPORTED**  
**Belle Isle Police Department**  
**January - December 2020**

**(UNVERIFIED - SUBMITTED DATA FOR REVIEW)**

The tables below display the number of Hate Crime and Cargo Theft incidents by month, with each zero reflecting the entry of a report of zero incidents for that month. Months that are blank do not have a reported incident nor a report of zero incidents for that month. Agencies are requested to submit an entry of zero Hate Crime or Cargo Theft incidents for each month in which there were no incidents to report.

REPORTED HATE CRIME INCIDENTS BY MONTH														
ORI	AGENCY NAME	YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
FLO489300	Belle Isle Police Department	2020	0	0	0	0	0	0	0	0	0	0	0	0

REPORTED CARGO THEFT INCIDENTS BY MONTH														
ORI	AGENCY NAME	YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
FLO489300	Belle Isle Police Department	2020	0	0	0	0	0	0	0	0	0	0	0	0

SOURCE: Florida Department of Law Enforcement. Florida Hate Crime and Cargo Theft, 2020 [Computer program]. Tallahassee, FL: FDLE, Florida Statistical Analysis Center. Report reflects data residing in the FDLE database as of 1/25/2021.



**Law Enforcement Officers Killed or Assaulted (LEOKA) - Page 1 of 2**  
**Belle Isle Police Department**  
**January - December 2020**  
 (UNVERIFIED - SUBMITTED DATA FOR REVIEW)

LEOKA Officer Data	Officer Killed, Felonious		Officer Killed, Accidental		Officer Assaulted	
	Total	Percent	Total	Percent	Total	Percent
<b>Number of Officers</b>	0		0		0	
<b>Breakdown of Officers by Age:</b>						
Officer Age 18 - 24 Years	0		0		0	
Officer Age 25 - 34 Years	0		0		0	
Officer Age 35 - 44 Years	0		0		0	
Officer Age 45 - 54 Years	0		0		0	
Officer Age 55 - 64 Years	0		0		0	
Officer Age 65 +	0		0		0	
<b>Breakdown of Officer Experience:</b>						
Officer Experience 1 - 4 Years	0		0		0	
Officer Experience 5 - 9 Years	0		0		0	
Officer Experience 10 -14 Years	0		0		0	
Officer Experience 15 -19 Years	0		0		0	
Officer Experience 20 -24 Years	0		0		0	
Officer Experience 25 -29 Years	0		0		0	
Officer Experience 30 + Years	0		0		0	
<b>Extent of Injury:</b>						
None	-	-	-	-	0	
Minor	-	-	-	-	0	
Serious	-	-	-	-	0	
Fatal	0		0		-	-
<b>Breakdown of Officers by Sex:</b>						
Male	0		0		0	
Female	0		0		0	
<b>Breakdown of Officers by Race:</b>						
White	0		0		0	
Black	0		0		0	
American Indian	0		0		0	
Asian	0		0		0	
<b>Officer Activity:</b>						
Responding to Disturbance	0		0		0	
Breaking & Entering in Process/Pursuit	0		0		0	
Robbery in Process/Pursuit	0		0		0	
Attempting Other Arrest	0		0		0	
Civil Disorder	0		0		0	
Domestic Disturbance	0		0		0	
Handling/Transporting/Custody of Prisoner	0		0		0	
Investigate Suspicious Person/Circumstance	0		0		0	
Ambush, No Warning	0		0		0	
Assailant Mentally Deranged	0		0		0	
Traffic Pursuit or Stop	0		0		0	
Other	0		0		0	
<b>Type of Assignment:</b>						
One Person Vehicle	0		0		0	
Two Person Vehicle	0		0		0	
Detective or Special Assignment	0		0		0	
Traffic, Motorcycle Officer(s)	0		0		0	
Other	0		0		0	
<b>Additional Officer Data:</b>						
Officer Was Wearing Body Armor	0		0		0	
Body Armor Prevented Injury	0		0		0	
Officer Was Not Wearing Body Armor	0		0		0	
Officer Wearing Body Armor Unknown	0		0		0	
Firearm Discharged by Officer	0		0		0	
Officer Was Alone	0		0		0	

SOURCE: Florida Department of Law Enforcement. Florida Uniform Crime Report, 2020 [Computer program]. Tallahassee, FL: FDLE, Florida Statistical Analysis Center. Report reflects data residing in the UCR database as of 1/26/2021.

**Law Enforcement Officers Killed or Assaulted (LEOKA) - Page 2 of 2**

b.

**Belle Isle Police Department**

**January - December 2020**

**(UNVERIFIED - SUBMITTED DATA FOR REVIEW)**

LEOKA Offender Data	Officer Killed, Felonious		Officer Killed, Accidental		Officer Assaulted	
	Total	Percent	Total	Percent	Total	Percent
<b>Number of Offenders</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>Breakdown of Offenders by Age:</b>						
Offender Under 18 Years	0		0		0	
Offender Age 18 - 24 Years	0		0		0	
Offender Age 25 - 34 Years	0		0		0	
Offender Age 35 - 44 Years	0		0		0	
Offender Age 45 - 54 Years	0		0		0	
Offender Age 55 - 64 Years	0		0		0	
Offender Age 65 +	0		0		0	
Unknown	0		0		0	
<b>Offender Injured?</b>						
Yes	0		0		0	
No	0		0		0	
Unknown	0		0		0	
<b>Extent of Offender Injury:</b>						
No Injury or Unknown	0		0		0	
Minor	0		0		0	
Moderate	0		0		0	
Serious	0		0		0	
Fatal	0		0		0	
<b>Breakdown of Offenders by Sex:</b>						
Male	0		0		0	
Female	0		0		0	
Unknown	0		0		0	
<b>Breakdown of Offenders by Race:</b>						
White	0		0		0	
Black	0		0		0	
American Indian	0		0		0	
Asian	0		0		0	
Unknown	0		0		0	
<b>Weapon:</b>						
Handgun	0		0		0	
Rifle	0		0		0	
Shotgun	0		0		0	
Firearm	0		0		0	
Knife/Cutting Instrument	0		0		0	
Blunt Object	0		0		0	
Hands/Fist/Feet	0		0		0	
Poison	0		0		0	
Explosives	0		0		0	
Fire/Incendiary	0		0		0	
Drugs	0		0		0	
Unknown	0		0		0	
Other	0		0		0	
<b>Other Offender Data</b>						
Firearm Discharged by Offender	0		0		0	
Officer Aware Offender Had Weapon	0		0		0	
Offender Used Officer's Weapon	0		0		0	
Offense Cleared by Arrest or Exception	0		0		0	

SOURCE: Florida Department of Law Enforcement. Florida Uniform Crime Report, 2020 [Computer program]. Tallahassee, FL: FDLE, Florida Statistical Analysis Center. Report reflects data residing in the UCR database as of 1/26/2021.

**UCR Law Enforcement Officer Killed or Assaulted (LEOKA) Report Supplement**  
**Belle Isle Police Department**  
**January - December 2020**

(UNVERIFIED - SUBMITTED DATA FOR REVIEW)

Report Number	Rec Seq Nbr	Incident Type	Officer Activity	Type Assgn.	Weapon Type	Officer Wore Body Armor	Body Armor Prevent Injury	Offender Used Officer's Weapon	Officer Aware Offender Weapon	Firearm Discharge by Offender	Dist. in Feet (est.)	Firearm Discharge by Officer	Offender Injured	Extent of Injury	Time	Officer Exper in Years	Officer			Offender			
																	Age	Sex	Race	Age	Sex	Race	
NO REPORTS																							

**Uniform Crime Reports - Supplemental Homicide Report  
 Belle Isle Police Department  
 January - December 2020**

(UNVERIFIED - SUBMITTED DATA FOR REVIEW)

Report Number	Record Seq Nbr	Report Date	Victim			Offender			Situation Code	Victim Relationship	Weapon Type	Circumstance Code	Justifiable Circumstance	Justifiable Code
			Age	Sex	Race	Age	Sex	Race						
NO REPORTS														

**Uniform Crime Reports - Human Trafficking**  
**Belle Isle Police Department**  
**January - December 2020**  
**(UNVERIFIED - SUBMITTED DATA FOR REVIEW)**

Report Number	Record Seq Nbr	Incident Date	Victim				Classification	Cleared By	Offense Status	Offender										
			Age	Sex	Race	Country				State	Age	Sex	Race	Country	State					
NO REPORTS																				

# UCR Verification Packet - Belle Isle Police Department 2020A

Final Audit Report

2021-02-05

Created:	2021-02-03
By:	Ina Hawkins (inahawkins@fdle.state.fl.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAN3K2EBen0nAuCI_vuGPCtObVko55X4E

## "UCR Verification Packet - Belle Isle Police Department 2020A" History

-  Document created by Ina Hawkins (inahawkins@fdle.state.fl.us)  
2021-02-03 - 4:56:01 PM GMT- IP address: 164.51.230.20
-  Document emailed to Laura Houston (jstewart@belleislepolice.org) for signature  
2021-02-03 - 4:56:20 PM GMT
-  Email viewed by Laura Houston (jstewart@belleislepolice.org)  
2021-02-03 - 4:58:07 PM GMT- IP address: 66.249.88.163
-  Document e-signed by Laura Houston (jstewart@belleislepolice.org)  
Signature Date: 2021-02-05 - 8:02:09 PM GMT - Time Source: server- IP address: 97.68.19.242
-  Agreement completed.  
2021-02-05 - 8:02:09 PM GMT



# Belle Isle Police Department

b.

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

## Marine Stat Sheet

Date(s)	5-Jun	6-Jun	12-Jun	13-Jun	19-Jun	20-Jun	26-Jun	27-Jun		
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### Patrol Activity

Totals

Vessels Observed	25	40	40	15	50	25	12	35			242
Boat Stops	2	1	1	1	2	0	0	1			8
PWC Stops	6	7	2	1	7	4	0	11			38
Boat Citations	0	0	1	0	0	0	0	0			1
PWC Citations	6	9	3	0	7	3	0	16			44
Warnings Issued	1	1	1	2	2	1	0	4			12
Noise Ordinance NOV	0	0	0	0	0	0	0	0			0
Boat Inspections	0	0	0	0	0	0	0	0			0
Boats Towed	0	0	4	0	1	0	1	1			7
Dispatched Calls	1	2	1	1	0	0	0	0			5
Reports Written	0	0	0	0	0	0	0	0			0
Vessel Accidents	0	0	0	0	0	0	0	0			0
Ramp Checks	11	13	6	4	5	5	5	12			61
FIR's	0	0	0	0	0	0	0	0			0
Patrol Assists	0	0	0	0	2	1	0	0			3

### Arrests

Felony	0	0	0	0	0	0	0	0			0
Misdemeanor	0	0	0	0	0	0	0	0			0
BUI	0	0	0	0	0	0	0	0			0
Hours Worked											0



# 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:** July 14, 2021  
**Re:** Lake Conway Navigation Board Meeting

**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 July 13, 2021 Lake Conway Navigation Board Meeting

1. Public Comment: Sara Dilmore, 7998 Willoughby Lane, asked the Board when it might be possible to dredge the Willoughby Canal because with low water she cannot get her boat out. The Board stated that they are going through a canal sediment study at this time so they will not know until the study is completed. Ms. Urbanik stated that Ms. Dilmore could get a permit to dredge near her dock and will provide her with information on acquiring a permit.
2. Comments from the Chairman: Chair Nelson thanked everyone involved with the alum treatment on Lake Gatlin.
3. Marine Patrol Report: Orange County marine Officer Lowers gave the report. There was discussion on the number of hours that the OCSO and BIPD patrol the lake. Also, Chief Houston stated that BIPD will be providing their own report to the Board on the number of violations and no longer combining those with the OCSO report. Ms. Urbanik stated that she received an objection by Edgewood resident Alan Horn to the motion passed by the Board at the last meeting which approved an additional 200 hours for the BIPD Marine patrol; therefore it was put back on the agenda. After several minutes of discussion, a motion was passed by the Board to increase the BIPD Marine Patrol hours up to an additional 200 hours from now until December 31<sup>st</sup> and then the Board will review the number of hours in January 2022 and make a determination based on the reports provided by the OCSO and BIPD.
4. Water Elevation Report: No report was given. The chart is attached.



5. EPD Report:

- a. Lake Gatlin Alum Treatment: Ms. Urbanik showed photos of the results of the alum treatment. The Board was satisfied with the results.
- b. Canal Sediment Analysis Update: Ms. Urbanik stated that the study was ongoing.
- c. Lake Conway Stormwater Study Project Update: Ms. Urbanik asked if the City received it's reimbursement for the pet waste stations. City Manager Francis stated that they did receive the reimbursement and also the City received the \$94,020 reimbursement for the Delia Beach project. Ms. Urbanik stated that the County is looking favorably at the Wallace Field drainage project and that the City needs to send her a plan. Mr. Francis stated that he would as soon as it's ready. The Board voted to continue to support this project and also to support incorporating the Matchett drainage project to this project. Mr. Francis also stated that many of the projects in the study that are located in Belle Isle may be funded through the American Recovery Plan Act. The City and County will continue to discuss these projects when funding is available.
- d. Street Sweeping Optimization Study: Ms. Urbanik stated that members of the EPD staff did not think this study needed to be done. Board Member Evertsen said he did not want this to be a scientific study but just to see if the contractor is providing the service as stated in the contract. After discussion, the board decided to cancel the study.
- e. Lake Cleanup: Ms. Urbanik announced that a cleanup of the Lake, focusing on the cove and area around the peninsula on the north side of the middle lobe will be done on August 14<sup>th</sup> about 5:00 PM. They will be using kayaks to do the cleanup. The organization doing the cleanup is the Central Florida RECON. The City will provide parking passes to volunteers so they can park at Venetian Ramp to launch. The City will inform the residents in this area of the event.

6. Advisory Member Reports: No significant reports were rendered by Board members.

7. Non-Agenda Items: None

8. The meeting adjourned at 8:00 PM.

Attachments

- Nav Board Agenda
- Minutes of June 8, 2021 Meeting
- BIPD & OCSO Marine Report
- Lake Report (Chart)

# LAKE CONWAY WATER AND NAVIGATION CONTROL DISTRICT ADVISORY BOARD REGULAR MEETING AGENDA

July 13, 2021 at 6:30 P.M. at the Orange County Facilities Management  
Training Room, & via Webex

## PLEDGE OF ALLEGIANCE

- I. Call Meeting to Order
- II. Approval of the Minutes
- III. Public Comment
- IV. Comments of the Chairman
- V. Marine Patrol Report
  - BIPD Off-Duty Patrol Hours Increase Request
- VI. Lake Conway Water Elevation Report
- VII. Orange County EPD Report
  - Lake Gatlin Alum Treatment Update
  - Canal Sedimentation Analysis Update
  - Lake Conway Stormwater Study Project Update
  - Street Sweeping Optimization Study Scope
  - Lake Cleanup
- VIII. Advisory Board Member Report
  - Chair Dr. Elizabeth Nelson
  - Vice Chair Frances Guthrie
  - Bobby Lance
  - Micky Blackton
  - John Evertsen
- IX. Non - Agenda Items
- X. Meeting Adjourned

## WHEN SPEAKING, PLEASE GIVE YOUR NAME AND ADDRESS

Section 286.0105, Florida Statutes states that if a person decides to appeal any decision made by a board, agency, or commission with respect to any matter considered at a meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose he or 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.

In accordance with the Americans with Disabilities Act (ADA), if any person with a disability as defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding, he or she should contact the Orange County Communications Division at (407) 836-3111.

Para mayor información en español, por favor llame al (407) 836-3111.

**Lake Conway Water and Navigation Control District  
Advisory Board Regular Meeting  
June 8, 2021 at 6:30 p.m.  
Orange County Facilities Management Training Room and Webex**

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**Board Members Present:** Dr. Elizabeth Nelson<sup>2</sup> (Chair), Frances Guthrie<sup>2</sup> (Vice Chair) Bobby Lance<sup>2</sup>, Micky Blackton<sup>2</sup>, and John Evertsen<sup>2</sup>

**Board Members Absent:** None

**Staff & Guests:** Tara Urbanik<sup>2</sup>, Melissa Lavigne<sup>1</sup>, and Tim Hull<sup>1</sup>, Orange County Environmental Protection Division (EPD); Corporal Bim Lowers<sup>1</sup>, Orange County Sheriff’s Office (OCSO); City Mayor Nick Fouraker<sup>2</sup> and City Manager Bob Francis<sup>2</sup>, City of Belle Isle (City); Chief Laura Houston<sup>2</sup> and Sergeant Jeremy Millis<sup>2</sup>, Belle Isle Police Department (BIPD); David Woods<sup>1</sup>

**Residents:** Alan Horn<sup>1</sup>, Adam Branom<sup>1</sup>, Debbie Botwin<sup>1</sup>, Woody Johnson<sup>1</sup>, Rhonda Danovan<sup>2</sup>, Debra Hendry<sup>2</sup>, Randy Holihan<sup>2</sup>, Elizabeth Gibson<sup>2</sup>, Melanie Gaylord<sup>2</sup>, Cindy Lance<sup>2</sup>, Mark Klein<sup>1</sup>

<sup>1</sup> Denotes attended via Webex

<sup>2</sup> Denotes attended in-person at Facilities Management Training Room

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**I. Call to Order**

With a quorum present, Dr. Elizabeth Nelson called the meeting of the Lake Conway Water and Navigation Control District Advisory Board (Advisory Board) to order at 6:32 p.m.

**II. Approval of the May 11, 2021 Meeting Minutes**

**Upon a motion by Micky Blackton, seconded by John Evertsen, and carried with all present members voting AYE by voice vote; the Advisory Board approved the May 11, 2021 meeting minutes.**

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

Chair Dr. Nelson received three public comment requests. Anita Sacco submitted an email to Ms. Urbanik for public comment, and is in support of increasing the off-duty patrol hours to the Belle Isle Police Department (BIPD). Debra Hendry stated her concerns with jet ski safety, excess trash within the lake and the noise concern on the lake. Ms. Hendry shared a document that contained explicit song lyrics. Mark Klein stated his concern with the noise, creating a No Wake Zone, and having increased police presence at the Sandbar.

**IV. Comments of the Chair**

Chair Dr. Nelson did not have any comments.

**V. Marine Patrol Report**

Corporal Lowers presented the marine patrol report. For the month of May 2021, the following activities were reported:

- 977 vessels observed on the lake
- 111 vessel stops
- 44 vessel citations
- 57 vessel warnings
- 45 vessel inspections
- 84 ramp checks
- 1 patrol assist/back up

### **BIPD Request**

The BIPD requested an additional 200 hours of off-duty patrol to assist with addressing the outstanding safety concerns on the Conway Chain of Lakes. Discussion ensued. Mr. Lance requested that instead of the City requesting additional patrol funds each year, if the BIPD can do a study to determine what funding the City will require in the upcoming years. Mr. Evertsen agreed with Mr. Lance's sentiments. Mr. Blackton stated his comment that the OCSO has helicopters and a dive team, if there is a tragedy on the lake, the OCSO has the resources to properly address the concern, and has a concern the BIPD may be underfunded for these lake patrol purposes. Vice Chair Frances expressed her appreciation that two agencies patrol the Chain of Lakes, agrees with the funding study, and has a concern that extra money is going to patrol and public safety while there are outstanding water quality projects to be considered. Vice Chair Frances stated the millage rate should be considered while addressing all of these projects the Advisory Board reviews.

**Upon a motion by John Evertsen, seconded by Bobby Lance, and carried with four members voting AYE, and Micky Blackton voting NAY by voice vote; the Advisory Board approved increasing the BIPD off-duty patrol by 200 hours.**

### **VI. Lake Conway Water Elevation Report**

David Woods presented his water elevation report. May has been a dry month, but it is anticipated the rainy season will start soon, but these are typical trends for rainfall and water levels.

### **VII. Orange County EPD Report**

Ms. Urbanik noted that Mr. Evertsen was added to a stakeholder list for when public comment can be considered for the fertilizer ordinance update. Educational brochures were sent out to City of Edgewood and COBI to disperse to their residents. An informational fertilizer postcard will also be sent out to the taxing district.

### **Lake Gatlin Alum Treatment Update**

The second alum treatment is scheduled for June 28-30, 2021. Notification postcards will be sent out to the lakefront residents.

### **Canal Sedimentation Analysis Scope Update**

The subcontractor needed to obtain additional sampling on a couple of the canals. Once all the data is confirmed to be complete, the draft report will be ready for review.

### **Lake Conway Stormwater Study Project Update**

Ms. Urbanik shared a spreadsheet of the current and proposed water quality projects for Lake Conway.

1. Underground up-flow filter at East Wallace Street: This project will be discussed with Orange County Public Works to determine if there are proposed improvements in this area.
2. Baffle box at Barby Lane: Mr. Francis is working with Harris Engineering to determine location for the proposed structure.
3. Delia Beach stormwater improvements: The cost share approval request is being processed.
4. Pet waste stations at City lakefront parks: The cost share approval request is being processed.

### **Street Sweeping Optimization Study Scope**

EPD has requested a scope for this request.

### **Lake Cleanup**

Central Florida RECON is proposing a lake cleanup in the cove south of Hoffner Road. This cleanup is planned for August 2021. The BIPD is interested in coordinating their efforts with this event.

## **VIII. Advisory Board Member Report**

- Chair Dr. Elizabeth Nelson: No comments.
- Vice Chair Frances Guthrie: There were items noted in public comment that were not addressed. The notification for in-lake parties was discussed.
- Bobby Lance: Mr. Lance questioned, and the attendees discussed, where individuals can physically walk, and where vessels can enter and anchor on sovereign land, within a riparian lakefront private residence area.
- Micky Blackton: No comments.
- John Evertsen: Mr. Evertsen asked if the marine patrol report can be included as part of the official meeting minutes. Ms. Urbanik stated the report can be included in the County Calendar website. Mr. Evertsen requested having a presentation for vegetation bio-base mapping at an upcoming advisory board meeting.

## **IX. Non-Agenda Items**

No additional questions or comments were noted in the Webex chat during the request for Non-Agenda Items.

Discussion provided from chat feature in Webex meeting:

- From Tara Urbanik to everyone: Alan, can you hear us?
- From Alan to everyone: Yes.
- From Alan to everyone: I just don't have a microphone.
- From Alan to everyone: Yes.
- From Alan to everyone: Very clear.
- From Alan to everyone: I didn't realize we were back to in person. Hopefully I'll see you all next month.
- From Tara Urbanik to everyone: Yes, this is the first month back in person, and we're trying a blended meeting.
- From Alan to everyone: Please mute your audio.
- From Adam Branom (privately): Hi Tara. Can you mute call-in user\_3?
- From Tara Urbanik to everyone: Are there any other public comments?
- From Adam Branom (privately): Ben is trying to talk (user 2).
- From Alan to everyone: Ben is trying to talk.
- From Adam Branom (privately): User 3 has a TV going in the background.
- From Alan to everyone: I can hear Ben.
- From Alan to everyone: Yes.
- From Alan to everyone: We can hear you Tara. I can hear the other webex viewers.
- From Alan to everyone: You should offer public comment on any vote.
- From Alan to everyone: You should open to public comment on any vote, especially related to tax payer expenditures.
- From Tara Urbanik to everyone: Alan, the Nav Board follows Robert's Rules of Order, and we are in the middle of an active motion, with the Advisory Board providing their comments. The Chair may call on an individual, or they may wait until non-agenda to speak.
- From Alan (privately): Was that potential vote regarding additional MSTU funding being directed to BIPD advertised on the agenda? If not, I request that the vote be properly noticed and on the agenda for next meeting or a subsequent meeting.
- From Alan (privately): Please see my email. I am not stating my opinion for or against the vote. I am stating that public comment regarding reallocation of funds should be open to public comment if not on the agenda.

**X. Meeting Adjourned**

Chair Dr. Nelson adjourned the meeting at 7:23 p.m.

\_\_\_\_\_  
Elizabeth Nelson, Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Minutes prepared by Tara Urbanik

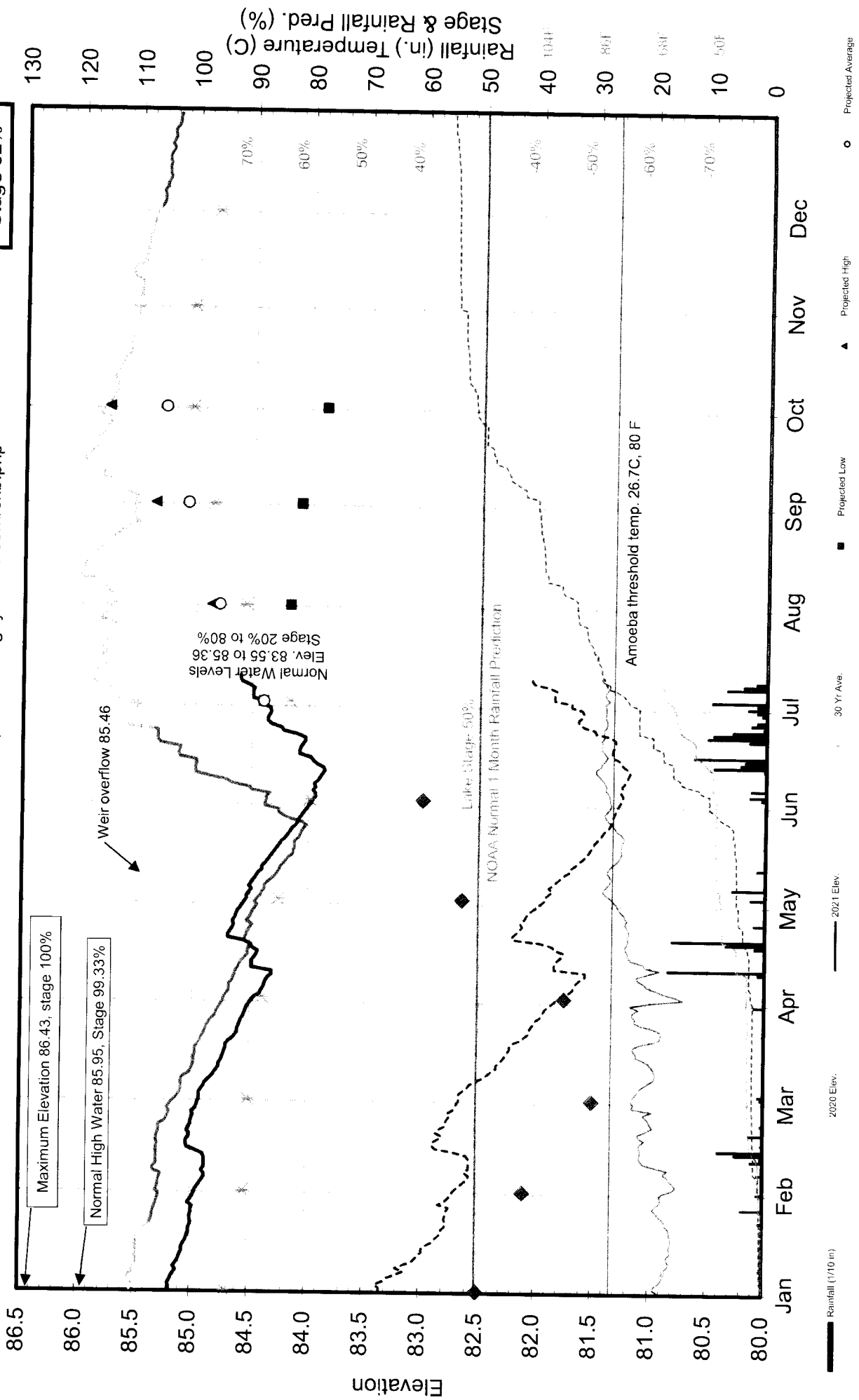
\_\_\_\_\_  
Date

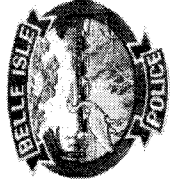
Datum based on Hoffner Bridge  
Gauge, OCBM L-1058-006

# Lake Conway 2021 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>

6/30/21  
Elev 84.34  
Stage 32%





# Lake Conway Marine Patrol Report

## Orange County Sheriff's Office & Belle Isle Police Department

Jun-21

	5	6	6	12	12	13	13	18	19	19	20	20	24	26	27	27	28	30			Total	18
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### Arrests

Felony																						0
Misdemeanor																						0
Warrant Arrests																						0

### Productivity

Field Intelligence Reports																						0
Dispatched Calls for Service			2		1																	4
Reports Written																						0
Vessel Accidents																						0
Vessels Observed on Lake	75	75	40	60	40	60	15	12	80	50	75	25	11	16	60	35	A	A				729
Vessel Stops	7	7	6	6	1	9	2	3	8	3	6	1	1	2	9	4	T	T				75
Citations Issued	2	1	5	2	1	2			1	1	2	1			2	6	M	M				26
Warnings Issued	5	4		6		4	2	2	6	1	8			2	4	2	E	E				46
Vessel Inspections	1	2		2		9		2	2		2				9		N	N				29
Ramp Checks	4	4	6			13	4	2	4	1	4	1	1		13	5	T	T				61
Patrol Assists/Back-Ups									1	1												1

Hours Worked	8	9	10	10	10	10	8	10	4	10	10	10	2	10	8	8	4.5	5.5				147
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**Comments:** Nothing significant to report  
 June 28 and 30 assisted with Alum Treatment in Lake Gatlin





# Orange County Fire Rescue Unit Activity in Belle Isle for June 2021

b.

<b>BELLE ISLE INCIDENT TOTAL</b>	<b>75</b>
<b>Total OCFR Units Used</b>	<b>165</b>
<b>Total OCFR Transports</b>	<b>41</b>

	EMS	Fire Service	Vehicle Accident
<b>Total</b>	54	9	12

Alarm #	Units	Date	Total Time	Call Type	Sta	Jurisdiction	Transport	REP DIST	LOCATION
<b>OF210055859</b>									
	E72	6/1/21	0:14:00	EMDE	72	Belle Isle		72733B	5058 CONWAY RD, BI
	R72	6/1/21	1:07:32	EMDE	72	Belle Isle	YES	72733B	5058 CONWAY RD, BI
<b>OF210056413</b>									
	E70	6/2/21	0:23:29	EMDC	72	Belle Isle		72734B	5002 BELLEVILLE AV, BI
	R71	6/2/21	1:19:43	EMDC	72	Belle Isle	YES	72734B	5002 BELLEVILLE AV, BI
<b>OF210056613</b>									
	E70	6/3/21	0:15:36	EMDC	72	Belle Isle		72734B	2815 MONTMART DR, BI
	R70	6/3/21	1:07:31	EMDC	72	Belle Isle	YES	72734B	2815 MONTMART DR, BI
<b>OF210057079</b>									
	E72	6/4/21	0:26:58	EMDB	72	Belle Isle		72732B	5724 COVE DR, BI
	R70	6/4/21	1:16:05	EMDB	72	Belle Isle	YES	72732B	5724 COVE DR, BI
<b>OF210057209</b>									
	E70	6/4/21	0:05:54	AA	70	Belle Isle		70735B	1711 HOFFNER AV, BI
	R70	6/4/21	0:10:00	AA	70	Belle Isle		70735B	1711 HOFFNER AV, BI
<b>OF210057242</b>									
	E70	6/4/21	0:08:41	EMDA	73	Belle Isle		73777B	1934 MCCOY RD, BI
	R73	6/4/21	1:07:40	EMDA	73	Belle Isle	YES	73777B	1934 MCCOY RD, BI
<b>OF210057391</b>									
	E70	6/5/21	0:26:31	EMDC	70	Belle Isle		70773B	1702 SWANN AV, BI
	R70	6/5/21	1:06:54	EMDC	70	Belle Isle	YES	70773B	1702 SWANN AV, BI
<b>OF210057515</b>									
	E72	6/5/21	0:06:50	AA	72	Belle Isle		72733B	HOFFNER AV/CONWAY RD
	R71	6/5/21	0:04:52	AA	72	Belle Isle		72733B	HOFFNER AV/CONWAY RD
<b>OF210057710</b>									
	E73	6/6/21	0:06:54	EMDD	73	Belle Isle		73777B	2601 MCCOY RD, BI
	R70	6/6/21	0:02:51	EMDD	73	Belle Isle		73777B	2601 MCCOY RD, BI
	R73	6/6/21	0:04:32	EMDD	73	Belle Isle		73777B	2601 MCCOY RD, BI
<b>OF210057754</b>									
	E72	6/6/21	0:33:18	EMDB	72	Belle Isle		72733B	5024 ST GERMAIN AV, BI
	R72	6/6/21	0:34:46	EMDB	72	Belle Isle		72733B	5024 ST GERMAIN AV, BI
<b>OF210058009</b>									
	E72	6/6/21	0:26:59	EMDD	73	Belle Isle		73777B	3665 BRIGHTON PARK CIR
	R73	6/6/21	1:02:24	EMDD	73	Belle Isle	YES	73777B	3665 BRIGHTON PARK CIR
<b>OF210058068</b>									
	E70	6/7/21	0:25:27	EMDD	70	Belle Isle		70773B	1810 SWANN AV, BI
	R70	6/7/21	0:23:16	EMDD	70	Belle Isle		70773B	1810 SWANN AV, BI

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>
<b>OF210058091</b>									
	E70	6/7/21	0:02:39	EMDA	70	Belle Isle		70769B	2315 TRACE AV, BI
	R70	6/7/21	0:26:40	EMDA	70	Belle Isle		70769B	2315 TRACE AV, BI
<b>OF210058192</b>									
	E73	6/7/21	0:13:17	EMDD	73	Belle Isle		73777B	1936 MCCOY RD, BI
	M5	6/7/21	0:02:26	EMDD	73	Belle Isle		73777B	1936 MCCOY RD, BI
	R70	6/7/21	0:13:02	EMDD	73	Belle Isle		73777B	1936 MCCOY RD, BI
<b>OF210058214</b>									
	E70	6/7/21	0:10:08	EMDD	70	Belle Isle		70773B	1875 MCCOY RD, BI
	R70	6/7/21	0:47:38	EMDD	70	Belle Isle	YES	70773B	1875 MCCOY RD, BI
<b>OF210058283</b>									
	E73	6/7/21	0:10:12	EMDD	73	Belle Isle		73777B	2904 FLOWERTREE RD, BI
	R70	6/7/21	0:10:35	EMDD	73	Belle Isle		73777B	2904 FLOWERTREE RD, BI
<b>OF210058325</b>									
	E73	6/7/21	0:26:07	EMDD	73	Belle Isle		73777B	2323 MCCOY RD, BI
	R73	6/7/21	1:00:55	EMDD	73	Belle Isle	YES	73777B	2323 MCCOY RD, BI
<b>OF210058352</b>									
	E72	6/7/21	0:19:11	EMDA	72	Belle Isle		72733B	5130 CONWAY RD, BI
	M1	6/7/21	1:01:41	EMDA	72	Belle Isle	YES	72733B	5130 CONWAY RD, BI
<b>OF210058370</b>									
	E70	6/7/21	0:10:16	AA	70	Belle Isle		70736B	S ORANGE AV/E OAK RIDG
	R70	6/7/21	0:10:53	AA	70	Belle Isle		70736B	S ORANGE AV/E OAK RIDG
<b>OF210058705</b>									
	E73	6/8/21	0:13:53	AA	70	Belle Isle		70773B	MCCOY RD/LINDOS ST
	R73	6/8/21	0:12:54	AA	70	Belle Isle		70773B	MCCOY RD/LINDOS ST
<b>OF210058790</b>									
	E71	6/8/21	0:24:25	AMA	72	Belle Isle		72733B	3712 PONCEAU ST, BI
	R70	6/8/21	1:00:54	AMA	72	Belle Isle		72733B	3712 PONCEAU ST, BI
<b>OF210058983</b>									
	E72	6/9/21	0:22:38	EMDD	72	Belle Isle		72734B	4915 LOUVRE AV, BI
	R72	6/9/21	1:32:16	EMDD	72	Belle Isle	YES	72734B	4915 LOUVRE AV, BI
<b>OF210059012</b>									
	E72	6/9/21	0:23:36	PA	72	Belle Isle		72732B	4218 ARAJO CT, BI
	R71	6/9/21	0:22:27	PA	72	Belle Isle		72732B	4218 ARAJO CT, BI
<b>OF210059183</b>									
	E72	6/9/21	0:29:34	EMDB	72	Belle Isle		72732B	4218 ARAJO CT, BI
	R72	6/9/21	1:20:05	EMDB	72	Belle Isle	YES	72732B	4218 ARAJO CT, BI
<b>OF210059350</b>									
	E70	6/10/21	0:04:48	AFA	70	Belle Isle		70736B	906 WALTHAM AV, BI
<b>OF210059383</b>									
	B3	6/10/21	0:05:36	BLD	73	Belle Isle		73777B	7900 DAETWYLER DR, BI
	B4	6/10/21	0:11:55	BLD	73	Belle Isle		73777B	7900 DAETWYLER DR, BI
	CPT4	6/10/21	0:06:06	BLD	73	Belle Isle		73777B	7900 DAETWYLER DR, BI
	E70	6/10/21	0:15:28	BLD	73	Belle Isle		73777B	7900 DAETWYLER DR, BI
	E71	6/10/21	0:05:35	BLD	73	Belle Isle		73777B	7900 DAETWYLER DR, BI
	E72	6/10/21	0:05:49	BLD	73	Belle Isle		73777B	7900 DAETWYLER DR, BI
	R51	6/10/21	0:05:41	BLD	73	Belle Isle		73777B	7900 DAETWYLER DR, BI
	R70	6/10/21	0:05:42	BLD	73	Belle Isle		73777B	7900 DAETWYLER DR, BI
	SQ1	6/10/21	0:06:18	BLD	73	Belle Isle		73777B	7900 DAETWYLER DR, BI
	TR51	6/10/21	0:09:07	BLD	73	Belle Isle		73777B	7900 DAETWYLER DR, BI
<b>OF210059411</b>									
	E72	6/10/21	0:14:49	EMDB	72	Belle Isle		72733B	5024 ST GERMAIN AV, BI
	R72	6/10/21	0:14:52	EMDB	72	Belle Isle		72733B	5024 ST GERMAIN AV, BI
<b>OF210059444</b>									

50

b.

Alarm #	Units	Date	Total Time	Call Type	Sta	Jurisdiction	Transport	REP DIST	LOCATION
	E70	6/10/21	0:25:01	EMDB	70	Belle Isle		70735B	1647 CONWAY ISLE CIR, BI
	M5	6/10/21	1:17:17	EMDB	70	Belle Isle	YES	70735B	1647 CONWAY ISLE CIR, BI
<b>OF210059466</b>									
	B3	6/10/21	0:13:07	BLD	73	Belle Isle		73777B	2300 JETPORT DR, BI
	B4	6/10/21	0:55:20	BLD	73	Belle Isle		73777B	2300 JETPORT DR, BI
	CPT3	6/10/21	0:54:06	BLD	73	Belle Isle		73777B	2300 JETPORT DR, BI
	E53	6/10/21	0:35:41	BLD	73	Belle Isle		73777B	2300 JETPORT DR, BI
	E70	6/10/21	0:36:51	BLD	73	Belle Isle		73777B	2300 JETPORT DR, BI
	E73	6/10/21	0:55:37	BLD	73	Belle Isle		73777B	2300 JETPORT DR, BI
	R54	6/10/21	0:45:49	BLD	73	Belle Isle		73777B	2300 JETPORT DR, BI
	R73	6/10/21	0:52:51	BLD	73	Belle Isle		73777B	2300 JETPORT DR, BI
	SQ1	6/10/21	0:55:47	BLD	73	Belle Isle		73777B	2300 JETPORT DR, BI
	TR51	6/10/21	0:54:49	BLD	73	Belle Isle		73777B	2300 JETPORT DR, BI
<b>OF210059682</b>									
	R72	6/11/21	0:18:22	EMDB	72	Belle Isle		72733B	5380 CHISWICK CIR, BI
<b>OF210059685</b>									
	E70	6/11/21	0:14:36	EMDA	70	Belle Isle		70737B	1411 SWANN AV, BI
	R70	6/11/21	1:20:33	EMDA	70	Belle Isle	YES	70737B	1411 SWANN AV, BI
<b>OF210060186</b>									
	E70	6/12/21	0:28:13	EMDD	70	Belle Isle		70736B	5820 WOODBINE DR, BI
	M5	6/12/21	1:30:34	EMDD	70	Belle Isle	YES	70736B	5820 WOODBINE DR, BI
<b>OF210060344</b>									
	E71	6/12/21	0:34:11	ELECK	72	Belle Isle		72733B	3532 CULLEN LAKE SHORE
<b>OF210060462</b>									
	E72	6/12/21	0:30:27	EMDC	72	Belle Isle		72733B	5373 JADE CIR, BI
	R72	6/12/21	1:38:44	EMDC	72	Belle Isle	YES	72733B	5373 JADE CIR, BI
<b>OF210061215</b>									
	E70	6/14/21	0:03:55	EMDD	73	Belle Isle		73777B	1934 MCCOY RD, BI
	E73	6/14/21	0:03:06	EMDD	73	Belle Isle		73777B	1934 MCCOY RD, BI
	R70	6/14/21	0:07:26	EMDD	73	Belle Isle		73777B	1934 MCCOY RD, BI
<b>OF210061358</b>									
	E70	6/15/21	0:15:42	EMDD	70	Belle Isle		70736B	6101 S ORANGE AV, BI
	R70	6/15/21	0:52:35	EMDD	70	Belle Isle	YES	70736B	6101 S ORANGE AV, BI
<b>OF210061438</b>									
	E70	6/15/21	0:18:18	AA	70	Belle Isle		70736B	S ORANGE AV/FAIRLANE A'
	R51	6/15/21	0:58:05	AA	70	Belle Isle	YES	70736B	S ORANGE AV/FAIRLANE A'
<b>OF210061536</b>									
	E72	6/15/21	0:12:33	EMDB	72	Belle Isle		72732B	4202 PLAYA CT, BI
	R72	6/15/21	0:12:48	EMDB	72	Belle Isle		72732B	4202 PLAYA CT, BI
<b>OF210061610</b>									
	E72	6/15/21	0:14:52	EMDD	72	Belle Isle		72733B	5013 MONET AV, BI
	R72	6/15/21	0:15:09	EMDD	72	Belle Isle		72733B	5013 MONET AV, BI
<b>OF210061878</b>									
	E72	6/16/21	0:08:48	OUTSDFR	72	Belle Isle		72733B	5126 ST GERMAIN AV, BI
<b>OF210061933</b>									
	E72	6/16/21	0:20:38	AA	72	Belle Isle		72733B	CONWAY RD/HOFFNER AV
	R72	6/16/21	0:16:21	AA	72	Belle Isle		72733B	CONWAY RD/HOFFNER AV
<b>OF210061952</b>									
	E70	6/16/21	0:17:10	EMDD	73	Belle Isle		73777B	MCCOY RD/VIA FLORA
	R73	6/16/21	0:58:44	EMDD	73	Belle Isle	YES	73777B	MCCOY RD/VIA FLORA
<b>OF210062068</b>									
	E70	6/17/21	0:23:30	EMDD	72	Belle Isle		72732B	6624 ST PARTIN PL, BI
	R70	6/17/21	1:00:45	EMDD	72	Belle Isle	YES	72732B	6624 ST PARTIN PL, BI
<b>OF210062080</b>									

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>
	E73	6/17/21	0:22:12	EMDD	73	Belle Isle		73777B	2601 MCCOY RD, BI
	R73	6/17/21	1:02:07	EMDD	73	Belle Isle	YES	73777B	2601 MCCOY RD, BI
	TR51	6/17/21	0:00:55	EMDD	73	Belle Isle		73777B	2601 MCCOY RD, BI
<b>OF210062135</b>									
	E70	6/17/21	0:20:44	EMDC	72	Belle Isle		72732B	6532 THE LANDINGS DR, B
	R70	6/17/21	1:04:14	EMDC	72	Belle Isle	YES	72732B	6532 THE LANDINGS DR, B
<b>OF210062138</b>									
	E72	6/17/21	0:18:56	EMDD	72	Belle Isle		72732B	4122 PLAYA CT, BI
	R71	6/17/21	1:11:31	EMDD	72	Belle Isle	YES	72732B	4122 PLAYA CT, BI
	TR51	6/17/21	0:04:17	EMDD	72	Belle Isle		72732B	4122 PLAYA CT, BI
<b>OF210062357</b>									
	E72	6/17/21	0:06:26	AMA	72	Belle Isle		72733B	3712 PONCEAU ST, BI
	R70	6/17/21	0:07:09	AMA	72	Belle Isle		72733B	3712 PONCEAU ST, BI
<b>OF210062733</b>									
	E72	6/18/21	0:29:22	AA	72	Belle Isle		72733B	HOFFNER AV/CONWAY RD
	R72	6/18/21	0:29:57	AA	72	Belle Isle		72733B	HOFFNER AV/CONWAY RD
<b>OF210062910</b>									
	E70	6/19/21	0:04:04	EMDD	72	Belle Isle		72733B	4416 HOFFNER AV, BI
	E72	6/19/21	0:13:14	EMDD	72	Belle Isle		72733B	4416 HOFFNER AV, BI
	R72	6/19/21	0:42:04	EMDD	72	Belle Isle	YES	72733B	4416 HOFFNER AV, BI
<b>OF210063350</b>									
	E70	6/20/21	0:15:25	EMDA	70	Belle Isle		70773B	1765 PAM CIR, BI
	R70	6/20/21	0:48:02	EMDA	70	Belle Isle	YES	70773B	1765 PAM CIR, BI
<b>OF210063510</b>									
	E70	6/20/21	0:36:20	AFA	73	Belle Isle		73777B	1934 MCCOY RD, BI
<b>OF210063678</b>									
	E73	6/21/21	0:22:56	EMDA	70	Belle Isle		70769B	2225 HOMEWOOD DR, BI
	R51	6/21/21	1:02:34	EMDA	70	Belle Isle	YES	70769B	2225 HOMEWOOD DR, BI
<b>OF210063770</b>									
	E72	6/21/21	0:15:05	EMDD	72	Belle Isle		72733B	3712 PONCEAU ST, BI
	R72	6/21/21	0:53:02	EMDD	72	Belle Isle	YES	72733B	3712 PONCEAU ST, BI
<b>OF210063903</b>									
	E70	6/21/21	0:02:21	EMDD	72	Belle Isle		72733B	5013 MONET AV, BI
	E72	6/21/21	0:13:44	EMDD	72	Belle Isle		72733B	5013 MONET AV, BI
	R72	6/21/21	0:52:22	EMDD	72	Belle Isle	YES	72733B	5013 MONET AV, BI
<b>OF210064083</b>									
	E70	6/22/21	0:15:17	EMDC	70	Belle Isle		70773B	1701 PERKINS RD, BI
	R70	6/22/21	0:44:42	EMDC	70	Belle Isle	YES	70773B	1701 PERKINS RD, BI
<b>OF210064212</b>									
	E72	6/22/21	0:22:34	PA	72	Belle Isle		72733B	3514 ST MORITZ ST, BI
	R73	6/22/21	0:05:10	PA	72	Belle Isle		72733B	3514 ST MORITZ ST, BI
<b>OF210064405</b>									
	E70	6/22/21	0:09:55	AA	73	Belle Isle		73777B	3255 MCCOY RD, BI
	R73	6/22/21	1:07:31	AA	73	Belle Isle	YES	73777B	3255 MCCOY RD, BI
<b>OF210064920</b>									
	E72	6/24/21	0:04:37	TREEDWN	72	Belle Isle		72733B	HOFFNER AV/CONWAY RD
<b>OF210065060</b>									
	E70	6/24/21	0:28:12	EMDD	70	Belle Isle		70769B	7015 BARBY LN, BI
	R70	6/24/21	1:01:25	EMDD	70	Belle Isle	YES	70769B	7015 BARBY LN, BI
<b>OF210065182</b>									
	E73	6/24/21	0:02:25	EMDA	73	Belle Isle		73777B	1934 MCCOY RD, BI
	R73	6/24/21	0:02:21	EMDA	73	Belle Isle		73777B	1934 MCCOY RD, BI
<b>OF210065214</b>									
	E72	6/24/21	0:31:59	EMDD	72	Belle Isle		72732B	4107 BELL TOWER CT, B

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b.

Alarm #	Units	Date	Total Time	Call Type	Sta	Jurisdiction	Transport	REP DIST	LOCATION
	R70	6/24/21	1:10:02	EMDD	72	Belle Isle	YES	72732B	4107 BELL TOWER CT, BI
<b>OF210065261</b>	E70	6/24/21	0:21:14	OUTSDFR	70	Belle Isle		70736B	HANSEL AV/WILKS AV
<b>OF210065388</b>	E70	6/25/21	0:14:14	EMDD	70	Belle Isle		70736B	6101 S ORANGE AV, BI
	R70	6/25/21	0:49:09	EMDD	70	Belle Isle	YES	70736B	6101 S ORANGE AV, BI
<b>OF210065812</b>	E72	6/26/21	0:19:13	EMDB	72	Belle Isle		72733B	3619 ROTHBURY DR, BI
	R72	6/26/21	1:09:06	EMDB	72	Belle Isle	YES	72733B	3619 ROTHBURY DR, BI
<b>OF210065866</b>	E70	6/26/21	0:10:53	AA	70	Belle Isle		70736B	S ORANGE AV/E WALLACE
	R70	6/26/21	0:08:47	AA	70	Belle Isle		70736B	S ORANGE AV/E WALLACE
<b>OF210066118</b>	E70	6/27/21	0:17:44	AA	70	Belle Isle		70736B	S ORANGE AV/E OAK RIDG
	R70	6/27/21	0:42:02	AA	70	Belle Isle	YES	70736B	S ORANGE AV/E OAK RIDG
<b>OF210066153</b>	E70	6/27/21	0:18:39	EMDA	70	Belle Isle		70773B	1607 PERKINS RD, BI
	R70	6/27/21	0:52:15	EMDA	70	Belle Isle	YES	70773B	1607 PERKINS RD, BI
<b>OF210066166</b>	E70	6/27/21	0:19:59	EMDD	70	Belle Isle		70773B	1612 DEWAYNE DR, BI
	R73	6/27/21	0:52:28	EMDD	70	Belle Isle	YES	70773B	1612 DEWAYNE DR, BI
<b>OF210066306</b>	E70	6/27/21	1:02:14	AA	70	Belle Isle		70735B	HOFFNER AV/PLEASURE IS
	R70	6/27/21	0:19:15	AA	70	Belle Isle		70735B	HOFFNER AV/PLEASURE IS
<b>OF210066849</b>	R73	6/29/21	1:06:36	EMDC	73	Belle Isle	YES	73777B	3014 TRENTWOOD BLVD, E
<b>OF210067024</b>	R72	6/29/21	1:35:54	EMDC	72	Belle Isle	YES	72733B	5013 MONET AV, BI
<b>OF210067086</b>	E72	6/29/21	0:17:35	AA	72	Belle Isle		72732B	DAETWYLER DR/JUDGE RI
	R70	6/29/21	1:03:34	AA	72	Belle Isle	YES	72732B	DAETWYLER DR/JUDGE RI
<b>OF210067149</b>	E72	6/29/21	0:01:32	EMDA	72	Belle Isle		72733B	3619 ROTHBURY DR, BI
	R72	6/29/21	1:18:27	EMDA	72	Belle Isle	YES	72733B	3619 ROTHBURY DR, BI
<b>OF210067408</b>	E72	6/30/21	0:10:24	AFA	72	Belle Isle		72733B	5066 CONWAY RD, BI
<b>OF210067452</b>	E72	6/30/21	0:04:51	PAM2	72	Belle Isle		72733B	4413 HOFFNER AV, BI
	R70	6/30/21	0:04:51	PAM2	72	Belle Isle		72733B	4413 HOFFNER AV, BI

**SERVICE AREA INCIDENT TOTAL 75**

**Total OCFR Units Used 165**

**Total OCFR Transports 41**

	EMS	Fire Service	Vehicle Accident
<b>Total</b>	54	9	12



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

**Meeting Date:** July 20, 2021

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

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

**Subject:** Banking Services

**Background:** It has come to the attention of the Council that the bank that the City currently uses, South State (formerly Center State), only verifies one of those signatures not both. At the June 15 Council Meeting, District 5 Commissioner Miller wants the City to find a bank that will verify both signatures by having the staff draft and advertise a Request for Proposal for banking services. Action on this request was tabled by the Council to a future meeting.

As part of their fiduciary responsibility, City Commissioners are required to review approved invoices and sign checks for payment of the invoices. The City’s policy is that every check is required to have the signatures of two elected officials. Each time there is a new elected official, the City is required to have new signature cards on file with the bank.

The City staff is responsible to review all signed checks for dual signatures prior to being disbursed. There has not been a problem in the past with signatures on checks and as long as our internal procedures are being followed and checked. There is little chance that fraud would occur by the bank verifying only one signature or an elected official going to the bank to purposely commit fraud by writing a counter check.

There are very few banks that perform dual signature verification and if they perform this function, then it may be an extra charge.

**Staff Recommendation:** Continue to use the current bank.

**Suggested Motion:** If the Council wants to have the staff draft an RFP for banking services, then the motion may be: **I move that we direct the staff to draft an RFP for Council review for banking services with specific language to address the verification of both signatures on City checks.**

**Alternatives:** Do not issue the RFP and continue with the current banking services.

**Fiscal Impact:** TBD

**Attachments:** Articles on Dual Signatures

# Dual Signatures

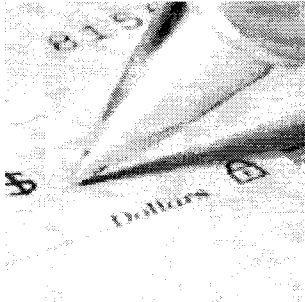
[otcpas.com/advisor-blog/dual-signatures/](http://otcpas.com/advisor-blog/dual-signatures/)

Joann Eischens, CPA

June 20, 2015

*Are Dual Signatures a good internal control requirement?*

**Yes.** An important internal control related to cash disbursements can include requiring two authorized signatures on all company checks generally over a specific amount that has been set by management or the board directors. By requiring two signatures, the company is verifying that both signers agree that the payment is proper and reasonable. The requirement of two signatures reduces the likelihood that one will write improper checks to themselves or writing checks to a fictitious company.



*Are banks looking at your checks to verify that the dual signatures are on the checks?*

**No.** Many companies are under the assumption that banks will be reviewing the checks and verifying that checks have two signatures, as required by the company. Banks are not looking for dual signatures—they process certain information from the check including verifying that there is an allowed signature but will not be looking past the first signature. Banks consider dual signatures to be an internal arrangement within the company between those authorized to sign checks and do not want the liability for verifying two signatures.

*Should dual signatures still be required if the banks are not checking for dual signatures?*

**Yes.** Continue to require dual signatures but know that it is your responsibility to verify that the internal control steps you have in place are working. There are several ways do this: the person who mails the checks can verify that two signatures are on the checks or the person doing the bank reconciliation can review the canceled checks or go on-line to verify that the dual signatures were done as required.

# YOUR CHECK-SIGNING POLICY: EFFICIENCY VERSUS RISK

By Bart Beauchamp



**W**hen your association formulates or reviews its accounting policies, one matter that should be routinely visited is the check-signing requirement. Should your group have a dual signature policy? Some factors that may sway your decision are the

size and type of your association, its operating budget, the number of service or product lines it offers and the experience level of your staff.

**A Bank's Obligations.** Many organizations require that two designated people sign checks, often times only for checks over a certain dollar amount. However, your association must ensure that this process is being followed because banks do not scrutinize signatures on checks and won't be held responsible for checks that clear without two signatures. For all accounts opened at a bank, a signature card is required. Banks rely upon signature cards for information on the nature of the organization or entity and the proper authority of those with signing capability. Your association, upon completing the signature card, is guaranteeing the truth of representation about your group and the way it intends to maintain that particular bank account, the genuineness of each signer on the account and that your association has read the depositor's agreement.

Most depositor agreements from banking institutions will state that when the bank takes an item for processing by automated means, it will not examine each item. A signature card will be obtained to verify signatures on a check only in cases when the check is presented at a branch location by a non-customer. If a check has two signature lines, the teller will also ascertain whether two signatures are required. If this is a service that is vital to your association, the bank's treasury or cash management department can provide services (such as positive pay) wherein checks clearing the bank will be scrutinized more thoroughly—but be prepared to pay additionally for these services.

**Making the Choice: Efficiency Weighed Against Risk.** When considering a one-signature or dual-signature policy, as in most business situations, it comes down to efficiency versus risk. The persons charged with the fiduciary responsibility of your group's fiscal

well-being should contemplate this policy as deeply as any other accounting policy, weighing the benefits and faults of both check options.

The benefit of a one-signature requirement is efficiency; that is, decisions of payment are more prompt than in a dual-signature scenario. Bills may be paid expeditiously, which may be one possible way of gaining vendor discounts. The accounting staff member responsible for obtaining signatures need only track down or schedule one busy executive; with only one signer, that staff member can more quickly accomplish the task and move on to other duties.

There are a few risks of a one-signature policy: The chance of missing an error increases if only one set of eyes is reviewing the check; also, the chance of fraud increases dramatically. Dual-signature policies are usually instituted as a safety measure. But requiring dual signatures on every check may not be necessary. Imagine having to find two signers for a check that's needed immediately for something vital to your association's operation—and not having the availability of one of the signers. Also, if the second signer is not located on site, an employee may have to deliver the checks to the signer's location, which creates issues of security, extra costs and wasted time.

**So which policy is correct?** I recommend a blended policy. Require one signature for day-to-day expenses that are consistent in amount and timing. This will allow your association to run effectively. Then, require dual signatures for significant expenses. The amount that is considered significant will vary by organization and is usually based on materiality to the operating budget; for instance, for groups that operate on a \$5 million budget, two signatures may be required on every check written for more than \$10,000, possibly preventing losses due to error or fraud. This combination method can offer your association a satisfactory blend of both worlds: the efficiency of the single signature and the loss prevention of the dual signature. ■

*Bart Beauchamp works with small to mid-size businesses on their tax and accounting needs. His background also includes working in banking, most recently as a commercial lender, and serving in the position of auditor and controller for several organizations. He can be reached at bartbeauchamp@yahoo.com.*



## Dual-Signature Checking Accounts

Small businesses, non-profit charities, partnerships, co-executors and co-trustees sometimes use dual-signature checking accounts as an internal accounting control procedure. If not implemented carefully, these accounts can make banks liable when the customer’s personnel fail to comply with the customer’s internal dual authorization requirement. For this reason, some banks simply refuse to open dual-signature accounts, which frustrates customers and bankers alike. There are several ways banks accommodate these customers’ needs without undue risk.

### Modern-Day Check Processing and the UCC

To understand the issues involved requires a basic understanding of modern-day check processing and applicable sections of the Uniform Commercial Code (UCC). Until about forty years ago, banks manually verified all check signatures against account signature cards where requirements for multiple signatures were noted. As the number of checks increased and customers demanded faster transactions, check processing became automated. Today, automated systems process hundreds of checks per minute. It is not feasible to verify signatures on all these checks. Nor is signature verification an effective fraud prevention method because people’s signatures change over time and high resolution scanning technology makes forging signatures easy and undetectable. Today, most banks use risk management programs and fraud filters to identify fraudulent checks, and only suspect checks are manually inspected.

Acknowledging industrywide acceptance of automated check processing, the UCC was revised to provide that “ordinary care” and “reasonable commercial practices” for banks processing checks by automated means do not require manual examination of checks if the bank follows prescribed procedures and does not vary unreasonably from general banking practices.<sup>1</sup> Accordingly, a bank that pays a dual-signature check with only one signature because the bank’s automated check processing system did not verify there were two signatures likely will not be liable to the customer for negligence for failure to exercise ordinary care or reasonable commercial practices.

However, the UCC also provides that a bank may only charge the account of a customer for checks that are “properly payable,” and that a check is properly payable if it is “authorized by the customer” and is in accordance with an agreement between the customer and bank.<sup>2</sup> The UCC further provides that, “[i]f the signature of more than one person is required to constitute the authorized signature of an organization, the signature of the organization is unauthorized if one of the required signatures is lacking.”<sup>3</sup> While not necessarily negligent, a bank that pays a dual-signature check with only one signature is strictly liable for re-crediting the customer’s account because the check is treated as having an “unauthorized signature” and is not “properly payable” and cannot be charged against the customer’s account.

### Product Options

There are several ways banks mitigate the risks associated with multiple signature checks. One way is by not offering dual-signature accounts, which may cost the bank some business. Another solution is offering a dual-signature checking account as a special product with procedures to manually inspect all checks written on the account. Additional fees are often charged to compensate for the manual processing and increased liability risk.

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<sup>1</sup> UCC § 3-103.

<sup>2</sup> UCC § 4-401.

<sup>3</sup> UCC § 3-403.

Other banks offer dual-signature accounts where the account contract clearly indicates that payment is authorized by a single signature, but that the face of the customer’s checks will have two signature lines to accommodate the customer’s internal dual-authorization procedures. According to one UCC expert, “[t]his type of provision should be enforceable under the freedom-of-contract principle codified in UCC § 4-103(a),”<sup>4</sup> which provides that the effect of the UCC provisions discussed above “may be varied by agreement” as long as the agreement does not limit a bank’s responsibilities to act in good faith and exercise ordinary care. This type of agreement varies the effect of the UCC provisions discussed above such that a two-signature check signed by one person will be “authorized by the customer” and “properly payable” by the bank. The following statements should be included in the agreement:

- the bank processes claims on an automated basis, based on information encoded on checks;
- automated processing reduces costs, to the benefit of all bank customers;
- because of automated processing, the bank cannot compare signatures or determine that a dual-signature requirement is being violated;
- any dual-signature requirement is a matter that is internal to the customer, whether the bank knows of it or not;
- the customer cannot assert a claim against the bank for permitting a transaction that violates the customer’s dual-signature requirement; and
- if the customer wants the bank to sight-review presented checks for violation of the customer’s dual-signature requirement, it must give specific notice to the bank and pay a fee for the service.<sup>5</sup>

A checking account with “positive pay” features is yet another option offered by many banks. Positive pay is a fraud prevention tool where one customer representative has authority to sign checks, and another customer representative has authority to approve checks presented to the bank for payment. Checks not approved by the second individual upon presentment to the bank are not paid by the bank. Additional fees are often charged for these accounts to compensate for the additional systems and procedures and added liability risk.

**Takeaways**

One takeaway is that there are a variety of products offered by different banks, and customers should shop around to find the products or services that most closely align with their needs and preferences. Another takeaway is that banking laws and regulations should not treat banks as utilities that are required to offer commodity products and services. For banking products and services to evolve with technological advances and modern business practices, banking laws and regulations must encourage flexibility, creativity, and entrepreneurial innovation.

For more information about the dual-signature account matters discussed in this article, contact Mel Tull, VBA General Counsel, at [mtull@vabankers.org](mailto:mtull@vabankers.org) or (804) 819-4710.

*This article has been prepared for informational purposes only and is not legal advice.*

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<sup>4</sup> See 2 Clark and Clark, *The Law of Bank Deposits, Collections and Credit Cards* (3d ed. 2014), § 10.02[2], p.10-30, for more information about this type of contractual provision.  
<sup>5</sup> *Id.* at p. 10-31.



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

**Meeting Date:** July 20, 2021

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

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

**Subject:** First Reading – Ordinance 21-09 Amend Comprehensive Plan to include Private Property Rights Element

**Background:** The Legislature passed a bill that is effective as of July 1<sup>st</sup> that requires all cities and counties to have a Private Property Rights Element in their Comprehensive Plans. Attached is a copy of the new law. We will not be able to process any more Comprehensive Plan Amendments through DEO without first having adopted the required Private Property Rights Element. The City Attorney’s Office drafted a Comprehensive Plan Amendment ordinance adopting the language from this new statute.

**Staff Recommendation:** Move Ordinance 21-09 to a second reading and action at the August 10 Council Meeting

**Suggested Motion:** I move that we read Ordinance 21-09 for a second time and adopt Ordinance 21-09 at the August 10, 2021 Meeting.

**Alternatives:** None

**Fiscal Impact:** None

**Attachments:** Ordinance 21-09  
HB 59

ENROLLED

CS/CS/CS/HB 59, Engrossed 1

2021 Legislature

1  
2 An act relating to growth management; amending s.  
3 163.3167, F.S.; specifying requirements for certain  
4 comprehensive plans effective, rather than adopted,  
5 after a specified date and for associated land  
6 development regulations; amending s. 163.3177, F.S.;  
7 requiring local governments to include a property  
8 rights element in their comprehensive plans; providing  
9 a statement of rights which a local government may  
10 use; requiring a local government to adopt a property  
11 rights element by the earlier of its adoption of its  
12 next proposed plan amendment initiated after a certain  
13 date or the next scheduled evaluation and appraisal of  
14 its comprehensive plan; prohibiting a local  
15 government's property rights element from conflicting  
16 with the statement of rights contained in the act;  
17 amending s. 163.3237, F.S.; providing that the consent  
18 of certain property owners is not required for  
19 development agreement changes under certain  
20 circumstances; providing an exception; amending s.  
21 337.25, F.S.; requiring the Department of  
22 Transportation to afford a right of first refusal to  
23 certain individuals under specified circumstances;  
24 providing requirements and procedures for the right of  
25 first refusal; amending s. 380.06, F.S.; authorizing

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CODING: Words ~~stricken~~ are deletions; words underlined are additions.

hb0059-05-er

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CS/CS/CS/HB 59, Engrossed 1

2021 Legislature

26 certain developments of regional impact agreements to  
27 be amended under certain circumstances; providing  
28 retroactive applicability; providing a declaration of  
29 important state interest; providing an effective date.

30  
31 Be It Enacted by the Legislature of the State of Florida:

32  
33 Section 1. Subsection (3) of section 163.3167, Florida  
34 Statutes, is amended to read:

35 163.3167 Scope of act.—

36 (3) A municipality established after the effective date of  
37 this act shall, within 1 year after incorporation, establish a  
38 local planning agency, pursuant to s. 163.3174, and prepare and  
39 adopt a comprehensive plan of the type and in the manner set out  
40 in this act within 3 years after the date of such incorporation.  
41 A county comprehensive plan is controlling until the  
42 municipality adopts a comprehensive plan in accordance with this  
43 act. A comprehensive plan for a newly incorporated municipality  
44 which becomes effective ~~adopted~~ after January 1, 2016 ~~2019~~, and  
45 all land development regulations adopted to implement the  
46 comprehensive plan must incorporate each development order  
47 existing before the comprehensive plan's effective date, may not  
48 impair the completion of a development in accordance with such  
49 existing development order, and must vest the density and  
50 intensity approved by such development order existing on the

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CS/CS/CS/HB 59, Engrossed 1

2021 Legislature

51 effective date of the comprehensive plan without limitation or  
52 modification.

53 Section 2. Paragraph (i) is added to subsection (6) of  
54 section 163.3177, Florida Statutes, to read:

55 163.3177 Required and optional elements of comprehensive  
56 plan; studies and surveys.—

57 (6) In addition to the requirements of subsections (1)–  
58 (5), the comprehensive plan shall include the following  
59 elements:

60 (i)1. In accordance with the legislative intent expressed  
61 in ss. 163.3161(10) and 187.101(3) that governmental entities  
62 respect judicially acknowledged and constitutionally protected  
63 private property rights, each local government shall include in  
64 its comprehensive plan a property rights element to ensure that  
65 private property rights are considered in local decisionmaking.  
66 A local government may adopt its own property rights element or  
67 use the following statement of rights:

68  
69 The following rights shall be considered in local  
70 decisionmaking:

71  
72 1. The right of a property owner to physically  
73 possess and control his or her interests in the  
74 property, including easements, leases, or mineral  
75 rights.

Page 3 of 8

CODING: Words ~~stricken~~ are deletions; words underlined are additions.

hb0059-05-er

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CS/CS/CS/HB 59, Engrossed 1

2021 Legislature

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2. The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.

3. The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.

4. The right of a property owner to dispose of his or her property through sale or gift.

2. Each local government must adopt a property rights element in its comprehensive plan by the earlier of the date of its adoption of its next proposed plan amendment that is initiated after July 1, 2021, or the date of the next scheduled evaluation and appraisal of its comprehensive plan pursuant to s. 163.3191. If a local government adopts its own property rights element, the element may not conflict with the statement of rights provided in subparagraph 1.

Section 3. Section 163.3237, Florida Statutes, is amended to read:

163.3237 Amendment or cancellation of a development agreement.—A development agreement may be amended or canceled by

ENROLLED

CS/CS/CS/HB 59, Engrossed 1

2021 Legislature

101 mutual consent of the parties to the agreement or by their  
102 successors in interest. A party or its designated successor in  
103 interest to a development agreement and a local government may  
104 amend or cancel a development agreement without securing the  
105 consent of other parcel owners whose property was originally  
106 subject to the development agreement, unless the amendment or  
107 cancellation directly modifies the allowable uses or  
108 entitlements of such owners' property.

109 Section 4. Subsection (4) of section 337.25, Florida  
110 Statutes, is amended to read:

111 337.25 Acquisition, lease, and disposal of real and  
112 personal property.—

113 (4) The department may convey, in the name of the state,  
114 any land, building, or other property, real or personal, which  
115 was acquired under subsection (1) and which the department has  
116 determined is not needed for the construction, operation, and  
117 maintenance of a transportation facility. When such a  
118 determination has been made, property may be disposed of through  
119 negotiations, sealed competitive bids, auctions, or any other  
120 means the department deems to be in its best interest, with due  
121 advertisement for property valued by the department at greater  
122 than \$10,000. A sale may not occur at a price less than the  
123 department's current estimate of value, except as provided in  
124 paragraphs (a)-(d). The department may afford a right of first  
125 refusal to the local government or other political subdivision

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CODING: Words ~~stricken~~ are deletions; words underlined are additions.

hb0059-05-er



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2021 Legislature

126 | in the jurisdiction in which the parcel is situated, except in a  
127 | conveyance transacted under paragraph (a), paragraph (c), or  
128 | paragraph (e). Notwithstanding any provision of this section to  
129 | the contrary, before any conveyance under this subsection may be  
130 | made, except a conveyance under paragraph (a) or paragraph (c),  
131 | the department shall first afford a right of first refusal to  
132 | the previous property owner for the department's current  
133 | estimate of value of the property. The right of first refusal  
134 | must be made in writing and sent to the previous owner via  
135 | certified mail or hand delivery, effective upon receipt. The  
136 | right of first refusal must provide the previous owner with a  
137 | minimum of 30 days to exercise the right in writing and must be  
138 | sent to the originator of the offer by certified mail or hand  
139 | delivery, effective upon dispatch. If the previous owner  
140 | exercises his or her right of first refusal, the previous owner  
141 | has a minimum of 90 days to close on the property. The right of  
142 | first refusal set forth in this subsection may not be required  
143 | for the disposal of property acquired more than 10 years before  
144 | the date of disposition by the department.

145 | (a) If the property has been donated to the state for  
146 | transportation purposes and a transportation facility has not  
147 | been constructed for at least 5 years, plans have not been  
148 | prepared for the construction of such facility, and the property  
149 | is not located in a transportation corridor, the governmental  
150 | entity may authorize reconveyance of the donated property for no

Page 6 of 8

CODING: Words ~~stricken~~ are deletions; words underlined are additions.

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151 consideration to the original donor or the donor's heirs,  
152 successors, assigns, or representatives.

153 (b) If the property is to be used for a public purpose,  
154 the property may be conveyed without consideration to a  
155 governmental entity.

156 (c) If the property was originally acquired specifically  
157 to provide replacement housing for persons displaced by  
158 transportation projects, the department may negotiate for the  
159 sale of such property as replacement housing. As compensation,  
160 the state shall receive at least its investment in such property  
161 or the department's current estimate of value, whichever is  
162 lower. It is expressly intended that this benefit be extended  
163 only to persons actually displaced by the project. Dispositions  
164 to any other person must be for at least the department's  
165 current estimate of value.

166 (d) If the department determines that the property  
167 requires significant costs to be incurred or that continued  
168 ownership of the property exposes the department to significant  
169 liability risks, the department may use the projected  
170 maintenance costs over the next 10 years to offset the  
171 property's value in establishing a value for disposal of the  
172 property, even if that value is zero.

173 (e) If, at the discretion of the department, a sale to a  
174 person other than an abutting property owner would be  
175 inequitable, the property may be sold to the abutting owner for

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176 the department's current estimate of value.

177 Section 5. Paragraph (d) of subsection (4) of section  
178 380.06, Florida Statutes, is amended to read:

179 380.06 Developments of regional impact.—

180 (4) LOCAL GOVERNMENT DEVELOPMENT ORDER.—

181 (d) Any agreement entered into by the state land planning  
182 agency, the developer, and the local government with respect to  
183 an approved development of regional impact previously classified  
184 as essentially built out, or any other official determination  
185 that an approved development of regional impact is essentially  
186 built out, remains valid unless it expired on or before April 6,  
187 2018, and may be amended pursuant to the processes adopted by  
188 the local government for amending development orders. Any such  
189 agreement or amendment may authorize the developer to exchange  
190 approved land uses, subject to demonstrating that the exchange  
191 will not increase impacts to public facilities. This paragraph  
192 applies to all such agreements and amendments effective on or  
193 after April 6, 2018.

194 Section 6. The Legislature finds and declares that this  
195 act fulfills an important state interest.

196 Section 7. This act shall take effect July 1, 2021.

**ORDINANCE NO. 21-09**

**AN ORDINANCE OF THE CITY OF BELLE, FLORIDA, AMENDING THE COMPREHENSIVE PLAN OF THE CITY OF BELLE ISLE TO ADOPT A PRIVATE PROPERTY RIGHTS ELEMENT TO COMPLY WITH SECTION 163.3177, FLORIDA STATUTES; PROVIDING FOR CONFLICTS, SEVERABILITY, CODIFICATION, AND EFFECTIVE DATE.**

**WHEREAS**, pursuant to Chapter 163, Part II, Florida Statutes, the City of Belle Isle, Florida (the “City”) proposes to amend the City’s Comprehensive Plan (the “Comprehensive Plan”) to adopt a Private Property Rights Element as set forth herein; and

**WHEREAS**, the Florida Legislature changed statutory provisions of chapters 163, Florida Statutes effective on July 1, 2021 to ensure that private property rights are considered in local decision making and requiring the adoption of a Property Rights Element into the Comprehensive Plan; and

**WHEREAS**, the City Commission of the City of Belle Isle desires to update the Comprehensive Plan consistent with such statutory changes by adopting a “Property Rights Element”; and

**WHEREAS**, the Planning and Zoning Board as the City’s Land Planning Agency reviewed this Ordinance in accordance with the requirements of Chapter 163, Florida Statutes, and made a recommendation to the City Council; and

**WHEREAS**, the City determines that the Comprehensive Plan amendment set forth herein complies with the law and is in the best interest of the City.

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

**SECTION 1:** RECITALS. The above recitals are true, correct and incorporated herein by this reference.

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**SECTION 2:** ADOPTION. The Comprehensive Plan of the City of Belle Isle is hereby amended to adopt a new Property Rights Element to read as follows:

**PROPERTY RIGHTS ELEMENT**  
Goals, Objectives and Policies

**GOAL 1:**

The purpose and overall goal for the Property Rights Element is to signify respect for judicially acknowledged and constitutionally protected private property rights, and to ensure that those rights are considered in the City of Belle Isle’s decision-making concerning land use and zoning matters.

**Objective 1.1:**

The following objective provides a framework for ensuring that private property rights are considered in local decisionmaking concerning land use and zoning matters.

**Policy 1.1. The following rights shall be considered in decision-making by the City of Belle Isle concerning land use and zoning matters:**

- 1) The right of a property owner to physically possess and control their interests in property, including easements, leases, or mineral rights.
- 2) The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.
- 3) The right of the property owner to privacy and to exclude others from the property to protect the owner’s possessions and property.
- 4) The right of a property owner to dispose of his or her property through sale or gift.

**SECTION 3:** SEVERABILITY. The provisions of this Ordinance are declared to be separable and if any section, paragraph, sentence or word of this Ordinance or the application thereto any person or circumstance is held invalid, that invalidity shall not affect other sections or words or applications of this Ordinance. If any part of this Ordinance is found to be preempted or otherwise superseded, the remainder shall nevertheless be given full force and effect to the extent permitted by the severance of such preempted or superseded part.

**SECTION 4:** CONFLICTS. If any ordinance or part thereof is in conflict herewith, this Ordinance shall control to the extent of the conflict.

**SECTION 5:** CODIFICATION. Any goal, objective, and policy number, letter and/or any

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heading may be changed or modified as necessary to effectuate the foregoing and/or to be consistent with the numbering system within the Comprehensive Plan. Grammatical, typographical and similar or like errors may be corrected, and additions, alterations, and omissions not affecting the construction or meaning of this Ordinance or the Comprehensive Plan may be freely made.

**SECTION 6:** EFFECTIVE DATE. This Ordinance shall become effective pursuant to a Notice of Intent issued by DEO finding the Comprehensive Plan amendment (“Amendment”) set forth in this Ordinance to be in compliance as defined in Section 163.3184(1)(b), Florida Statutes. If timely challenged, the Amendment shall not become effective until DEO or the Administration Commission enters a final order determining the adopted Amendment to be in compliance.

**FIRST READING AND TRANSMITTAL READING:** \_\_\_\_\_

**SECOND READING AND ADOPTION:** \_\_\_\_\_

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

**City of Belle Isle**

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

**ATTEST:**

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



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

**Meeting Date:** July 20, 2021

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

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

**Subject:** Policy on Employee Bonuses

**Background:** When the City revised its personnel manual a few years ago, the City Attorney’s office stated that bonuses are not allowed under state statute and therefore the bonus policy was rescinded from the manual.

At the Council meeting on June 15, the Council discussed the Governor’s order to allow public safety officers and teachers a \$1000 one-time payment for working during COVID. This would be a bonus payment. It was explained to the Council that bonuses are not allowed by state statute. The Council requested the City Attorney to review the statute to see if bonuses could be allowed so first responders may receive this bonus provided by the Governor. The Council also stated that we had other administrative employees who came to work every day during COVID and they should also be entitled to a bonus.

The Council asked the City Attorney to again review the statutes and determine if bonuses are authorized. After review the City Attorney’s Office stated that the statute appears to provide that bonuses can only be awarded prospectively based on employee performance and other criteria after adoption of a bonus policy.

Based on this information, the City staff drafted a policy for bonuses which was reviewed by the City Attorney’s office.

**Staff Recommendation:** Approve Resolution 21-15 to adopt the policy and provide a bonus payment.

**Suggested Motion:** I move that we approve Resolution 21-15 adopting an employee bonus policy and providing a one-time \$1,000 bonus to employees.

**Alternatives:** Do not adopt the policy and continue not to provide bonuses.

**Fiscal Impact:** \$27,000

**Attachments:** Bonus Policy

**Bonus Policy.**

Applicability	All City of Belle Isle Employees
Policy Administrator	Director of Finance

(A) Policy Statement and Purpose

Exemplary job performance that well exceeds the usual expectations for the position should be encouraged, recognized and rewarded. The City adopts this policy to govern the awarding of one-time, lump-sum compensation that is outside of base salary or wages to reward exemplary performance.

(B) Policy

(1) Eligibility

To be eligible for a bonus under this policy a recipient must:

- (a) Be an active, full-time or permanent part-time employee of the City.
- (b) Not have received any disciplinary action for the previous year.
- (c) Completed the probationary period, if new employee.

(2) Consideration for a bonus shall be based on factors that include, but are not limited to:

- (a) Exemplary work on a special project
- (b) Achievement of significant departmental/project goals
- (c) Development of or assistance with implementation of an idea or an initiative which improves a process, results in cost-savings, improves safety, or supports a City strategic goal
- (d) Consistent exemplary performance in all areas, going well above and beyond the normal expectations



- (3) Bonus consideration shall not include consideration of the following factors:
  - (a) Holidays, length of service, or work anniversaries
  - (b) Consistently meeting expectations of the full performance standards as assigned by the position
  - (c) Situations to which the provisions of other rules and/or agreements are applicable salary increases
  - (d) Changes in duties or responsibilities that result from transfer or reassigning responsibilities to another person
  - (e) Perfect attendance record
  
- (4) Other considerations
  - (a) This bonus program shall not apply to employees who are represented by an employment agreement if a bonus provision is stated in the agreement or to employees whose positions are funded, in whole or in part, on external grant funds unless the grant agreement allows for the use of grant funds for payment of bonuses.
  - (b) Bonuses are discretionary. This policy creates no enforceable contract right.
  - (c) Bonuses are dependent on the availability of funds as determined by the City Manager and approved by City Council in the annual operating budget for the next fiscal year.
  - (d) A bonus will be a one-time payment. Bonuses are not added to base salary.
  - (e) Funding of bonuses will be the responsibility of the employing department.
  - (f) Bonuses will be processed through the City's payroll system. The applicable deductions and taxes will be withheld.
  - (g) The minimum bonus that may be paid under this policy is two hundred fifty dollars (\$250). The maximum bonus amount that may be paid under this policy is two thousand dollars (\$2,000), but at no time shall the total bonus amount per Department exceed ten thousand dollars (\$10,000).

- (h) Bonus payments below the minimum amount or above the maximum amount or under circumstances not provided for by this policy shall require the prior approval of the City Council.
  - (i) Bonus payments must comply with all state and federal laws and regulations.
  - (j) This policy is subject to revocation or modification at the City Manager's sole discretion.
- (5) Procedure
- (a) Recommendation and approval for any bonus shall be made at the discretion of the Departmental Manager or City Manager. The Departmental Manager will forward a request to the City Manager for review and approval. The request will state the reason(s) for the bonus and the amount of the bonus.
  - (b) If approved, the City Manager will forward to the request to the Director of Finance for processing. For Departmental Manager bonuses, the City Manager will forward a written request to the Director of Finance with the reason(s) and amount of the bonus as part of the Department Manager's annual evaluation.
  - (c) The City Manager may adjust the amount of the bonus based on available funds and reason(s) stated in the request. The decision of the City Manager is final and shall not be subject to appeal or further review.
  - (d) The City Council will determine and approve any bonus for the City Manager as part of the City Manager's annual evaluation.
  - (e) The City Manager shall provide final approval, or not, in consultation with the Director of Finance to ensure the request meets the required criteria.
  - (f) Approved bonus payments will be processed the first payroll in May.

**RESOLUTION NO. 21-15**

**A RESOLUTION OF THE CITY OF BELLE ISLE, FLORIDA, APPROVING A POLICY TO PROVIDE AN EMPLOYEE BONUS PROGRAM; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

WHEREAS, Florida State Statute 215.425 authorizes the City to award bonuses pursuant to a formally adopted bonus policy that meets the requirements of Fla. Stat. 215.425(3); and

WHEREAS, Section 4.09 of the Belle Isle Charter allows the City Manager to establish personnel policies subject to approval by the city council by resolution; and

WHEREAS, City employees endured a challenging year due to COVID 19, while dealing with stressful situations, and some of the City employees being front-line first responders; and

WHEREAS, the City Council of the City of Belle Isle is desirous of enacting such an policy to provide for payment of monetary bonuses to its officers and employees:

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

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

**SECTION 2.** The Employee Bonus policy is approved and will be incorporated in the Employee Personnel Manual.

**SECTION 3.** That all full-time employees will receive a one-time appreciation bonus of \$1,000.

**SECTION 4.** *Severability.* If any section, subsection, sentence, clause, or phrase of this Resolution is, for any reason, held to be unconstitutional by a court of competent jurisdiction, such holding will not affect the validity of the remaining portions of this Resolution.

**SECTION 5.** *Effective Date.* This Resolution will take effect immediately upon adoption.

1 PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF BELLE ISLE THIS \_\_\_\_\_ DAY OF JULY,  
2 2021.

3 \_\_\_\_\_  
4 Nicholas Fouraker, Mayor

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

7 \_\_\_\_\_  
8 Approved as to form and legality  
9 City Attorney

10  
11 STATE OF FLORIDA

12 COUNTY OF ORANGE

13 I, YOLANDA QUICENO, CITY CLERK OF BELLE ISLE, FLORIDA, do hereby certify that the above and foregoing  
14 Resolution 21-15 was duly and legally passed and adopted by the Belle Isle City Council in session  
15 assembled, at which session a quorum of its members were present on the \_\_\_\_ day of \_\_\_\_\_ 2021.

16  
17 \_\_\_\_\_  
18 Yolanda Quiceno, City Clerk



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

**Meeting Date:** July 20, 2021

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

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

**Subject:** Strategic Plan Proposals

**Background:** The City Council and staff met in 2019 to hold a strategic planning retreat. There are now new Council members and staff; therefore the City should hold another retreat. The City solicited proposals for a facilitator and for that facilitator to provide an update to the plan. Two proposals were received.

**Staff Recommendation:** Approve the proposal of Florida Institute of Government at the University of Central Florida.

**Suggested Motion:** I move that we approve the proposal of the Florida Institute of Government at the University of Central Florida in the amount of \$14,500 for strategic planning services.

**Alternatives:** Choose the other proposal or choose none.

**Fiscal Impact:** \$14,500

**Attachments:** UCF Proposal  
Trainnovations Proposal



# Preparing for the Future

Creating a strong city culture that focuses effective leadership, direction and decision making, is necessary to provide residents, businesses, and visitors the experience they desire and need.

*This serves as the letter of agreement for services.*

Profile of the Government of Belle Isle: (source: Comprehensive Annual Financial Report)

The *City of Belle Isle*, incorporated in 1924, is located in Central Florida. The *City of Belle Isle* is empowered to levy a property tax on both real and personal properties located within its boundaries. It also is empowered by state statute to extend its corporate limits by annexation, which occurs periodically when deemed appropriate by the governing commission. The *City of Belle Isle* operated under a strong-mayor form of government since 1924. However, in November 2003, a charter referendum was passed that changed the City to a commission/manager form of government, with an appointed City Manager, seven elected City Commissioners and a separately elected Mayor. The governing body is responsible, among other things, for passing ordinances, adopting the budget, appointing committees, and hiring the City's manager, clerk and attorney. The City Manager is responsible for carrying out the policies and ordinances of the governing commission, for overseeing the day-to-day operations of the government, and for appointing the heads of various departments. The Commission is elected on a non-partisan basis. Commission members serve three-year staggered terms and the mayor is elected to serve a three-year term.

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*Scope of Services*

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Traininnovations will provide the following:

- Council Member 75 min Interviews (mechanism: zoom)
  - Questions sent by email to councilors for advance consideration
  - Outcome: consolidation of input; document and report
- Council Pre Work – Read resulting report from Interviews (mechanism: email)
- Session #1 – Teambuilding (live in person)
  - Outcome: Team agreements
- Session #2 – Objectives and Strategies (live in person)
  - Outcome: Confirmation of Mission, Vision and Values
  - Outcome: Goals and Strategies
- Draft strategic plan document (mechanism: document; email)
- Council Pre Work – Read draft and comment (mechanism: email)
- Session #3 – Finalize and Agree (mechanism: virtual)

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*Compensation*

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The fee is \$7,500 plus overnight travel, meals and mileage for live in person sessions. Payment can be provided by check, ACH or P-Card.

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*Agreed to by*

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City of Belle Isle

Traininnovations:

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

\_\_\_\_\_  
Trina Pulliam, President

Date:

June 28, 2021

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*Schedule (dates are currently being held for the city)*

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<b>Dates</b>	<b>Action</b>
August 16: 1:30 to 4:30	Elected Official Interviews (2) via Zoom
August 17: 9:30 to 4:30	Elected Official Interviews (6) via Zoom
September 10: 1:00 to 4:30	Teambuilding
September 11: 9:00 to 3:00	Strategy

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*Trainnovations Professional Services*

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Trainnovations uses a particular combination of skill sets from 4 consultants who comprise the team for this contract. The experience includes: 30 years of government work, 26 years of culture shifting success and 35 years of human resources experience.

Imagine working in an engaging culture where everyone does the right things, executes them well and likes coming into work each day. Imagine a connection to an environment of respect for others, tolerance and acceptance of diversity and experiences. Imagine a world of work where people find joy in what they do and like the people they work with.

Imagine a community participating in healthy disagreements and treating each other with respect and dignity. We help build teams and cultures that address key issues in today's super-fast world of work and an ever-changing community portrait.



**Our Team**

**Trina Pulliam, President**

Knowledge, Skills and Abilities

- Project Development and Management
- Executive Team Development
- Facilitation for small and large teams
- Program Development

Associations and Certifications

Malcolm Baldrige Board of Examiners, Florida Excellence Award Program, Examiner and Developer, Florida Sterling Senior Examiner, FCCMA, Leader to Leader Institute, Member, Wiley/Pfeiffer Corporate Partner, True Colors Certified, Leadership Practices Inventory© (LPI), MBTI Qualified (Otto Kroeger Associates), Achieve Global, Zenger Miller Certified Trainer, DDI, Development Dimensions International, Certified Facilitator, ASTD, American Society for Training and Development, Member

**Myra Quinn, M.Ed., Director, Lead Facilitator and Executive Coach**

Knowledge, Skills and Abilities

- Team and Individual Coaching
- Human Resources Training
- Executive and Staff Level Human Development
- Counseling and Case Management

Associations and Certifications

Florida Sterling Examiner, Certified Work Readiness Trainer, Master Personal & Executive Coach, WorkEssentials©-Life Skills Counselor, Myers-Briggs Assessment Facilitator, Certified Experiential ROPES Facilitator, Certified Sales Trainer

**Melinda Miller, MS, Director, Project Manager and Local Government Specialist**

Knowledge, Skills and Abilities

- Project Management for large scale development and implementations
- Data Analysis
- Strategic Planning
- Process Improvement
- IT Consulting and Training

Associations and Certifications

Florida Government Information Systems Association Offices Held: President, Past President, Vice President, Secretary and District Director, Florida Local Government Coalition – charter member, Florida League of Cities Resolutions Committee – Voting Delegate, (ISC)2 – International Information Systems Security Certification Consortium, South Florida Information Systems Security Association

**Jesse Pulliam, Senior Associate, BA, Economics**

Knowledge, Skills and Abilities

- Project Management
- Research and Information Analysis
- Report Writing/Policy Writing
- Federal Government Consulting Experience
- Government Affairs Experience (Federal Level)

Associations and Experience

MacroDyn Group, US House of Representatives, EKG Strategies, Team Solutions: Leadership and Facilitation certifications, Presentation at Economics Conference in Greece, *On the intellectual development of Nobel Laureate James Buchanan*



UNIVERSITY OF  
CENTRAL FLORIDA

c.

Florida Institute of Government

College of Community Innovation and Education

## Strategic Planning Proposal – Belle Isle



**July 5, 2021**

**Prepared for:**  
City of Belle Isle  
Mr. Bob Francis, City Manager  
1600 Nela Ave  
Belle Isle, FL 32809

**Prepared By:**  
Mari Rains, Director  
University of Central Florida  
Florida Institute of Government  
12443 Research Parkway, Ste. 402  
Orlando, FL 32826  
407.882.3960  
Mari.Rains@ucf.edu





July 5, 2021

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

Dear Bob,

Thank you for considering the UCF Florida Institute of Government for the City's strategic planning needs. As discussed, a well-designed strategic planning process can add value in many ways, including:

- Create agreement on core values and priorities
- Align the Council and senior management
- Improve engagement, accountability and readiness for change
- Provide management with a strategic agenda to move the organization forward
- Communicate clear direction throughout all levels of the organization and the community
- Address key service gaps
- Provide a road map for the future

What we propose is a best-practice approach, which gives your residents, businesses, and employees a voice in this important process. It allows the Council to hear these stakeholders and make informed decisions about the future of Belle Isle. We customize everything we do. We can add or remove services to fit your goals and budget.

Enclosed please find:

- |  |       |
|--|-------|
| A. Florida Institute of Government at UCF Service Capabilities | pg. 3 |
| B. Proposed Strategic Planning Scope of Work                   | pg. 5 |
| C. Proposed Fees and Timelines                                 | pg. 8 |
| D. Consultant / Facilitator Bios                               | pg. 9 |

We look forward to working with you and the Belle Isle Council members, staff, residents, and other stakeholders.

Sincerely,

Mari Rains, MSM  
Director & Consultant, UCF FIOG



## ABOUT THE UCF IOG

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The **John Scott Dailey Florida Institute of Government (FIOG)** was created by the Florida Legislature in 1980 and subsequently designated as a Type I Institute by the Florida Board of Regents. The institute fulfills its statewide mission through four (4) affiliate program offices located at the Florida State University, the **University of Central Florida**, the University of South Florida, and Florida Atlantic University.

The Institute’s original mission is in place today: to increase the effectiveness and quality of government in Florida through applied research, training, technical assistance programs and public service. A parallel goal was to provide high quality services to local governments at a reasonable cost, not always easy given budget constraints and fluctuations in the state’s economy.



We partner practitioners and University professionals from a variety of disciplines, with elected officials and organizational leaders, to identify, evaluate, and implement effective solutions for a wide range of services.

***Local government agencies are not required to go out for bid when utilizing the Florida Institute of Government at UCF.***

## OUR SERVICE CAPABILITIES

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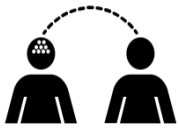
The **John Scott Dailey Florida Institute of Government at the University of Central Florida (FIOG at UCF)** works directly with faculty, staff and external practitioners to bring their expertise to our clients. The FIOG at UCF primarily serves government and non-profit entities within a 13-county region including Alachua, Brevard, Citrus, Flagler, Lake, Levy, Marion, Orange, Osceola, Putnam, Seminole, Sumter, and Volusia counties. The FIOG at UCF is often invited to consult with other FIOG clients and projects across the state.

The Florida Institute of Government at the University of Central Florida has a vast history of helping government and non-profit entities through:

- Facilitating visioning and strategic planning processes
- Facilitating community engagement forums
- Facilitating leadership and team building retreats
- Designing and facilitating leadership development and employee training programs
- Providing association management services
- Developing and coordinating certification programs
- Coordinating conferences (one-day to one-week programming)
- Consulting/technical assistance for diverse government projects including:
  - Charter review
  - Citizen satisfaction surveys
  - Records management assessment
  - Organizational development consulting
  - Human resource consulting
  - Tree surveys
  - Consensus building



# 5 REASONS TO HIRE THE UCF INSTITUTE OF GOVERNMENT



**Seasoned consultants** with an unmatched understanding of the unique needs, challenges and services of government agencies, but whom also stay current with business trends.



The FIOG is **not a profit-center**, so we offer low rates for government and non-profit agencies.



Agencies **do not have to go out for bid** when hiring the FIOG at UCF, which allows faster project commencement.



Affiliation with the **second largest university in the U.S.**, with access to expert faculty and practitioners.



**30+ years of high-impact service to government** agencies and non-profit agencies across Florida.

**PROJECT BACKGROUND & APPROACH:**

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Belle Isle requested the UCF IOG provide a proposal to facilitate the city’s Strategic Planning process. This facilitated process will:

- Assist the Belle Isle Council in better understanding the various stakeholders and opinions in their community
- Develop a clear understanding of the shared Vision and Priorities for the City of Belle Isle
- Data collected will assist the City with informed resource allocation and development of a strategic plan
- Collaborating with UCF provides the City an unbiased approach from an outside organization
- Foster engagement and buy-in by the Council, community, and staff

**Project Overview and Approach**

- Phased approach
- Highly participatory and inclusive
- Opportunity for the community to provide input
- Integrates community visioning and organizational strategic planning
- Uses the results of the visioning effort as the framework for planning
- Adaptive to the needs of the Council and community
- Transparent and responsive to City stakeholders



**PROPOSED SCOPE OF WORK:**

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The services described below would be provided through the Florida Institute of Government at UCF. **This scope is a recommended best practice for an organization to engage citizens, businesses, elected officials, and staff.**

**PHASE ONE**

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**Background Research**

The consultant will review previous plans, capital projects, long-range visioning and comprehensive plans, budgets, and/or other relevant documents provided by the City Manager. The consultant will also conduct a tour of the City, either guided or self-guided. This research phase will serve as a foundation to better understand the history and unique needs of Belle Isle.

**Key Stakeholder Interviews**

The consultant will conduct individual Zoom interviews with each member of Council (7) and the City Manager to clarify process steps, discuss desired outcomes, and identify issues to be addressed.

**Communication Plan**

The consultant will support staff in developing a clear communication plan to maximize citizen engagement and participation into the process, as well as to foster transparency.



**Community Visioning Forums**

The consultant will conduct one four-hour community visioning forum with residents, businesses, and other stakeholders, which will:

- ask participants to identify characteristics of the City that they value most about their community and do not want to change
- identify strengths, weaknesses, opportunities and threats the City faces
- identify participants’ desires for the future of the City (components of the vision)
- identify community consensus on issues the City may address in the strategic planning process



**After Community Visioning** – The consultant will prepare a summary of the Community Visioning Session(s) for further consideration and discussion by the council.

**PHASE TWO**

**Council Workshop**

The consultant will facilitate a six-hour workshop with the City Council which will include:

- Sharing of best practices for Council Effectiveness and success
- Review data from the Community Visioning Forum
- Current trends and conditions impacting Belle Isle
- SWOT analysis
- Development, or refinement, of a vision statement, set of organizational values, and mission statement
- Establishment of goals and priorities for staff



**After Council Workshop** – The consultant will prepare a summary report of the Council Workshop. It will include the SWOT analysis, Vision, Values, Mission, Goals, and Priorities agreed upon by the Council. This report will be utilized in the Senior Staff Operational Workshop.

**Senior Staff Operational Workshop**

The consultant will facilitate a six-hour workshop with select senior leadership to begin to operationalize the Council’s goals and priority objectives. The consultant will assist the staff to:

- Review the vision, values, mission, and strategic goals from the council
- Create goal statements for each of the agreed upon goals
- Develop specific objectives, implementation plans and tentative timelines for each priority objective
- Identify champions for ownership and accountability of each priority

**After Senior Staff Operational Workshop** – The consultant will prepare a final Strategic Plan which will include:

- A summary of the process used in the completion and assembly of the plan
- The City’s vision, values, and mission statements
- A description of agreed upon goals and objectives for the City, as well as champions and timelines for implementation
- Other information as deemed necessary by the consultant



**Presentation of Final Strategic Plan Report to Council**

The consultant will collaborate with City staff to co-present the report, and Strategic Plan, to the Council. The consultant may answer questions and/or clarify the report and process.

**PROJECT FEES:**

The fee for the project as described is \$14,500 (all-inclusive). It includes one consultant/facilitator for each facilitated workshop/meeting. If attendance is larger than 50 attendees for the Community Visioning Forum, a second UCF IOG consultant will assist with facilitating the meeting. The quoted fees include:

- all consultations with staff (phone, Zoom, in-person and email)
- consultant research and preparation to become highly familiar with Belle Isle
- expert meeting facilitation and sharing best practices
- noted deliverables
- meeting materials & supplies
- post-meeting reports and final strategic plan report
- consultant travel expenses

**OTHER OPTIONS:**

The Florida Institute of Government at UCF customizes everything we do. Upon your request, we can add or remove services to the scope of work and generate a revised proposal to fit your goals and budget.

**Additional Services:**

The UCF IOG also has the capability to integrate these additional services to the strategic planning process. Please call to discuss these optional services and fees:

- Resident/citizen survey
- Employee survey
- Facilitated resident/citizen educational Q&A forums with senior staff
- Organizational development, change readiness, succession planning and leadership development
- Other special requests





**Contracting:**

Upon the City’s decision, the IOG will draft a Letter of Agreement for both parties to sign. It must be approved and routed through UCF General Counsel’s contract database prior to client signature.



**Performance Concerns:**

If performance concerns arise on the part of the Client or the Consultant, either party will discuss concerns and remedies for satisfactory resolution. The Agreement may be terminated by either party with 30 days written notice.

**Project Scheduling:**

Project dates/times will be mutually agreed upon by the City and the consultant. The UCF IOG can begin this project as early as August 2021. Subject to Council, senior staff and consultant availability, this project could be completed quickly, within a five-month timeframe. Depending on the winter holiday schedule, the project should be completed no later than January 2022.



**Invoicing:**

The IOG will invoice the City of Belle Isle 50% upon contract execution and 50% upon completion. Payment may be remitted by credit card, check or ACH payment to:

University of Central Florida  
Florida Institute of Government  
12443 Research Pkwy, Suite 402  
Orlando, FL 32826



# CONSULTANT / FACILITATOR BIO: MARI RAINS

Mari Rains is the Director of the John Scott Dailey Florida Institute of Government (IOG) at the University of Central Florida (UCF), where she consults with local government agencies. In this role, she also serves as the Executive Director for two associations: Volusia League of Cities and Tri-County League of Cities (Orange/Seminole/Osceola).



Ms. Rains brings a unique hybrid of business, government and academic experience. Prior to joining the UCF IOG, Mari served as full-time Faculty member for UCF’s College of Business, Management Department, for seven years. She also led UCF’s Learning & Development team supporting 12,000 staff and faculty across 10 locations. She had a successful career in the private sector prior to UCF. Her corporate/private projects include: Publix, Darden Restaurants, Orlando Magic, Henkels & McCoy, The Galileo School Board of Directors, Chambers of Commerce, O’Sullivan, and others.

Ms. Rains earned a Master’s Degree in Management from the University of Central Florida College of Business.

Mari’s 20+ years’ experience centers around helping leaders and organizations build capacity and improve performance. She is a versatile and highly-sought facilitator and consultant for diverse programs, including strategic planning, management consulting, succession planning, organizational development, leadership development, and certification/curriculum design.

Ms. Rains has consulted with diverse government agencies including:

- International City/County Mgmt. Assoc.
- Florida City & County Mgmt. Assoc.
- Florida League of Cities (FLC)
- Orange County
- Seminole County
- Volusia County
- Putnam County
- Osceola County
- Marion County
- Volusia League of Cities
- Tri-County League of Cities
- City of Ocala
- City of Newberry
- City of Orlando
- City of Daytona Beach Shores
- City of Oviedo
- Town of Belleair
- MetroPlan Orlando
- Sanford Fire Department
- Florida Redevelopment Association
- Florida Association of Code Enforcement
- Florida Association of Business Tax Officials
- Florida Association of City Clerks
- Florida Records Management Association
- Property & Evidence Association of Florida
- Florida Center for Nursing
- UCF Office of Diversity & Inclusion
- UCF Police Department
- American Association of Service Coordinators
- 3<sup>rd</sup>, 7<sup>th</sup>, 9<sup>th</sup> and 11<sup>th</sup> Judicial Circuit Courts
- Orange County Library System
- And many others!

Belle Isle Issues Log  
7/20/21

a.

Issue	Description	Start Date	POC	Last Completed Action	Next steps
Street Paving	The City staff will conduct a street assessment to determine the pavement conditions and determine if the prior assessment is still valid. When complete, the staff will set-up a Capital Improvement Program for street paving. Program	7/1/2020	PW/CM	The City has been successful in paving several streets over the past few years; most recently the area around City Hall.	<b>2021 Goal:</b> City to conduct Pavement Assessment and develop CIP for paving (next Fiscal Year). Assessment complete. CM working with PW Director on CIP for streets
Storm Drainage	The City Engineer recently completed an assessment of the storm system. Some trouble spots have been corrected (Wind Drift, Derine, Chiswick) CM and Finance Director developed Storm Water CIP	4/3/2017	ENG/CM	Stormwater CIP was developed and reviewed by Budget Committee, who recommend approval. City staff to start reconditioning swales in trouble areas. Work at Jade Circle Swales done. 1631 Wind Willow (completed). Pipe lining on St. Moritz and Jade completed.	Plan done for Sol avenue (Agenda Item). St. Partin Outfall waiting on Orange County bid for lift station (Lift Station will be rebid so City may consider moving forward). Meeting with new contractors for Stafford/Pam for new estimates. Working with OCEPD on Barby Lane drainage. OC Nav Advisory Board approved \$3,500 for pet waste stations and \$94,020 reimbursement for Delia Beach Project. City received reimbursements from OC Nav Board. <b>Preparing to bid Sol Ave. Project. Close Stafford/Pam Project. Grant submitted to FDEP for Wallace Project and HAB Project.</b>
Traffic Studies	Increased traffic in and through Belle Isle prompted the Council to allocate funds for city-wide traffic study to improve traffic flow. Study was done and resulting Traffic Master Plan was adopted by Council. Due to the City's membership in Metroplan Orlando, they are conducting additional studies focusing on Hoffner Ave.	4/3/2017	CM/Eng.	City's TMP completed and adopted. Metroplan study is nearing completion. Hoffner median constructed but still needs additional work. WaWa to reconfigure entrance (Working on permit with OC). Citizen feedback sent back to MetroPlan. Metroplan Consultant to work toward finalizing report. RRFB installed and is functional at Monet/Hoffner crosswalk. Staff incorporated comments from open house in TMP. Next step is to plan for improvements and funding through long term budgeting. <i>Staff considers this issue closed.</i>	Impact Fee Study is continuing to move forward. Staff sent information to consultant for review. <b>First draft of study should be received by August 5.</b>
Wallace Field	City purchased large area at Wallace/Matchett for open space. Issues with Wallace Street Plat in this area with people trespassing on private property. District 2 Comm. And CM met with residents to discuss solutions. Council met on June 14 and issues was discussed. Council directed that a fence would be erected around property. Dist. 2 Comm. and CM to meet with residents to discuss options for Wallace Street plat. Area is still zoned R-2.	6/14/2017	Dist.2 Comm and CM	Use Agreement adopted. CCA planning park site plan. CCA/City staff met to go over site plan requirements. CCA working with City Planner for site plan submission. CCA completed site plan. Council approved site plan concepts. P&Z decision granting special exception was approved by City Council. The site plan was approved with conditions. Staff is preparing documents to address the conditions. P&Z decision is being appealed to Council. Council approved Wallace Field Site Plan with conditions.	Continuing to plan for drainage project with OC. Discuss grading of site with CCA. <b>CCA to start development of Wallace Field. First elements will be artificial turf and parking.</b>
City acquisition of Property	Council discussed possibility of acquiring parcels within the City and directed City staff look at options on how to acquire property.	3/20/2018	CM	Cross lake purchase is on hold until County reschedules PH. Mayor/CM to meet with Commissioner Uribe and Adjacent property owner on Cross Lake on March 4. CM/Comm. Cross Lake Property deed recorded and improvements made (closed). BoA agreement finalized.	Financing complete. PSA executed by Mayor and BoA. BoA is now owned by the City. <b>No Updates</b>
Charter School (CCA)	There has been infrastructure issues at Cornerstone for some time. The City owns the property and leases it to CCA. The City is responsible for replacing major systems at CCA according to the lease.	4/3/2017	CM	Capital Facility Plan complete. CCA considering purchase of property. Roofs are being patched, not replaced at this time. Letter was sent to CCA Board asking for joint meeting and other Board issues. CM sent memorandum to CCA outlining conditions for refinancing. CCA discussed and rejected all the conditions sent by Council.	New Lease draft sent to Budget Committee for review. Budget Committee reviewed draft lease. Market Rent Study completed. Being reviewed by Budget Committee. Subcommittee of Council revising the new lease. CCA, at their June 30 meeting, would like to work with the City to continue working with the City on the lease agreement. <b>Meeting between City and CCA to be set up to continue negotiations on lease.</b>

**Belle Isle Issues Log**  
**7/20/21**

a.

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

**Belle Isle Issues Log**  
**7/20/21**

a.

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