



city council agenda

Agenda
May 21, 2019 * 6:30 PM
City Council Meeting

City Hall Chambers 1600 Nela Avenue

Nicholas Fouraker Mayor	Kurt Ardaman City Attorney	Bob Francis City Manager	Ed Gold District 1	Anthony Carugno District 2	Karl Shuck District 3	Mike Sims District 4	Harv Readey District 5	Jim Partin District 6	Sue Nielsen District 7
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Welcome

Welcome to the City of Belle Isle City Council meeting. Agendas and all backup material supporting each agenda item are available in the City Clerk's office or on the city's website at cityofbelleislefl.org.

1. Call to Order and Confirmation of Quorum
2. Invocation and Pledge to Flag - Mike Sims, Commissioner District 4
3. Consent Items (5 minutes)
 - a. Approval of the City Council Workshop minutes - April 30, 2019
 - b. Surplus of Police Department equipment phazzers
 - c. Surplus of Mayor's office furniture and Police Department tazers

4. Citizen's Comments

Persons desiring to address the Council MUST complete and provide to the City Clerk a yellow "Request to Speak" form located by the door. After being recognized by the Mayor, persons are asked to come forward and speak from the lectern, state their name and address, and direct all remarks to the Council as a body and not to individual members of the Council, staff or audience. **Citizen comments and each section of the agenda where public comment is allowed are limited to three (3) minutes.** Questions will be referred to staff and should be answered by staff within a reasonable period of time following the date of the meeting. Order and decorum will be preserved at all meetings. Personal, impertinent or slanderous remarks are not permitted. Thank you.

5. Unfinished Business

- a. Updated Conceptual Plan for Wallace Field (40 minutes)

6. New Business

- a. Selection of candidates for Cornerstone Charter Academy (CCA) Board seats (45 minutes)
- b. Proposed ordinance for lot splits (15 minutes)
- c. Approval of BING grant for Belle Isle West (10 minutes)

7. Attorney Report

8. City Manager Report

- a. Issues Log
- b. Chief's Report

9. Chief's Report

10. Items from Council

11. Adjournment

"If a person decides to appeal any decision made by the Council with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F. S. 286.0105). "Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office (407-851-7730) at least 48 hours in advance of the meeting." --Page 1 of 75



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

Present was:

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

Absent was:

Commissioner Mike Sims

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

CALL TO ORDER

Vice Mayor Readey called the City Council Workshop Session to order at 6:30 pm and led the Pledge to the flag. City Manager Francis informed the Council that Commissioner Sims would not be present for the workshop.

ALTERNATIVE FUNDING SOURCES DISCUSSION

City Manager Francis provided a copy of the Orange County Millage Rates for 2009-2018 and said the City of Belle Isle is the only municipality that has not had a tax increase for the past ten years. He further provided a list from the Florida League of Cities stats on Revenue Sources. He spoke on the City's need to look to several revenue sources besides property taxes to continue to provide the services that residents have to expect from the City. Mr. Francis spoke on Franchise Fees and Non-AD Valorem assessments that include Street/Sidewalk Improvements, MSTU, Local Government Neighborhood Improvement Districts, Street Lighting and Special Assessments for Infrastructure Projects.

Mr. Francis addressed certain areas in the City that was experiencing flooding issues. He stated that the City could not impose a tax when only a few residents benefit from the project; however, a special assessment may be considered. Mr. Francis stated a State Law that states individual stormwater cannot contribute to, or encroach on the neighbors' problem.

Comm Readey asked if the City will be experiencing a revenue shortage shortly. Mr. Francis said it is likely because the services the residents have come to expect will be funded from the General Fund to maintain.

Council discussed the following options for consideration,

Other Sustainable/Renewable Revenue Resources

- Solar City – City can provide their utilities
- Sidewalk repair – Have residents be responsible for their sidewalk repair
- Tree Care - The homeowner should maintain trees on residential property and ROW
- Utility Tax - Create a utility tax for paving cost only
- Create a Street Light Ad Valorem Tax – Electricity (Duke Energy)
- Franchise Fee – Create a franchise fee for utilities (gas and telecommunications)
- Property Review - Review of the current property list for the City to ensure all parcels are paying existing stormwater and garbage fees. Council discussed hiring a third party vendor for the initial review of ad valorem and communication fees, or should it be staff responsibility.
- MSTU Tax (Fire) collected by Orange County and not paid through the General Fund. Pass the cost/fee directly to residents who utilize the EMS/Fire services more frequently (i.e., hotels, assisted living facilities)
- Annexation possibilities on the east side of the City (Daetwyler, Hoffner, Judge, and McCoy)
- Grant opportunities – Create an elected official/volunteer budget committee or task force
- Cost sharing revenue with the City of Edgewood with smaller projects
- Installation of Red Light Cameras

Communication

- Provide handouts/materials with upcoming tax increases before adoption
- Establish a goal and create a budget analysis of the total cost/shortfalls for review before starting a project
- Provide education to residents via video on revenue options during the implementation phase and provide resources to help reduce certain utilities/cost.

CITIZEN COMMENT

Mayor Fouraker opened for citizen comment.

- Clay Van Kamp proposed looking at the top 20 expenses and find ways to reduce cost and look for external funding if needed to maintain the continued services.
- Ralph Yarborough spoke on the hardship this may cause to those on a low/fixed income. Controlling the cost should be the priority.

Mayor Fouraker asked the City Clerk if there were any further comments asked on the Facebook page. The City Clerk said there were 4-posts but no questions posted.

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

After discussion, Council consensus was to have staff research several of the options and provide a report to include

- Post the link to the Franchise Fee webinar to the City's website
- Investigate with the County on gas tax revenue
- Cost projection and comparisons to revenue and shortfalls
- Request information from the County on the ownership of the ROW off of Hoffner
- Contact County and City of Edgewood on the MSTU on Fire Services
- Create top 3 target areas to annex into the City with an analysis showing the added cost and incoming revenue.
- Contact Orange County and the City of Edgewood on MSTU Tax (Fire) collected by Orange County and not paid through General Fund
- Create a threshold and pass the cost/fee directly to residents who utilize the EMS/Fire services more frequently (i.e., hotels, assisted living facilities)
- Research external revenue options, i.e. red light cameras

ADJOURNMENT

There being no further business Mayor Fouraker closed the workshop discussion at 8:25 p.m.

Yolanda Quiceno, CMC, City Clerk



Belle Isle Police Department

June 14, 2018

Interoffice Memorandum:

TO: Bob Francis
City Manager

FROM: Chief Laura Houston *LH*

RE: Removal of Items from Inventory

The following Phazzers are no longer functional or legally supported by Phazzer. I am requesting the following items be removed from the Belle Isle Police Department inventory. Please let me know if you need additional information.

ADP0761A1214	DPA0139US0217
DAP0138US0217	DPA0144US0217
DPA0143US0217	DPA0140US0217
DPA0141US0217	DPA0353A0216
DRA0356A0216	DPA0033A0515
DPA0246A1214	ADP0254A1214
ADP0069A0614	

Bob Francis, City Manager

Approved

Disapproved

** Community First **



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

Meeting Date: May 7, 2019

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: Sale of Surplus Property

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

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

Staff Recommendation: Sell the surplus property

Suggested Motion: None

Alternatives: None

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

Attachments: Memoranda from PD



Belle Isle Police Department

April 26, 2019

Interoffice Memorandum:

TO: Bob Francis
City Manager

FROM: Chief Laura Houston *L.H.*

RE: Removal of Items from Inventory

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

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



Bob Francis, City Manager


Approved
Disapproved

Copy to Tracey.

** Community First **



Belle Isle Police Department

April 26, 2019

Interoffice Memorandum:

TO: Bob Francis
City Manager

FROM: Chief Laura Houston *LH*

RE: Request to Surplus Office Furniture

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

Bob Francis, City Manager

Approved

Disapproved

** Community First **



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

Meeting Date: May 21, 2019

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: Conceptual Plan for Wallace Field

Background: At the May 7, 2019 Council meeting, the Council discussed the Wallace Field Conceptual designs submitted to the City for approval by CCA. The City Manager met with representatives of the school and discussed the changes directed by the Council. The City Manager also discussed some of the issues that the neighbors had with the school. The school representatives were not aware of the problems, like softballs coming over the fence, and they will reach out to the neighbors to see what other concerns they have.

The designs be updated to include:

1. Moving the gate between CCA and the Field from the building to the middle of the wall.
2. Keep the restrooms. The City Manager requested that a third restroom (family) be added to the building and that a utility room be added behind the restrooms for storage of restroom cleaning supplies and the restroom plumbing.
3. Reduce the size of the building. The building footprint was not reduced; however, the storage area that was once on the right side of the building (across from the restroom entrances) was removed, but the overhang will remain. Also, the addition of the utility room behind the restroom is necessary so the building should remain the original size. If the Council directs the building be reduced in size then it will be done.
4. The community garden was removed. Additional landscaping will be included on the site plan.
5. Allow for parking on the field if it could not be established elsewhere. The staff looked at trying to put parking on Wallace Street between Matchett and

Randolph, but it is not feasible. If the location of the parking area is not acceptable to the Council, then it can be moved to the building location and the building placed elsewhere. The reason for the building being in its current location was for the possibility of running a sewer line to the closest public sewer and not needing a septic system.

6. Although not depicted on these conceptual plans, the City Engineer has investigated the possibility of underground storage and the Engineer believes that this is very doable. In fact the City Engineer maintains a similar system in other locations.
7. Benches, bat houses and fitness stations will remain.
8. Walking path will remain.
9. No dog area; however dogs will be allowed on-leash. Dog stations will be located in the park.

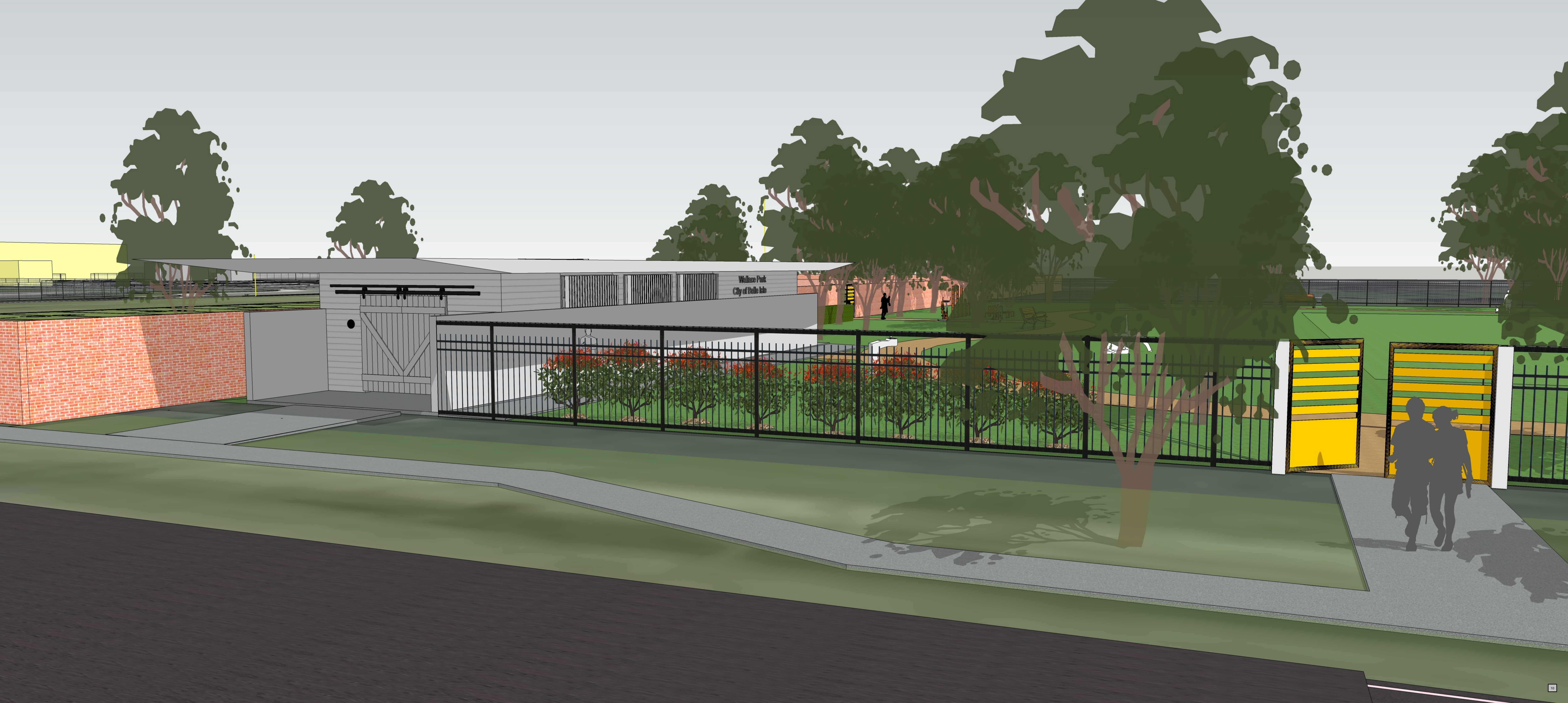
Staff Recommendation: The staff recommends approval of the update conceptual plans.

Suggested Motion: I move we approve the conceptual design for Wallace Field as discussed at tonight's meeting and direct the City Manager to work with the school staff in the drafting of a site plan.

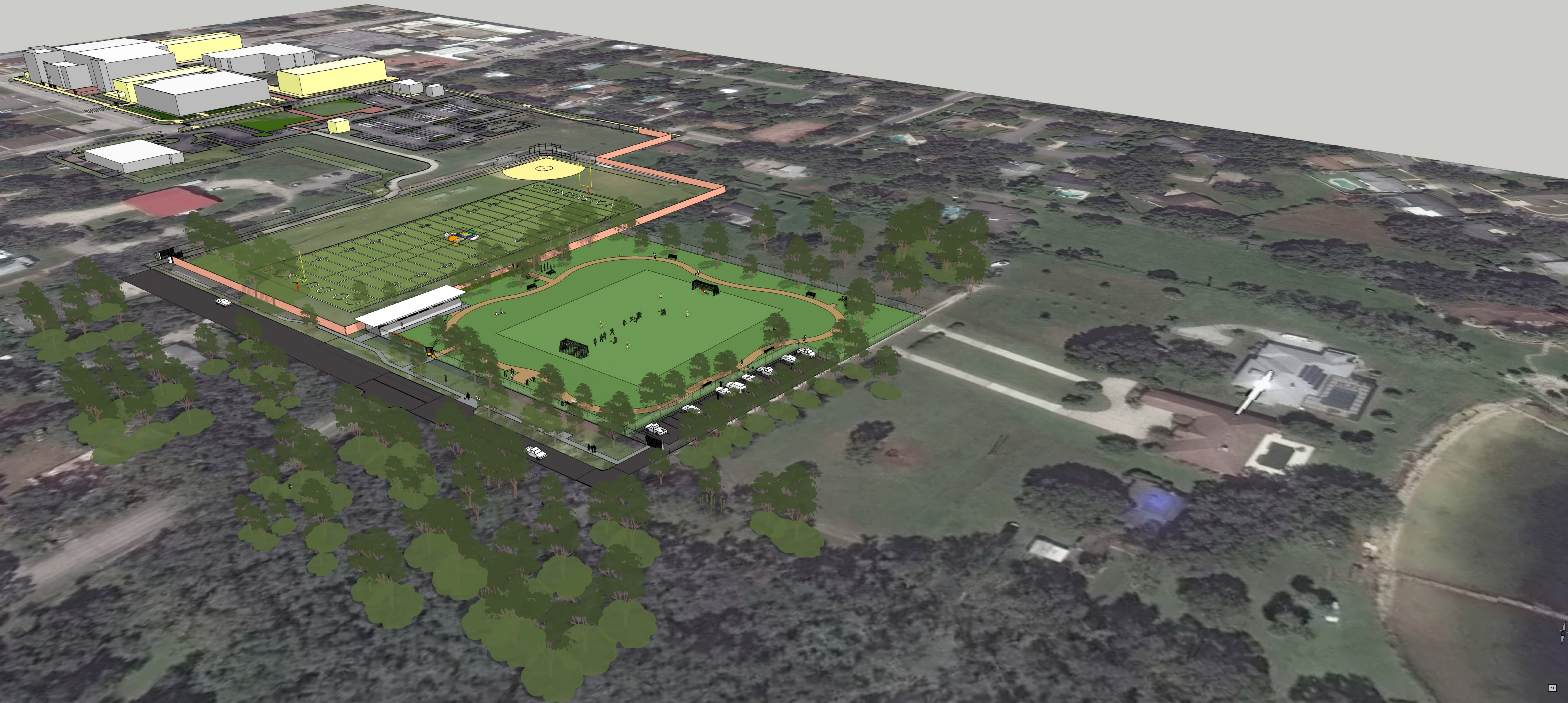
Alternatives: Do not approve, but provide further guidance to staff on design..

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

Attachments: Design concepts 1 to 6

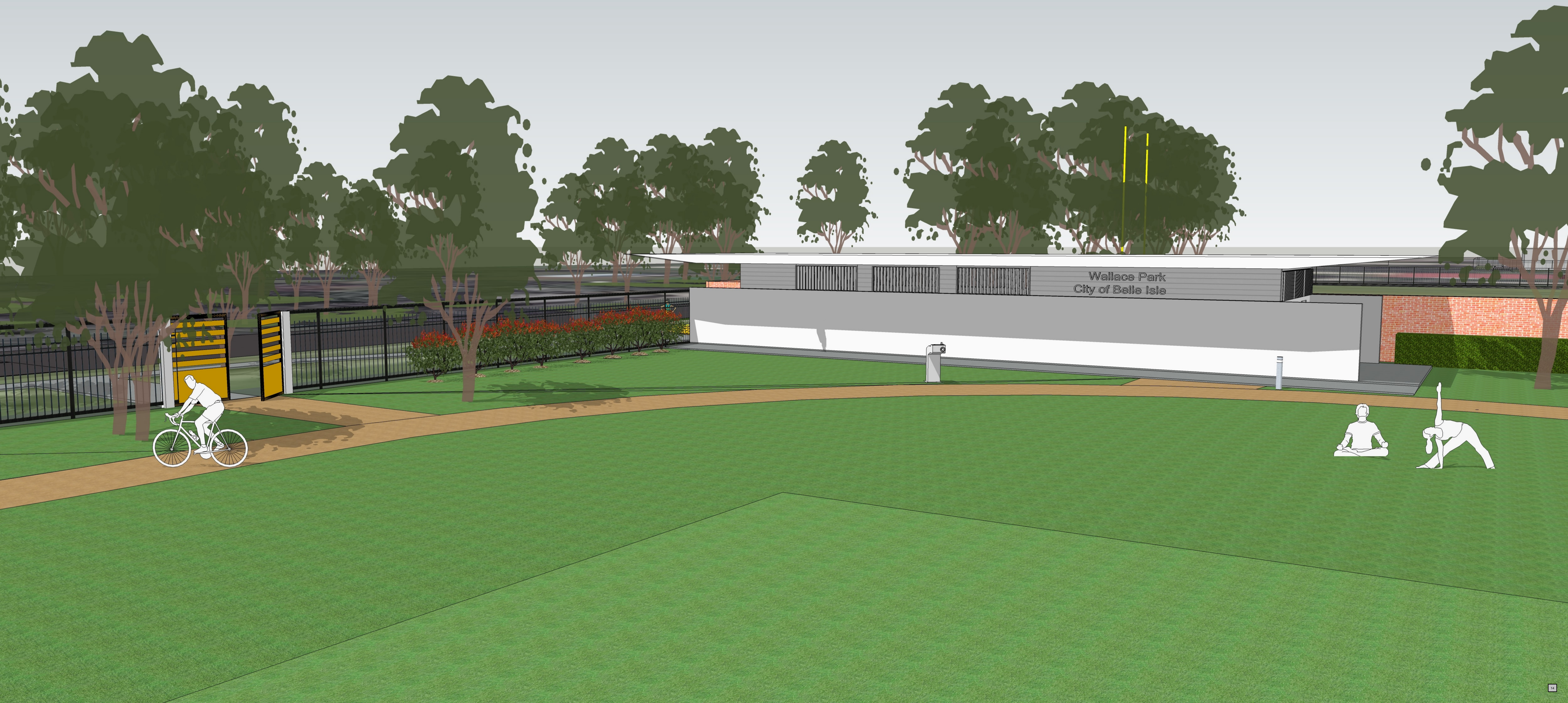


Wallace Park
City of Belle Isle









Wallace Park
City of Belle Isle



WALLACE PARK
CHILDREN'S PLAY CENTRE



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

Meeting Date: May 21, 2019

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: Cornerstone Charter Academy (CCA) Board Selection

Background: The City of Belle Isle is responsible for nominating two candidates to the CCA Board of Directors. The CCA by-laws state that the CCA Board must confirm the City's appointments.

Excerpt from the 2016 CCA By-Laws: *Notwithstanding the foregoing, during the April 2017 meeting of the Board, the City Council of Belle Isle, Florida shall be permitted to nominate two (2) non-elected individuals, submitted for confirmation by the Corporation, to serve on the Corporation's Board of Directors.* (Section 4.3(b), page 2)

In April 2017, the CCA Board did not confirm any of the candidates nominated for the seats until the Board confirmed the nomination of Karl Shuck in 2018 (Mr. Shuck was already a member of the CCA Board at the time of his confirmation). The Council forwarded other nominations to the CCA Board, but they were also not confirmed by the Board; therefore one city-nominated seat was left vacant.

The City advertised for candidates to fill the two positions and received applications from:

Jennifer Hummel
John Evertsen
Daniel Springen
Randy Holihan
Charlyne Cross
Ralph Armstead

Additionally, after the CCA Board appointed their members, the Board sent the additional applications to the City for consideration:

David Burr
Adeel Mirza
Edith Britton

Although there is no requirement in the by-laws that city candidates be residents, it appears that Mr. Burr and Ms. Britton are not Belle Isle residents from the addresses on their applications.

The City contacted each candidate and invited them to come to the meeting in the event that Council has additional questions or needs additional information.

Staff Recommendation: Since the CCA Board has to confirm the candidates, it is suggested that the Council refer 3-4 candidates to the CCA Board and let the CCA Board conduct the final interview, selection, and confirmation. The staff recommends that this be the selection process until such time that the CCA Board changes the by-laws giving confirmation authority to the City Council for City-appointed seats.

Suggested Motion: I move that we select the following applicants be sent to to the CCA Board for confirmation: (SELECT 3-4 NAMES)

Alternatives: Select two names and request the CCA Board confirm the names.

Fiscal Impact: None

Attachments: CCA By-Laws
Applications

**BYLAWS
OF
CITY OF BELLE ISLE CHARTER SCHOOLS, INC.
A Florida Nonprofit Corporation**

**ARTICLE 1
OFFICES**

The Corporation's principal office shall be fixed and located initially at 5903 Randolph Avenue, Orlando, Florida 32809, or as the Board of Directors ("Board") shall determine. The Board is granted full power and authority to change the principal office from one location to another.

**ARTICLE 2
PURPOSE**

The specific and general purposes of the corporation are described in the Articles of Incorporation.

**ARTICLE 3
NO MEMBERS**

Section 3.1 No Members

The Corporation shall have no members. Any action, which would otherwise by law require approval by a majority of all members or approval by the members shall require only approval of the Board. All rights which would otherwise by law vest in the members shall vest in the Board.

**ARTICLE 4
DIRECTORS**

Section 4.1 General Powers

Subject to the limitations of the Florida not-for-profit Corporation law, the Corporation's Articles of Incorporation and these Bylaws, the activities and affairs of the Corporation shall be conducted and all corporate powers shall be exercised by or under the direction of the Board. The Board may delegate the management of any of the Corporation's activities to any person(s), educational service provider or committees, however composed, provided that the activities and affairs of the Corporation shall be managed and all corporate powers shall be exercised under the ultimate direction of the Board. No assignment, referral or delegation of authority by the Board or anyone acting under such delegation shall preclude the Board from exercising full authority over the conduct of the Corporation's activities, and the Board may, subject to contractual obligations as may exist, rescind any such assignment, referral or delegation at any time.

Section 4.2 Specific Powers

Without prejudice to its general powers, but subject to the same limitations set forth above, the Board shall have the following powers in addition to any other powers enumerated in these Bylaws and permitted by law:

- a. To select and remove all of the officers, agents and employees of the Corporation; to prescribe powers and duties for them which are not inconsistent with law, the Corporation's Articles of Incorporation or these Bylaws; and to fix their compensation;
- b. To conduct, manage and control the affairs and activities of the Corporation and to make such rules and regulations therefore which are not inconsistent with the law, the Corporation's Articles of Incorporation or these Bylaws, as it deems best;
- c. To adopt, make and use a corporate seal and to alter the form of the seal from time to time, as it deems best;

- d. To borrow money and incur indebtedness for the purpose of the Corporation, and to cause to be executed and delivered therefore, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecation's and other evidences of debt and securities therefore;
- e. To act as trustee under any trust incidental to the principal object of the Corporation, and receive, hold, administer, exchange and expend funds and property subject to such trust;
- f. To acquire by purchase, exchange, lease, gift, devise, bequest, or otherwise, and to hold, improve, lease, sublease, mortgage, transfer in trust, encumber, convey or otherwise dispose of real and personal property;
- g. To assume any obligations, enter into any contracts or other instruments, and do any and all other things incidental or expedient to the attainment of any corporate purpose; and
- h. To carry out such other duties as are described in the Charter Contract and the Articles of Incorporation.

Section 4.3 Number, Election and Term and Related Matters

- a. The authorized number of voting Directors shall be no fewer than three (3) and no greater than nine (9) until changed by amendment of these Bylaws. In accordance with the provisions herein, one of the Directors shall be the Mayor of Belle Isle, Florida (the "Mayoral Director").
- b. Directors, with the exception of the Mayoral Director whose appointment to the Board shall be governed by the provisions of Section 4.3(k) herein, shall be elected at a duly organized meeting of the Board of Directors. Notice of the Board's intention to elect a Director shall be included in the agenda for that meeting of the Board and shall be publicly announced. Notwithstanding the foregoing, during the April 2017 meeting of the Board, the City Council of Belle Isle, Florida shall be permitted to nominate two (2) non-elected individuals, submitted for confirmation by the Corporation, to serve on the Corporation's Board of Directors: one (1) voting Director, and one (1) Director honorarius (i.e. non-voting) (the "Council Directors"). The first Council Director nomination to be confirmed by the Corporation shall be a voting Director and shall serve for a term in accordance with the provisions of Section 4.3(d) herein. The second Council Director nomination to be confirmed by the Corporation shall be Director honorarius until such time the mayoral term of the current Mayoral Director ends. At that time, the Mayoral Director shall become an Emeritus Director as stated in Section 4.3(h), any subsequent Mayoral Directors shall be non-voting members as stated in Section 4.3(k) and the Council Director honorarius shall become a full voting Director, and shall serve for a term in accordance with the provisions of Section 4.3(d) herein.
- c. In order to elect a new Director (with the exception of the Mayoral Director and Council Directors), the Board shall announce the vacancy to the public, including City of Belle Isle Charter Schools, Inc. parents, teachers, and schools, and invite applications from qualified persons all as described by the Board. Board members are encouraged to solicit applications from qualified persons. The Chairman shall conduct an initial review and evaluation of all applications and make recommendations for candidate nominations to the Board. Following review and discussion of the nominations, the Board will proceed to elect any new Director(s).
- d. A Director shall be elected for a term of not more than three (3) years, with the exception of the Mayoral Director, who shall serve for a term in accordance with the provisions of Section 4.3(k) herein. The duration of the term of each Director shall be staggered so as to promote

continuity in the Board. The Board shall establish the term for a newly elected Director before the election, in order to stagger the terms of each member of the Board. A Director may seek re-election to the Board at the end of any term.

- e. The Board shall endeavor to be comprised of a diverse group of accomplished professional, academic, business, and/or civic minded individuals who are committed to the mission of City of Belle Isle Charter Schools, Inc.
- f. Unless otherwise permitted by these Bylaws, persons holding elected office, persons who are employed by any school owned by City of Belle Isle Charter Schools, Inc., or persons who are relatives of any employees of City of Belle Isle Charter Schools, Inc., are not eligible for, and shall not be elected to serve on, the Board.
- g. Persons who are officers or directors of a sponsor or an educational service provider for City of Belle Isle Charter Schools, Inc. are not eligible and shall not be elected to serve on the Board of City of Belle Isle Charter Schools, Inc., so as to avoid potential conflicts of interest.
- h. The Board shall invite every Director who has successfully completed their term as Director, to participate in an advisory capacity to the board as Emeritus Directors. Emeritus Directors on the advisory board are invited to attend Board meetings and other school functions, provide advice and counsel to the Board, but shall have no voting power.
- i. Directors must be fingerprinted within thirty (30) days of their appointment.
- j. In no event shall a person be seated on the Board where they are deemed ineligible or disqualified in accordance with applicable law.
- k. To foster a culture of collaboration and cooperation between the Corporation and the City of Belle Isle, the Mayoral Director as of the date of June 22, 2016, shall be a voting Director of the Corporation. The Mayoral Director's term on the Board shall be coterminous with her term as Mayor of Belle Isle. All subsequent Mayoral Directors shall be non-voting Directors during their respective mayoral terms.

Section 4.4 Resignation and Removal

Any Director may resign effective upon giving written notice to the Board, unless the notice specifies a later effective time. If the resignation is effective at a future time, a successor may be selected (by the existing President) before such time, to take office when the resignation becomes effective. A Director may be removed without cause by a majority of the Directors then in office.

Section 4.5 Vacancies

- a. A Board vacancy or vacancies shall be deemed to exist if any Director dies, resigns, or is removed, or if the authorized number of Directors is increased.
- b. The Board may elect a Director to the Board in order to fill a vacancy. With the exception of the Mayoral Director, new Directors shall be elected pursuant to the procedures in Section 4.3 and may be elected by a vote of the majority of the existing Directors although less than a quorum may exist. Each Director so elected shall hold office until a successor has been appointed and qualified.
- c. Any vacancies of a Council Director shall be filled in the same manner described in Section 4.3(b) whereby the City Council of Belle Isle, Florida shall be permitted to nominate a non-elected individual in order to fill the vacancy, and shall submit same for confirmation by the Corporation. If a nominee is not confirmed by the Corporation, the City Council shall nominate a new non-elected individual in order to fill the vacancy, and shall submit same for

confirmation by the Corporation until the vacancy is filled. Each confirmed Council Director shall have the same voting status as, and shall serve for the remaining term of, the Council Director vacancy being filled.

- d. The Board shall declare vacant the office of any Director who has been convicted of a felony, or whose fingerprint results reveal non-compliance with standards of good moral character.
- e. No reduction of the authorized number of Directors shall have the effect of removing any Director prior to the expiration of the Director's term of office.
- f. The Board shall develop an orientation and training program for new Directors and an annual continuing education program for existing Directors.

Section 4.6 Place/Notice of Meetings

Meetings of the Board may be held at the principal office of the Corporation or at any other place that has been designated in the notice of the meeting by resolution of the Board. Appropriate notices of the meeting complying with Florida law shall be posted. Any board member, or officer of the Corporation shall place any desired item on the agenda of any Board meeting by notifying the then-acting Secretary of the Corporation, or the Secretary's designee, in writing, no later than 5 business days prior to the scheduled Board meeting, and providing a description of the proposed agenda item.

Section 4.7 Annual Meetings

An annual meeting of the Board shall be held during June of each year at the time and place designated by the Board for the purposes of organization, election of officers, and the transaction of such other business as may come before the Board. The President of the Corporation shall preside at the annual meeting of the Directors.

Section 4.8 Quarterly Meetings

Quarterly meetings of the Board shall be held on such dates and at such times and places as may be from time to time fixed and notified by the Board.

Section 4.9 Special Meetings

- a. Special meetings of the Board for any purpose(s) may be called at any time by the Chairman of the Board, if there is such an officer, the President, Vice-Chairman, or the Secretary.
- b. Special meetings of the Board may be held after each Director has received notice by mail, telecopy, e-mail or telephone.
- c. Oral notice shall be deemed received at the time it is communicated, in person or by telephone or wireless, to the recipient or to a person at the office of the recipient whom the person giving the notice has reason to believe will promptly communicate it to the receiver.

Section 4.10 Quorum and Voting

One half (1/2) of the authorized Directors then in office, rounded up to the next full number if one half would include a fraction, shall constitute a quorum. The Board shall attempt to reach a general consensus on all actions before the Board; provided, however, that every act or decision done or made by a majority of the Directors present at a meeting duly held at which a quorum is present is an act of the Board. A meeting at which a quorum is initially present may continue to transact business notwithstanding the withdrawal of Directors, if any action taken is approved by at least a majority of the required quorum for such meeting.

Section 4.11 Waiver of Notices

Notice of meeting need not be given to any Director who signs a waiver of notice, a written consent to the holding of the meeting, an approval of the minutes of the meeting, whether before or after the meeting, or who attends the meeting without protesting the lack of notice prior thereto or at its commencement. All such waivers, consents and approvals shall be filed with the corporate records or made a part of the minutes of the meetings.

Section 4.12 Adjournment

A majority of the Directors present, whether or not a quorum is present, may adjourn any Director's meeting to another time and place. If a meeting is adjourned for more than twenty-four (24) hours, notice of such adjournment to another time or place shall be given, prior to the time scheduled for the continuation of the meeting, to the Directors who were not present at the time of the adjournment.

Section 4.13 Rights of Inspection

Every Director has the absolute right to inspect and copy all books, records and documents of every kind and to inspect the physical properties of the Corporation provided such inspection is conducted at a reasonable time after reasonable notice, and provided that such right of inspection and copying is subject to the Corporation's obligations to maintain the confidentiality of certain books, records and documents under any applicable federal, state or local law.

Section 4.14 Fees and Compensation

Directors shall not receive compensation for their services; however, the Board may approve the reimbursement of a Director's actual and necessary expenses incurred in the conduct of the Corporation's business. The Corporation shall carry liability insurance covering the Directors and officers of the Corporation as described on the Charter on the conduct of the Corporation's business.

Section 4.15 Standard of Care

- a. A Director shall perform all duties of a Director in good faith, in a manner such Director believes to be in the best interests of the Corporation and with such care, including the duty to make all reasonable inquiries, as an ordinarily prudent person in a like situation would use under similar circumstances.
- b. In performing the duties of a Director, a Director may rely on information, opinions, reports or statements, including financial statements and other financial data, in each case prepared or presented by:
 1. One or more officers or employees of the Corporation whom the Director believes to be reliable and competent in the matters presented;
 2. Legal counsel, independent accountants or other persons as to matters that the Director believes to be within such person's professional or expert competence; or
 3. A committee of the Board upon which the Director does not serve as to matters within a designated authority, provided the Director believes that the committee merits confidence and the Director acts in good faith, after reasonable inquiry when the need therefore is indicated by the circumstances, and without knowledge that would cause such reliance to be unwarranted.

ARTICLE 5 OFFICERS

Section 5.1 Officers

The officers of the Corporation shall be President, Chairman, Vice-Chairman, Vice-President(s), Secretary, and Treasurer. The Corporation may also have, at the discretion of the Board, one or more Assistant Vice Presidents, one or more Assistant Secretaries, one or more Assistant Treasurers, and

such other officers as may be elected or appointed. Any number of offices may be held by the same person. Unless otherwise stated, officers need not be a director, or a member of the governing board, in order to hold an office. An officer who does not also serve as a director or a member of the governing board, is not subject to the prohibition against receiving fees or compensation for services rendered to the Corporation.

5.1.1 Chair

The Board shall nominate and elect its Chairman at a duly noticed meeting of the Board. The Chairman shall serve for a term of one year and may seek re-election as Chairman at the end of any term. The Chairman shall also serve as the President of City of Belle Isle Charter Schools, Inc. for as long as he or she serves as Chairman. The Chairman may be removed from office as Chairman without cause at any time upon an affirmative vote of a majority of the Directors of City of Belle Isle Charter Schools, Inc.:

- a. The Chair shall be the presiding officer at all meetings of City of Belle Isle Charter Schools, Inc.,
- b. The Chair shall appoint all of the chairs of committees and all members of all committees, subject to the approval or ratification of City of Belle Isle Charter Schools, Inc., All such committee chairs and members of committees shall serve at the pleasure of the Chair and the Chair may remove the chair(s) of any such committee and any committee member, without cause at any time.
- c. The Chair shall serve as a nonvoting, ex officio member of all committees of the City of Belle Isle Charter Schools, Inc., and the presence of the Chair may count as quorum at any committee meeting.

5.1.2 Vice-Chair

The Board shall nominate and elect a Vice-Chairman at a duly noticed meeting of the Board. The Vice-Chairman shall serve for a term of one year and may seek re-election as Vice-Chairman at the end of any term. The Vice-Chairman may be removed from office as Vice-Chairman without cause at any time upon an affirmative vote of a majority of the Directors of City of Belle Isle Charter Schools, Inc,

- a. The Vice Chairman shall be the presiding officer at any meeting when the Chairman of City of Belle Isle Charter Schools, Inc, is absent.
- b. In the event that the office of the Chairman is vacant, the Vice-Chairman shall assume the duties and powers of the Chairman until such time as the office of the Chairman is no longer vacant.

Section 5.2 Election

The officers of the corporation, shall be chosen at the annual meeting of the Board by and shall serve at the pleasure of the Board, and shall hold their respective offices until their resignation, removal or other disqualification from service, or until their respective successors shall be elected.

Section 5.3 Subordinate Officers

The Board may elect, and may empower the President to appoint, such other officers as the business of the Corporation may require, each of whom shall hold office for such period, have such authority, and perform such duties as are provided in these Bylaws or as the Board may from time to time determine.

Section 5.4 Removal

Any officer may be removed, either with or without cause, by the Board at any time or, except for an officer chosen by the Board, by any officer upon whom the Board may confer such power of

removal. Any such removal shall be without prejudice to the rights, if any, of an officer under any contract of employment.

Section 5.5 Resignation

Any officer may resign at any time by giving written notice to the Board; such resignation may not prejudice the rights, if any, of the Corporation under any contract to which the officer is a party. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 5.6 Vacancies

A vacancy in any office because of death, resignation, removal, disqualification or any other cause shall be filled in the manner prescribed in these Bylaws for regular election or appointment to such office, provided that such vacancies shall be filled as they occur and not on an annual basis.

Section 5.7 President

Subject to such powers, the President is the general manager and chief executive officer of the Corporation and has, subject to the control of the Board, general supervision, direction and control of the business and officers of the Corporation. The President has the general management powers and duties usually vested in the office of the President and general manager of a Corporation as well as such other powers and duties as the Board may prescribe from time to time.

Section 5.8 Vice-President

Vice-President(s) that are not Director(s) shall have non-voting position(s) in the Corporation. The Vice-President(s) shall have such powers and perform such duties as the Board may prescribe from time to time.

Section 5.9 Secretary

- a. The Secretary shall keep or cause to be kept, at the principal office or such other place as the Board may order, a book of minutes of all meetings of the Board and its committees, including the following information for all such meetings; the time and place of holding; whether regular or special; if special, how authorized; the notice thereof given; the names of those present and absent, and the proceedings thereof. The Secretary shall keep, or cause to be kept, at the principal office in the State of Florida, the original or a copy of the Corporation's Articles of Incorporation and Bylaws, as amended to date, and a register showing the names of all directors and their respective addresses. The Secretary shall keep the seal of the Corporation and shall affix the same on such papers and instruments as may be required in the regular course of business, but failure to affix it shall not affect the validity of any instrument.
- b. The Secretary shall give, or cause to be given, notice of all meetings of the Board and any committees thereof required by these Bylaws or by law to be given, and shall distribute the minutes of meetings of the Board to all its members promptly after the meetings; shall keep the seal of the Corporation in safe custody; shall see that all reports, statements and other documents required by law are properly kept or filed, except to the extent the same are to be kept or filed by the Treasurer; and shall have such other powers and perform such other duties as may be prescribed from time to time by the Board.

5.10 Treasurer

- a. The Treasurer or President of the Corporation shall keep and maintain, or cause to be kept and maintained, adequate and correct accounts of the properties and business transactions of the Corporation, including accounts of its assets, liabilities, receipts and disbursements. The books of account shall at all times be open to inspection by any Director.
- b. The Treasurer or President shall deposit, or cause to be deposited, all money and other valuables in the name and to the credit of the Corporation with such depositories as may be designated from time to time by the Board. The Treasurer or President shall disburse, or cause to be disbursed, the funds of the Corporation as may be ordered by the Board, and shall render to the Directors, upon request, an account of all transactions and of the financial condition of the Corporation. The Treasurer or President shall present, or cause to be presented, an operating statement and report, since the last preceding regular Board meeting, to the Board at all regular meetings. The Treasurer shall have such powers and perform such other duties as may be prescribed from time to time by the Board.

ARTICLE 6 COMMITTEES

Section 6.1 Board Committees

The Board may, by resolution adopted by a majority of the Directors then in office, provided that a quorum is present, create one or more standing or ad hoc committees, each consisting of at least two (2) members of the Board, to serve at the pleasure of the Board.

ARTICLE 7 OTHER PROVISIONS

Section 7.1 Validity of Instrument

Subject to the provision of applicable law, any note, mortgage, evidence of indebtedness, contract, conveyance or other written instrument and any assignment or endorsement thereof executed or entered into between the Corporation and any other person, shall be valid and binding on the Corporation when signed by the President or any Vice President and the Secretary or Treasurer of the Corporation, unless the other person has actual knowledge that the signing officers has no authority to execute the same. Any such instruments may also be signed by the Board or a designated member of the Board.

Section 7.2 Construction and Definitions

Unless the context otherwise requires, the general provisions, rules of construction, and definitions contained in the Nonprofit Corporation Law of the State of Florida shall govern the construction of these Bylaws. Without limiting the generality of the foregoing, words in these Bylaws shall be read as the masculine or feminine gender, and as the singular or plural, as the context requires, and the word "person" includes both the Corporation and a natural person. The captions and headings in these Bylaws are for convenience of reference only and are not intended to limit or define the scope or effect of any provision.

Section 7.3 Fiscal Year

The fiscal year of the Corporation shall be set by the Board to run concurrently with the fiscal year of the schools owned by Corporation.

Section 7.4 Conflict of Interest

Any Director, officer, key employee, or committee member having an interest in a contract or other transaction presented to the Board or a committee thereof for authorization, approval, or ratification shall make a prompt, full and frank disclosure of his or her interest to the Board or committee prior to its acting on such contract or transaction. Such disclosure shall include all relevant and material facts known to such person about the Corporation's interest.

Section 7.5 Interpretation

In any instance in which the provisions of these Bylaws are in conflict with the provisions of the Articles of Incorporation, the provisions of these Bylaws shall control.

Section 7.6 Robert's Rules

All Board meetings and committee meetings shall be conducted in accordance with Roberts Rules of Order. In any instance in which the provisions of these Bylaws are in conflict with the provisions of Robert's Rules of Order, the provisions of the Bylaws shall control.

ARTICLE 8
AMENDMENTS

Section 8.1 Bylaws

These Bylaws may be adopted or these Bylaws may be amended or repealed by a majority vote of the Board of Directors.

CERTIFICATE OF ADOPTION OF BYLAWS

I certify that I am the elected and acting Secretary of City of Belle Isle Charter Schools, Inc., a Florida nonprofit Corporation, and that the foregoing Bylaws constitute the Bylaws of such Corporation as adopted by the Board of Directors.



SECRETARY

CORNERSTONE CHARTER ACADEMY CORNERSTONE
CHARTER ACADEMY HIGH SCHOOL Governing Board
Candidate Application

Date: 4/22/2009

Name: JOHN ADGER EVERISEN
First Middle Last

Home Address: 5034 JOURNAL AVE BELLE ISLE FL 32812
(Street) (City) (State) (Zip)

Phone: 407-341-4382 E-mail: JOHN@EVERISEN.COM

Employer Name: CITY OF ORLANDO

Title / Position: Park Manager

Type of business or organization: _____

Do you have any children attending Cornerstone Charter Academy? DID - 2.

Are you willing, if selected, to be fingerprinted and subjected to a criminal background check? Yes No

Please Check each area of expertise you would contribute to the board:

- | | |
|--------------------------------------------------------|-------------------------------------------------|
| <input checked="" type="checkbox"/> Community Service | <input checked="" type="checkbox"/> Management |
| <input type="checkbox"/> Fund Raising | <input type="checkbox"/> Public Relations |
| <input type="checkbox"/> Marketing | <input type="checkbox"/> Grant Writing |
| <input checked="" type="checkbox"/> Parent Involvement | <input type="checkbox"/> Other (please specify) |
| <input type="checkbox"/> Education | |
| <input type="checkbox"/> Law | |
| <input checked="" type="checkbox"/> Personnel | |
| <input type="checkbox"/> Finance | |

Please tell us anything else you'd like to share: would love to help build
the school in the future. As a long time resident,
past CA parent I feel my community insight would be
an asset to the board

****Please attach a resume / curriculum vitae to this application.**

Thank you very much for applying

Please return this application to Bob Francis (City of Belle Isle City Manager)
<mailto:bfrancis@belleislefl.gov>



**CORNERSTONE CHARTER ACADEMY
CORNERSTONE CHARTER ACADEMY HIGH SCHOOL
Governing Board Candidate Application**

Date: April 22, 2019

Name: Ralph Armstead
First Middle Last

Home Address: 1765 Pam Circle Belle Isle Fl 32809
(Street) (City) (State) (Zip)

Phone: (407) 481-2322 E-mail: ralph@ralpharmsteadlaw.com

Employer Name: Ralph Armstead, L.L.C

Title / Position: Attorney at Law

Type of business or organization: Law Firm

Do you have any children attending Cornerstone Charter Academy? No

Are you willing, if selected, to be fingerprinted and subjected to a criminal background check? Yes No

Please Check each area of expertise you would contribute to the board:

- | | |
|--------------------------------------------------------|-------------------------------------------------|
| <input checked="" type="checkbox"/> Community Service | <input type="checkbox"/> Management |
| <input type="checkbox"/> Fund Raising | <input type="checkbox"/> Public Relations |
| <input type="checkbox"/> Marketing | <input type="checkbox"/> Grant Writing |
| <input checked="" type="checkbox"/> Parent Involvement | <input type="checkbox"/> Other (please specify) |
| <input type="checkbox"/> Education | |
| <input checked="" type="checkbox"/> Law | |
| <input type="checkbox"/> Personnel | |
| <input type="checkbox"/> Finance | |

Please tell us anything else you'd like to share: I look forward to serving and being a faithful board member.

****Please attach a resume / curriculum vitae to this application.**

Thank you very much for applying

Please return this application to Kelly Mallon (Board Liaison) kmallon@academica.org

RALPH ARMSTEAD

1765 Pam Circle • Orlando, FL 32809 • Off: (407) 765-7572 • Hm: (407) 438-3524 • (407) 843-0045

EMPLOYMENT HISTORY

- June 2003 - Present **Ralph Armstead, LLC**
Attorney & Counselor at Law
- June 1996 - March 31, 2003 **Chief Executive Officer of Greater Orlando Area Legal Services (GOALS)**
GOALS is a tri-county (Orange, Lake, Osceola) civil legal service provider for indigent clients. Responsible for substantive, administrative, financial, leadership and management of the organization.
- March 1988 - June 1996 **Greater Orlando Area Legal Services, Inc.**
1036 W. Amelia Street, Orlando, FL 32805

Staff Attorney
Provided legal services to indigent clients in the areas of housing, civil rights, employment discrimination, and consumer relations.
- Dec. 1987 - March 1988 **1765 Pam Circle, Orlando, FL 32809**
Private Practice

General Practice of Criminal, Civil, and Administrative Law
- Aug. 1985 - Nov. 1987 **Law Offices of Morrell, Williams, Thompson & Armstead**
924 North Magnolia Avenue, Suite 100
Orlando, FL 32803

General Practice of Criminal, Civil and Administrative Law
- July 1982 - July 1985 **Assistant Attorney General**
Department of Legal Affairs
Florida Real Estate Commission
400 W. Robinson Street, Suite 212
Orlando, FL 32801

Legal Advisor - Florida Real Estate Commission
Duties included: rendering informal written and oral opinions to members of the regulated profession and the general public concerning Florida's real estate license law and the rules promulgated pursuant thereto; drafting proposed rules; recommending adjudications concerning escrow deposits made pursuant to contracts for sale of real estate and the real estate Recovery Fund and defending the Commission in administrative actions brought against it for denying an applicant the

Jan. 1982 - July 1982

**Ninth Judicial Circuit, Felony Division
250 North Orange Avenue, Suite 900
Orlando, FL 32801**

Assistant Public Defender

Duties consisted of defending indigent persons charged with committing criminal offenses against the State of Florida

July 1981 - Dec. 1981

**Ninth Judicial Circuit, Misdemeanor Division
250 North Orange Avenue, Suite 900
Orlando, FL 32801**

Assistant Public Defender

Duties consisted of defending indigent persons charged with committing criminal offenses against the State of Florida

April 1980 - June 1981

**Ninth Judicial Circuit, Juvenile Division
2111 E. Michigan Avenue
Orlando, FL 32801**

Division Chief

Duties consisted of supervising attorneys and administrative staff in rendering legal services for indigent children charged with committing delinquent offenses against the State of Florida

Sept. 1978 - March 1980

**Legal Services of North Florida, Inc.
822 North Monroe Street
Tallahassee, FL**

Senior Attorney

Supervised attorneys and provided legal services to indigent clients in the areas of housing, civil rights, income maintenance, public benefits, employment, health, consumer and domestic relations

March 1978 - Sept. 1978

**Florida Legal Services, Inc.
Employment Law Project
540 West Brevard Street
Tallahassee, FL**

Director/Attorney

Supervised attorneys and administrative staff in rendering legal services to indigent clients in the areas of housing, civil rights, income maintenance, public benefits, employment, health, consumer and domestic relations

Aug. 1977 - Feb. 1978

**Department of Insurance
Division of Rehabilitation and Liquidation
Building L, Suite 102
John Knox Road, Tallahassee, FL**

Attorney III

Duties consisted of all legal work necessary for conserving, rehabilitating or liquidating domestic insurance companies, eg., foreclosures, accounting, suits to set aside fraudulent conveyances, contracts, torts, etc.

Oct. 1975 - July 1977

**Department of Transportation
Haydon Burns Building
Tallahassee, FL**

Attorney II

Duties consisted of representing the State of Florida in civil lawsuits filed by or against the Department of Transportation in the following areas: torts, contracts, administrative law, workman's compensation and inverse condemnation

Aug. 1974 - Aug 1975

**Law Firm of Ed Duffee, Jr.
548 W. Brevard Street
Tallahassee, FL**

General Practitioner

General Practice of the Civil, Criminal Law and Administrative Law

Sept. 1973 - July 1974

**Department of Banking and Finance
Carlton Building
Tallahassee, FL**

Securities Examiner

Examined intra-state prospectuses of companies offering securities in Florida to ensure that they complied with Florida's Securities Law

June 1973 - Sept. 1973

**Department of Banking and Finance
Carlton Building
Tallahassee, FL**

Legal Assistant

Legal research for General Counsel for Department of Banking and Finance

Graduate

Florida State University
School of Law
Tallahassee, FL
Degree: Juris Doctorate
Graduate: 1972

Florida State University
School of Urban Planning
Tallahassee, FL
Attended: 1970-1971
Hours Completed: 33

MILITARY

Military Policeman
United States Army
SP/5
Honorable Discharge
April 1967 – January 1969

AFFILIATIONS

- Director and past President- Orlando Neighborhood Improvement Corp.- First African American
- Director and past President- Florida Institutional Legal Services (1993-1998)- First African American
- Director and President- Parramore Heritage Renovation, Inc.
- Director- Jackie Robinson Athletic Association, Inc.
- Director- Preserve African American Society, History and Tradition, Inc. (Past)
- Member of Kappa Alpha Psi Fraternity, Inc.
- Member of Delta Theta Psi Fraternity, Inc.
- Member of Orlando Chapter of the National Bar Association
- Member of the Orlando Chapter of the NAACP
- Member and Low Income Advocate- City of Orlando Affordable Housing Advisory Committee- Co-Chairman (1993-1998)
- Chairman of the Ninth Judicial Circuit Judicial Nominating Commission- First African American
- President Orlando Regional Juvenile Detention Center Advisory Board
- Consumer Board Member of State of Florida, Board of Landscape Architecture (1990-1994)- First African American
- Past President and Director. Greater Orlando Legal Service (1986-1988)
- Parliamentarian Florida Chapter National Bar Association (1992-1993)
- Member of the City of Orlando Base Reuse Commission Housing Sub-Committee (1993-1994)
- President of Tallahassee Barristers Association (1978-1979)
- President of the Paul C. Perkins Bar Association (1992-1994)
- Consumer Member, State of Florida Board of Land Surveyors and Mappers- First African American
- Inaugural Chairman, Orange County Enterprise Zone Development Agency (1995-1998)- First Initial Appointment by Board of Orange County, County Commission

**CORNERSTONE CHARTER ACADEMY CORNERSTONE
CHARTER ACADEMY HIGH SCHOOL Governing Board
Candidate Application**

Date: 4/20/19

Name: Jennifer A Hummel
First Middle Last

Home Address: 1634 Wind Willow Rd Belle Isle FL 32809
(Street) (City) (State) (Zip)

Phone: 407.858.1551 E-mail: mollyandmax2@cs.com

Employer Name: Homemaker / Stay at home mom

Title / Position: _____

Type of business or organization: _____

Do you have any children attending Cornerstone Charter Academy? yes, 2 children

Are you willing, if selected, to be fingerprinted and subjected to a criminal background check? Yes No

Please Check each area of expertise you would contribute to the board:

- | | |
|--------------------------------------------------------|------------------------------------------------------|
| <input checked="" type="checkbox"/> Community Service | <input type="checkbox"/> Management |
| <input type="checkbox"/> Fund Raising | <input checked="" type="checkbox"/> Public Relations |
| <input type="checkbox"/> Marketing | <input type="checkbox"/> Grant Writing |
| <input checked="" type="checkbox"/> Parent Involvement | <input type="checkbox"/> Other (please specify) |
| <input type="checkbox"/> Education | |
| <input type="checkbox"/> Law | |
| <input type="checkbox"/> Personnel | |
| <input type="checkbox"/> Finance | |

Please tell us anything else you'd like to share: I would like to help shape the future of Cornerstone Charter Academy to continue its path as one of the premier Charter Schools in Florida.

****Please attach a resume / curriculum vitae to this application.**

Thank you very much for applying

Please return this application to Bob Francis (City of Belle Isle City Manager)
<mailto:bfrancis@belleislefl.gov>

Jennifer Hummel

Mollyandmax2@cs.com
1634 Wind Willow Rd, Belle Isle FL 32809
407-858-1551

Career Objective: Confident, dependable, secretarial professional with wide array of skills and progressive experience in office management.

Professional Skills

- MS Word
- MS Excel
- File Management
- Telephone Skills
- Management Skills
- Customer Service Skills

Protean Design Group

March 2014 to September 2016

Administrative Secretary

- Provide Administrative Secretary skills to over 20 employees
- Answered all incoming phone calls
- Typed documents such as correspondence, drafts and memos and emails
- Coordinated and scheduled all Employee reviews
- Opened, sorted and distributed incoming mail
- Purchased and maintained office supply inventories
- Operated Vision Accounting software to record, store and analyze month billings
- Maintaining all files for individual projects

Coco Key Hotel and Water Park

June 2010 to December 2011

Front Desk Agent & Water Park Front Desk Agent

- Check guests in and out in a timely and courteous manner
- Provide Excellent Customer Service
- Make Reservations using the Opera System
- Take Credit Card or Cash payment for Hotel Charges
- Manage My Own Bank of Money
- Checking Guest Room Balance and issuing billing statements
- Assist Guest with anything and Everything they need
- Available at all times to deal with guest complaints and problems
- PBX
- Assist Guest with Wristband for the Water Park

Gymboree

May 2009 to June 2010

Sales Associate, Then Promoted to LOD – Leader on Duty / Key Holder

- Open and close the store
- Manage several employees
- Close out and balance cash registers make the bank deposits
- Make bank deposits
- Provide Legendary Service to each customs
- Help customers select clothing appropriate for any age group
- Process shipments and manage invoices
- Manage stock in the storeroom

AXA / Equitable

December 1997 - March 2003

Receptionist / Promoted to secretary in 1999

- Answered an eight (8) line switchboard for over 65 employees
- Booked conference room
- Published a monthly newsletter for the Associates
- Processed incoming and outgoing mail
- Provided Secretarial skills for independent Financial planner
- Copying, faxing, Maintaining file

**CORNERSTONE CHARTER ACADEMY
CORNERSTONE CHARTER ACADEMY HIGH SCHOOL
Governing Board Candidate Application**

Date: 6/15/18
Name: David Michael Burr
 First Middle Last
Home Address: 3419 Rae Ford Rd Orlando FL 32806
 (Street) (City) (State) (Zip)
Phone: 407-421-5855 E-mail: David.Burr@FOAUSA.com
Employer Name: Insurance office of America
Title / Position: VP
Type of business or organization: Insurance Brokerage
Do you have any children attending Cornerstone Charter Academy? yes
Are you willing, if selected, to be fingerprinted and subjected to a criminal background check? Yes No

Please Check each area of expertise you would contribute to the board:

- | | |
|-----------------------------------------------|------------------------------------------------------------|
| <input type="checkbox"/> Community Service | <input checked="" type="checkbox"/> Management |
| <input type="checkbox"/> Fund Raising | <input type="checkbox"/> Public Relations |
| <input type="checkbox"/> Marketing | <input type="checkbox"/> Grant Writing |
| <input type="checkbox"/> Parent Involvement | <input checked="" type="checkbox"/> Other (please specify) |
| <input type="checkbox"/> Education | <u>Athletics</u> |
| <input checked="" type="checkbox"/> Law | |
| <input checked="" type="checkbox"/> Personnel | |
| <input checked="" type="checkbox"/> Finance | |

Please tell us anything else you'd like to share:

My goal to being on the board is to simply do my part in helping a school that I care deeply about.

****Please attach a resume / curriculum vitae to this application.**

Thank you very much for applying

Please return this application to Kelly Mallon (Board Liaison) kmallon@academica.org

DAVID BURR

3419 Raeford Rd Orlando, FL 36806 · 407-421-5855

David.Burr@IOAUSA.com

EXPERIENCE

FROM 8/2002-- PRESENT

VICE PRESIDENT/PARTNER, INSURANCE OFFICE OF AMERICA

I WAS HIRED IN 2002 TO RUN OUR RISK MANAGEMENT DEPARTMENT. IN 2003 I BECAME A COMMERCIAL INSURANCE BROKER, WHICH I CONTINUE TO PRESENT.

FROM 1999-2002

C.N.A INSURANCE COMPANY, CLAIMS MANAGER

I was the workers compensation claims manager for the largest C.N.A. branch in the United States.

EDUCATION

12/1995

BS IN PHILOSOPHY AND MINOR IN BUSINESS ADMINISTRATION, UNIVERSITY OF CENTRAL FLORIDA

I majored in Philosophy as I wanted to go to law school. Philosophy majors did the best on the LSAT per my research at the time. I was hopeful Barry would be accredited sooner than they were able to do so. By the time they were I decided to stick with insurance as my career was taking off.

SKILLS

- I have strong skills in claims management.
- I have a good understanding of construction from insuring it and working in it as a younger man.
- I was President and VP of Conway Little League for a few years.
- I'm proficient in athletic field maintenance issues from coaching and being President of the Conway fields.
- I worked at a Disney property hotel (Dolphin) through college and managed around 100 people. I also managed at C.N.A and IOA.
- I have coached for 15 years in leagues, high school, travel softball and baseball.

ACTIVITIES

I have spent my professional career in management and in risk assessment for my clients. Managing staffs in hospitality and insurance. Currently I write medium to large commercial insurance. This includes primarily construction, commercial and residential properties, daycares, and manufacturing.

**CORNERSTONE CHARTER ACADEMY
CORNERSTONE CHARTER ACADEMY HIGH SCHOOL
Governing Board Candidate Application**

Date: 2/12/19

Name: Adeel Javed Mirza
First Middle Last

Home Address: 2524 Kissam Ct Belle Isle Florida 32809
(Street) (City) (State) (Zip)

Phone: 321-689-6451 E-mail: ajmirza@yahoo.com

Employer Name: Power Engineering Group, Inc.

Title / Position: Vice President of Operations

Type of business or organization: Electrical Construction

Do you have any children attending Cornerstone Charter Academy? No

Are you willing, if selected, to be fingerprinted and subjected to a criminal background check? Yes No

Please Check each area of expertise you would contribute to the board:

- | | |
|-----------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> Community Service | <input checked="" type="checkbox"/> Management |
| <input type="checkbox"/> Fund Raising | <input type="checkbox"/> Public Relations |
| <input type="checkbox"/> Marketing | <input type="checkbox"/> Grant Writing |
| <input type="checkbox"/> Parent Involvement | <input type="checkbox"/> Other (please specify) |
| <input type="checkbox"/> Education | |
| <input type="checkbox"/> Law | |
| <input checked="" type="checkbox"/> Personnel | |
| <input type="checkbox"/> Finance | |

Please tell us anything else you'd like to share: _____

****Please attach a resume / curriculum vitae to this application.**

Thank you very much for applying

Please return this application to Kelly Mallon (Board Liaison) kmallon@academica.org

2524 KISSAM CT. • ORLANDO, FL 32809
P: 321-689-6451 • AJMIRZA@YAHOO.COM

ADEEL J MIRZA

EDUCATION

Webster University <i>Master's in Business Administration</i>	Orlando, FL
University of Central Florida <i>Bachelors in Engineering Technology</i>	Orlando, FL
University of Maryland <i>Associates of Arts in Business Administration</i>	Baltimore, MD
Army NCO Academy <i>Warrior Leader Certificate</i>	Grafenwoehr, GE
Army Adjutant General School <i>Administrative Specialist Certification</i>	Ft. Jackson, SC

WORK OF EXPERIENCE

Apr 2008-Current	Power Engineering Group Inc. <i>Project Engineer/Project Manager</i>	Orlando, FL
	<ul style="list-style-type: none">• Prepare cost, time, and material estimates for the construction, repair, and maintenance of commercial, industrial, and government projects.• Calculate monthly progress billing on various projects• Screen and review resumes and applications for potential employees• Effectively communicate with the client and handle any concerns that may arise• Coordinate with field personnel and sub-contractors to confirm that they are meeting the project timeline• Analyze contracts and documents to verify that they are in the best interest of the company• Locate and acquire specified equipment and material• Examine and interpret project blueprints and specifications• Formulate accurate project timelines and schedule of values• Review invoices and billing for accuracy• Prepare project submittals and O&M manuals for project startup and closeout	
Jan 2007- Mar 2008	United States Army <i>Human Resource Non Commissioned Officer in Charge</i>	Hanau, GE
	<ul style="list-style-type: none">• Supervised day to day operation of all administrative reassignment actions for the Hanau and Budingen communities during the deactivation of six units.• Responsible for the accountability and maintenance of all passports requests which improved the passport sections efficiency by 15 percent.• Reviewed, corrected, and submitted enlisted evaluation for subordinate units• Assisted in maintaining and updating soldiers records• Responsible for the supervision and issuance of military ID cards• Responsible for analyzing and advising subordinate units on all personnel issues that pertain to reassignments, evaluation, records and passports.	

- Nov 2005-Dec 2006 United States Army Hanau, GE
Reassignments Specialist
- Responsible for the production and distribution of reassignment orders to the Hanau community.
 - Assisted in predeployment punch list for deploying soldier in the Hanau area
 - Cross trained with other department for replacement purposes
 - Assisted the information management officer in setting up mobile networks

- Nov 2004-Oct 2005 United States Army San Antonio, TX
Human Resource Specialist
- Responsible for the maintenance and accuracy of the strength management reports and the unit commanders finance report for three companies of soldiers.
 - Responsible for the daily in and out processing of Brook Army Medical Center personnel.
 - Assisted in processing leave for all military personnel within Battalion

LANGUAGES

I am fluent in English, Urdu, and Hindi.

AWARDS & COMMENDATIONS

- Construction Management Certificate
- OSHA 30hr Certificate
- ARC CPR Certificate
- ARC First Aid Certificate
- Army Achievement Medal (4)
- Army Commendation Medal
- Army Certificate of Achievement (4)
- Good Conduct Medal
- Military Secret Clearance Dated September 2005

**CORNERSTONE CHARTER ACADEMY CORNERSTONE
CHARTER ACADEMY HIGH SCHOOL Governing Board
Candidate Application**

Date: 4/18/19

Name: Randy J. Holihan
First Middle Last

Home Address: 2513 Trentwood Blvd. Belle Isle, FL
(Street) (City) (State) (Zip)

Phone: 407-312-1955 E-mail: rh@brandonpartners.net

Employer Name: Brandon Partners

Title / Position: Owner

Type of business or organization: Real Estate Developer

Do you have any children attending Cornerstone Charter Academy? No

Are you willing, if selected, to be fingerprinted and subjected to a criminal background check? Yes No

Please Check each area of expertise you would contribute to the board:

- | | |
|---------------------------------------------|------------------------------------------------------------|
| <input type="checkbox"/> Community Service | <input checked="" type="checkbox"/> Management |
| <input type="checkbox"/> Fund Raising | <input type="checkbox"/> Public Relations |
| <input type="checkbox"/> Marketing | <input type="checkbox"/> Grant Writing |
| <input type="checkbox"/> Parent Involvement | <input checked="" type="checkbox"/> Other (please specify) |
| <input type="checkbox"/> Education | <u>Growth / Development</u> |
| <input type="checkbox"/> Law | |
| <input type="checkbox"/> Personnel | |
| <input checked="" type="checkbox"/> Finance | |

Please tell us anything else you'd like to share: _____

****Please attach a resume / curriculum vitae to this application.**

Thank you very much for applying

Please return this application to Bob Francis (City of Belle Isle City Manager)
<mailto:bfrancis@belleislefl.gov>



Randy J. Holihan

Summary

Forty-two years of 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

1989 to Present **Brandon Partners, Inc.** Orlando, FL
Brandon Structures, Inc.
Pasadena Capital, Inc.
The Brandon Company

Owner/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.

1986 to 1989 **Lake Nona Corporation** Orlando, FL
Senior Vice President of Sales & Marketing

Responsible for the daily operations of a 6,800-acre Planned Unit Development. These operations included development, sales/marketing, and leasing for both commercial, residential amenity operations. Additional duties were land planning, product use, government approval process, security and homeowners association.

1977 to 1986 **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 and Designations

Licensed Real Estate Broker (State of Florida)
International Council of Shopping Centers (ICSC) – Member since 1990
ICSC – Certified Retail Property Executive (CRX)
ICSC – Certified Retail Real Estate Professional (CRRP)
ICSC – Senior Certified Shopping Center Manager (SCSM)

ICSC – Senior Certified Leasing Specialist (SCLS)
Chairman-City of Belle Isle Planning & Zoning Board
President/Director – Vista Lakes Property Owners Association
Past Member of: Orlando Area Board of Realtors
Government Affairs Board of Directors (ICSC)
Florida Hospital Foundation Board of Directors
Hidden Creek Homeowners Association Board of
Directors
Greenview Homeowners Association Board of Directors
Orange County Growth Management – Comprehensive
Plan Committee
Past Chairman - City of Orlando Code Enforcement Board
Past Director of Vista Lakes CDD

**CORNERSTONE CHARTER ACADEMY CORNERSTONE
CHARTER ACADEMY HIGH SCHOOL Governing Board
Candidate Application**

Date: 4/19/19

Name: DANIEL ERIC SPRINGEN
 First Middle Last

Home Address: 5131 GRAMONT AVE BELLE ISLE FL 32812
 (Street) (City) (State) (Zip)

Phone: (407) 310 - 3905 E-mail: dspringen@orlandofilmfest.com

Employer Name: SELF

Title / Position: EXECUTIVE DIRECTOR / CHAIRMAN

Type of business or organization: FILM / ENTERTAINMENT

Do you have any children attending Cornerstone Charter Academy? NO

Are you willing, if selected, to be fingerprinted and subjected to a criminal background check? Yes No

Please Check each area of expertise you would contribute to the board:

- | | |
|-------------------------------------------------------|-------------------------------------------------|
| <input checked="" type="checkbox"/> Community Service | <input checked="" type="checkbox"/> Management |
| <input type="checkbox"/> Fund Raising | <input type="checkbox"/> Public Relations |
| <input type="checkbox"/> Marketing | <input type="checkbox"/> Grant Writing |
| <input type="checkbox"/> Parent Involvement | <input type="checkbox"/> Other (please specify) |
| <input checked="" type="checkbox"/> Education | |
| <input type="checkbox"/> Law | |
| <input type="checkbox"/> Personnel | |
| <input type="checkbox"/> Finance | |

Please tell us anything else you'd like to share: _____

I sit on the advisory board for Valencia College Film Program and am a member of the Directors

Guild of America. I have been the Executive Director of the Orlando Film Festival for ten years.

****Please attach a resume / curriculum vitae to this application.**

Thank you very much for applying

Please return this application to Bob Francis (City of Belle Isle City Manager)
<mailto:bfrancis@belleislefl.gov>

Daniel E. Springen

5131 Gramont Ave
Belle Isle, FL 32812
(407)-310-3905 Cell

Skype: filmz4all

IMDB: Daniel E. Springen

www.allmediapartners.com

dirtymartiniprod@mac.com

FEATURE FILMS

FRANK VS. GOD
DEADLY SPECIES
LATINOS LOCOS
BIKE WEEK EXPOSED
CRASH-A-RAMA: EXTREME RACING
CONTRACT KILLERS
ELIMINATOR
THE VAULT
BACKLASH
JUST ANOTHER DAY
THE REAPING

Producer / Line Producer
Producer / Director
Director
Director
Producer / Director
Producer / Line Producer
Line Producer
Producer / Line Producer
Line Producer
Co - Producer
PM - Plate Unit

BBA Studios / DMPI
DMPI / Artisan Entertainment
Chappell Entertainment
Chappell Entertainment
Dirty Martini Productions
Tritan / DMPI
Shadowbox Pictures
Tritan / DMPI
Tritan / DMPI
Rugged Entertainment
Warner Brothers

TELEVISION

YO SOY EL ARTISTA
LA VOZ KIDS - SEASON II
CARPOCALYPSE - SEASON II
CARPOCALYPSE - SEASON I
PROPERTY LADDER - SEASON II
LADIES OF DEMO DERBY - PILOT
CRASH FAMILY - SPEC. PILOT
37 MILLION MINUTES - SPEC. PILOT
OUTTA BOUNZ - SPEC. PILOT
NADER OUTDOORS - SPEC. 6 EPISODES
CAR STARS - SPEC. PILOT

Technical Producer
Production Manager
Field Producer
Field Producer
Field Producer
Field Producer
Producer
Producer
Producer
Producer
Producer

Reset TV
Talpa / Red Orange
Spike TV, Mess Media
Spike TV, Film Garden
T.L.C. / Little Pond
Film Garden Entertainment
Dirty Martini Productions
Dirty Martini Productions
Chappell Entertainment
Outdoor Channel
Chappell Entertainment

SHORT FILMS / MUSIC VIDEO

NO WAY OUT (SHORT)
LEAD THE WAY (SHORT)
STEP UP TO THE PLATE (SHORT)
THE RIGHT CHOICE (SHORT)
THE REEL (SHORT)
THE CLOSET TRIP (SHORT)
TREASURY DEPARTMENT (SHORT)
CANCELANATION DEPARTMENT (SHORT)
I HATE MUSICALS
FIST FULL OF DRAGONZ (SHORT)
BREAKING NEWS (SHORT)
SOMETHING TO DO (SHORT)
AMERICAN STEEL (MV)
KILLER INSIDE (COM. PSA)

Producer
Producer
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Producer
Producer

Virginia Department of Mines
Virginia Department of Mines
Virginia Department of Mines
Virginia Department of Mines
Life Beat Productions
Life Beat Productions
Pureline Productions
Pureline Productions
Cinema-Schminima / DMPI
Kungfusion Entertainment
Orlando Film Festival
Orlando Film Festival
Life Beat Productions
Dirty Martini Productions

SWEETBAY GROCERY (COM)
 THOMPSON CREEK WINDOWS
 AT THE STUDIO *****
 RUE & ZIFFERA LEGAL (MULTIPLE SPOTS)
 INFINITY CONCIERGE (MULTIPLE SPOTS)
 THE CENTER
 MUSIC IS THE KEY (MV)
 ONE LAST DANCE (MV)
 SKRAPE (MV)
 MARIA (MV)
 MARK SWAY (MV)
 BEFORE 4 (MV)
 GOODBYE YESTERDAY (SHORT)
 APPROACHING LAVENDER (SHORT)

1st Assistant Director
 1st Assistant Director
 1st Assistant Director
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 1st Assistant Director

Greyhouse Films
 Shadowbox Pictures
 Shadowbox Pictures
 Carla Aucoin
 Skystorm Productions
 Rita Brockway
 Sarah Conor/X-Cell Records
 Sarah Conor/X-Cell Records
 Tesla Coil Entertainment
 Transcontinental
 Transcontinental
 Transcontinental
 Sholane Entertainment
 Celestial Films Inc.

AWARDS / HONORS

MSHA (AWARD)
MSHA (AWARD)
CINE EAGLE (AWARD)
CRYSTAL REEL (SILVER AWARD)
M.P.S.E. (NOMINEE)
ENZIAN FILM SLAM (AWARD)
PALM SPRINGS (AWARD)
PARK CITY (AWARD)
MENDOCINA (AWARD)
BEVERLY HILLS (AWARD)
CENTURY CITY (FINALIST)
MAUI (QUARTER FINALS)

Producer
 Producer
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 Producer
 Producer
 Producer
 Producer
 Producer
 Producer
 Screenwriter
 Screenwriter

Step Up To The Plate
 The Right Choice
 The Reel
 US5 "Maria"
 The Reel
 The Mess
 I Hate Musicals
 I Hate Musicals
 I Hate Musicals
 I Hate Musicals
 Mineshaft A
 Courting Miss Fortune

**CORNERSTONE CHARTER ACADEMY
CORNERSTONE CHARTER ACADEMY HIGH SCHOOL
Governing Board Candidate Application**

Name: Edith V. Britton
First Middle Last

Home Address: 5112 Tuscan Oak Drive Orlando Florida 32839
(Street) (City) (State) (Zip)

Phone: 407-929-5475 E-mail: edith.britton@gmail.com

Employer Name: AdventHealth University & Independent Contractor/Consultant

Title / Position: Professional Faculty & Educational-Therapeutic Consultant

Type of business or organization: University & Independent Consulting

Do you have any children attending Cornerstone Charter Academy? Yes

Are you willing, if selected, to be fingerprinted and subjected to a criminal background check? Yes No

Please Check each area of expertise you would contribute to the board:

- | | |
|--------------------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> Community Service | <input checked="" type="checkbox"/> Management |
| <input type="checkbox"/> Fund Raising | <input type="checkbox"/> Public Relations |
| <input type="checkbox"/> Marketing | <input type="checkbox"/> Grant Writing |
| <input checked="" type="checkbox"/> Parent Involvement | <input type="checkbox"/> Other (please specify) |
| <input checked="" type="checkbox"/> Education | |
| <input type="checkbox"/> Law | |
| <input checked="" type="checkbox"/> Personnel | |
| <input type="checkbox"/> Finance | |

Please tell us anything else you'd like to share: I have a passion for education and for ensuring our young people have the best opportunity to succeed through a high-quality institution of learning. As you will see from my attached CV, I have a post-masters degree in Educational Leadership, along with my graduate degree in Counseling. I have served as a Professional Faculty member for AdventHealth University for 10 years, a Consultant to various academic institutions where I have helped in the selection of candidates, and I have previous experience both as a Board Member and Vice-President of a community organization also serving young people. On a personal note, I am a native Floridian and a long-standing resident of Edgewood, FL. I want to see Cornerstone Charter Academy reach its fullest potential, and I would be honored to serve our community in this way.

****Please attach a resume / curriculum vitae to this application.**

Thank you very much for applying

Please return this application to Kelly Mallon (Board Liaison) kmallon@academica.org

CURRICULUM VITAE

Edith Vazquez Britton
5112 Tuscan Oak Drive
Orlando, FL 32839
407-929-5475
edith.britton@gmail.com

PROFESSIONAL SUMMARY

I am a seasoned educational and therapeutic professional with extensive experience in teaching, consulting, program evaluation, strategizing, communication skill-building, and community relationship-building in complex, matrixed environments.

EDUCATION

- 2018 **Educational Specialist in Educational Leadership**
Concentration: Educational Psychology, *Regent University*
- 2006 Graduate Certificate in Marriage and Family Therapy, *Rollins College*
- 2006 **Master of Arts in Counseling**, with Honors, *Rollins College*
- 2001 **Bachelor of Science in Psychology**, Magna cum laude, *Southeastern University*

PROFESSIONAL LICENSES & CERTIFICATIONS

Licensed Mental Health Counselor (MH # 9635)
National Board-Certified Counselor (Certification # 213039)

PROFESSIONAL EXPERIENCE

- 2009 – Present **Professional Faculty**
AdventHealth University, Orlando, FL
Conductive Education Program, Physician Assistant Program, and Health and Biomedical Sciences Department
 - **Classroom Management** (Spring 2019)
 - **Clinical Medicine III (Psychiatric Disorders) (Course Developer and Facilitator)** (Summer 2018, Summer 2017, Summer 2016)

- **Abnormal Psychology** (Spring 2019, Fall 2018, Summer 2018, Spring 2018, Fall 2017, Summer 2017, Spring 2017, Fall 2016, Summer 2016, Spring 2016, Fall 2015, Summer 2015, Spring 2015, Fall 2014, Summer 2014, Spring 2014, Fall 2013, Summer 2013, Spring 2013, Summer 2012, Spring 2012, Spring 2010)
- **Developmental Psychology** (Fall 2018, Summer 2018 (E-course), Spring 2018, Fall 2017, Summer 2017 (E-course), Spring 2017, Fall 2016, Spring 2016, Fall 2015, Spring 2015, Fall 2014, Spring 2014, Fall 2013, Spring 2013, Fall 2012, Fall 2011, Fall 2009)
- **General Psychology** (Spring 2019 (E-course), Fall 2018 (E-course), Summer 2018, Spring 2018 (E-section), Fall 2017 (2 E-course sections), Summer 2017, Spring 2017 (E-course), Fall 2016, Summer 2016, Spring 2016, Fall 2015, Summer 2015, Spring 2015, Summer 2014, Summer 2013, Summer 2013, Spring 2012, Summer 2011, Spring 2011, Summer 2010)

2012 – Present **Educational & Therapeutic Consultant, *Independent Contractor***

Serve as a **Consultant** to academic graduate programs, where consulting work has included:

- **Collaboration** with Department Chairs and Leadership regarding specific graduate program candidacy criteria, professional development, and emotional resilience of students
- **Development** of Communication Skill Building Program
- **Coaching** of students needing professional development and communication skill building
- **Facilitation** of **Faculty and Personnel Development** workshops

Serve as the **Director** of Comprehensive Behavioral Assessments, where responsibilities include but are not limited to:

- **Developing** relationships with community agencies (serving Orange, Seminole, and Osceola counties) to maintain a growing and sustainable referral base for contracted Certified Assessors
- **Reviewing** and **assessing** Comprehensive Behavioral Assessments in the Tri-County area of Central Florida

Serve as a **Speaker, Presenter, and Group Facilitator** in the community.

2009 – 2012 **Comprehensive Behavioral Health Assessment (CBHA) Clinical Reviewer**
The Grove Counseling Center, Inc., Altamonte Springs, FL (2009 – 2012)

- Liaison and community partner between Community Based Care of Central Florida, Certified Assessors, and Contracting Agency.

- Responsible for directing and allocating all new cases from Community Based Care of Central Florida (serving Orange, Seminole, and Osceola counties) to Certified Assessors.
- Responsible for the reading, reviewing/revising, and submission of CBHAs to Community Based Care of Central Florida, which includes the signing off on clinical diagnoses.

2008 – 2010

Outpatient Therapist*The Grove Counseling Center, Inc., Altamonte Springs, FL*

- Responsible for working with adults and adolescents with mental health and/or substance abuse disorders. Work included the treatment of anxiety, depression, conflictual relationships, and various addictions.
- Trained and mentored new therapists.

2006 – 2008

Alpha Prevention Program Therapist & Site Supervisor*The Grove Counseling Center, Inc., Altamonte Springs, FL*

- Served as **Site Supervisor** for Master's level Counseling Interns and Practicum Students during academic year.
- Served as the Therapist and Coordinator for the Alpha Prevention Program (mental health/substance abuse prevention branch of The Grove Counseling Center, Inc.) during the academic school years, which facilitated individual and group sessions for students in 3rd, 4th, and 5th grades at English Estates Elementary.
- **Developed curriculum** for the Alpha Program.
- Administered KTEA-II tests to students to obtain pre- and post-test scores to assess achievement gap and progress after Alpha Program interventions.
- Facilitated parenting groups.
- Facilitated **faculty development** workshops.

2004

Court Liaison*Lakeside Behavioral Healthcare, Inc., Orlando, FL*

- Facilitated the process between the Orange County Courthouse and Lakeside Behavioral Healthcare for petitions for psychiatrically ill clients for either an extended involuntary hospitalization or for state hospital.

2003 – 2004

Lead Residential Advisor*Lakeside Behavioral Healthcare, Inc., Orlando, FL*

- **Supervised** 14 Residential Advisors at Lakeside's residential facility.
- Supervisory duties included: monitoring appropriate medication management, treatment planning, and documentation for approximately sixty clients.
- Participated in the hiring process of new employees and was continuously involved in the handling of staff relation issues.
- **Chaired** a performance improvement team that developed a new peer review tool for the agency.

2001 – 2003

Case Manager*Lakeside Behavioral Healthcare, Inc., Orlando, FL*

- Assessed severe psychiatric clients to advocate and provide quality care for the maintaining of their psychiatric stability.
- **Trained** new employees that entered into case management.
- Served as Documentation Trainer for new case managers.
- Collaborated with other case managers to formulate a proposal to restructure the training model for case management.
- Served as the Utilization Management Coordinator.

PROFESSIONAL PRESENTATIONS

- Britton, E. (August 2018). *Communication, Cultural Factors, and Emotional Intelligence in Higher Education*, Adventist University of Health Sciences, Orlando, FL.
- Britton, E. (August 2018). *Common Issues in Collegiate Residential Life*, Adventist University of Health Sciences, Orlando, FL.
- Britton, E. (July 2018). *Empowerment for Nurse Anesthetist Students: Culture, Communication, and Emotional Intelligence*, Regent University, Virginia Beach, VA.
- Britton, E. (August 2017). *Common Issues in Collegiate Residential Life: Addressing Mental Health and Substance Abuse*, Adventist University of Health Sciences, Orlando, FL.
- Britton, E. (August 2017). *Building Assertiveness and Emotional Resilience in Students in Clinical Settings*, Adventist University of Health Sciences, Orlando, FL.
- Britton, E. (August 2016). *Common Issues in Collegiate Residential Life*, Adventist

University of Health Sciences, Orlando, FL.

Britton, E. (August 2016). *Communication Skill Building & Assertiveness Training in the Clinical Setting*, Adventist University of Health Sciences, Orlando, FL.

Britton, E. (August 2015). *Common Issues in Collegiate Residential Life*, Adventist University of Health Sciences, Orlando, FL.

Britton, E. (August 2015). *Communication Skill Building & Assertiveness Training in the Clinical Setting*, Adventist University of Health Sciences, Orlando, FL.

Britton, E. (February 2015). *Parenting Workshop: Child Development*, St. Mary's Preschool, Belle Isle, FL.

Britton, E. (October 2014). *Parenting Styles and Communication Skill Building*, St. Mary's Preschool, Belle Isle, FL.

Britton, E. (February 2014). *Parenting Styles and Child Development*, St. Mary's Preschool, Belle Isle, FL.

Britton, E. (October 2013). *Parenting Workshop: Parenting Styles and Communication Skill Building*, St. Mary's Preschool, Belle Isle, FL.

Britton, E. (February 2013). *Parenting Workshop: Understanding Parenting Styles and Building Communication Skills with your Child*, St. Mary's Preschool, Belle Isle, FL.

Britton, E. (August 2010). *Parent Day Workshop*, La Amistad Behavioral Health, Maitland, FL.

Britton, E. (April 2009, Graduate Guest Instructor). *CPY 525 Counseling Theories and Practice*, Rollins College, Winter Park, FL.

Britton, E. (September 2007). *Single Parents Workshop*, English Estates Elementary, Casselberry, FL.

Britton, E. (April 2007, Graduate Guest Speaker). *CPY 603 Addictive Disorders*, Rollins College, Winter Park, FL.

Britton, E. (January 2006, Graduate Guest Instructor). *CPY 555 Family and Relationship Counseling: Theory & Therapeutic Modalities*, Rollins College, Winter Park, FL.

Britton, E. (November 2005, Co-presenter). "Solution-Focused Supervision," *Solution-*

Focused Conference, Nova Southeastern University, Fort Lauderdale, FL.

Britton, E. (1999, Guest Instructor). *Abnormal Psychology*, Pine Castle Christian Academy, Orlando, FL.

CONTINUING EDUCATION

Trainings completed within 2019:

Anxiety Disorders (3 hours)

Baker Act (1 hour)

Co-Occurring Disorders (1 hour)

Cultural Sensitivity (3 hours)

Domestic Violence (2 hours)

Eating Disorders (1 hours)

Exploring and Utilizing the Relationship between Mental Health and Exercise (1 hour)

Florida Laws and Rules Update (3 hours)

Medical Errors Prevention in Behavioral Health (2 hours)

Professional Ethics and Boundary Issues (3 hours)

Suicide and Risk Assessment (4 hours)

Technology Assisted Therapy and Tools (2 hours)

The Psychology of Divorce (3 hours)

Treatment Planning (1 hour)

PUBLIC SERVICE

2008 – 2010 **Vice-President**, Board of Directors
Florida Symphony Youth Orchestra, Orlando, FL

- Committees: Gala, Nominating, Alumni

2007 – 2010 **Board Member**, Board of Directors
Florida Symphony Youth Orchestra, Orlando, FL

- Committees: Gala, Alumni

2000

International Community Service*Global Servants: House of Grace, Thailand*

- Restructured various leadership policies
- Provided psychosocial support
- Conducted emotional development assessments at an orphanage in Thailand.

SKILLS

Bilingual: Fluent in Spanish & English

Proficient in Microsoft Word, Excel, Power Point

Proficient Violinist

AWARDS

Awarded “**Adjunct Faculty of the Year**” at Adventist University of Health Sciences for 2014-2015 academic year.

Recognized as a “**Vital and Instrumental Mentor in the Training of New Employees**” at Lakeside Behavioral Healthcare, Inc., 2003

Named “**Employee of the Month**” at Lakeside Behavioral Healthcare, Inc., 2002

Awarded “**Most Outstanding Psychology Major**” of Southeastern University, 2001

CORNERSTONE CHARTER ACADEMY CORNERSTONE
CHARTER ACADEMY HIGH SCHOOL Governing Board
Candidate Application

Date: April 22, 2019

Name: Charlyne Marie Cross
First Middle Last

Home Address: 5260 Chiswick Circle Belle Isle FL 32812
(Street) (City) (State) (Zip)

Phone: 407 718 4983 cell E-mail: charlyne.crosse@cf1.fl.gov

Employer Name: Stay-At-Home-Mom and Wife

Title / Position: _____

Type of business or organization: _____

Do you have any children attending Cornerstone Charter Academy? 3 - James 10th, Julianna 10th

Are you willing, if selected, to be fingerprinted and subjected to a criminal background check? Christina 8th
 Yes No

Please Check each area of expertise you would contribute to the board:

- Community Service
- Fund Raising
- Marketing
- Parent Involvement
- Education
- Law
- Personnel
- Finance
- Management
- Public Relations
- Grant Writing
- Other (please specify)

Please tell us anything else you'd like to share: Please see the attached letter.

****Please attach a resume / curriculum vitae to this application.**

Thank you very much for applying

Please return this application to Bob Francis (City of Belle Isle City Manager)
<mailto:bfrancis@belleislefl.gov>

April 22, 2019

Mr. Robert Francis
1600 Nela Avenue
Belle Isle, FL 32809

Re: Cornerstone Charter Academy Governing Board

Dear Mr. Francis:

Thank you for considering me for the Cornerstone Charter Academy Governing Board. I feeling I need to include this supplement to my resume, since it does not tell my entire life's experience.

I have dual degrees: Bachelor of Science in Business Administration (Finance) and Bachelor in Science in Business Administration (Human Resource Management). I have worked in accounting, cash management, corporate budgeting, and human resources. At American Automobile Association, I was put on the project team to implement first, a new accounting software followed by the implementation of a human resource software system. After these two implementations, I was heavily recruited and went to work for The Application Group out of San Francisco. There I worked my way up the corporate ladder from an Associate Consultant to Project Manager, doing Human Resource, Benefit, and Payroll implementations for large corporations. This job was not just software implementation, but process improvements, change management, and best practices. I also assisted with corporate mergers and divestitures.

I loved my job. One of my former clients, Pepsi, sold their food distribution company, which became Ameriserve. Since I had just completed a successful software implementation for Pepsi, Ameriserve asked if I could help them at their new company. When my management refused to pull me off my existing project, Ameriserve asked me to consider starting my own software consulting company and offered me a long-term contract to work them. My entrepreneurial spirit encouraged me to incorporate and start my own company.

In 2004, my husband and I adopted two 11-month old babies from a Russian orphanage, who were malnourish and underdeveloped. Julianna was in the negative 30th percentile for height, weight, and head size and James was in the negative 10th percentile. We were told by doctors and experts that they may never do well academically in school nor ever reach the height of five feet. We were told that we had a critical one-year time period to rehabilitate them. So, for my children, I made the hard decision to give up my thriving career and focus on them. Now, after years of hard work, my children are thriving both physically and academically. But for the decision to care of them, it would have never happened.

Our children did not cry because they had learned they did not get comforted, when they cried in the orphanage. They could not sit, crawl or stand. I went in over-achievement mode and fed them night and day every three hours for the next two years. I would read them over 300 books a day, count with them and have them listen to classical music. I would sit on the floor and help them do sit-ups as they need core strengthen in order to sit and walk. Because of their malnutrition, they were late getting their teeth and so their food had to be food milled until they were almost three. I could go on and on, but will tell you that I also got pregnant during this time and had a baby at the age of 45. Being a Mom is by far the hardest job I have ever done.

Today, doctors are amazed at my children's successes. I simply proved the experts wrong. I was determined to give our children the beautiful life they deserved. When I make up my mind to accomplish something, I work tirelessly until it is accomplished. There is a happy ending to this story. James is in the 10th grade and is now 6-foot-tall and wears a size 14 shoe. He tested to get into the gifted program at school and was just asked to be in the AP Capstone program at Cornerstone Charter Academy. Julianna also in the 10th grade and is 5 foot and 4 inches tall and a straight "A" student at Cornerstone Charter Academy. She was just accepted into both National Honor Society and the AP Capstone program. Our youngest Christina, is in the 8th grade and in the gifted program, Orange County Tips and Duke Tips. All three of my children are thriving at Cornerstone. I am grateful for our Charter School.


I have no regrets in being a stay-at-home Mother, but my resume does not reflect all the hard work I have done raising my family. Frankly, it is often much harder than working outside the home.

I come from a long line of educators and have been taught to value teachers and education. I have instilled those same values into our children. I volunteer at the school in too many ways to list here, but the highlights are being a homeroom parent for ten years and Vice President of the School Advisory Committee for the last three years.

Between my education, career, business ownership, and Mother, I feel I can bring a unique skill set to the Cornerstone Charter Academy Governing Board. Nothing is more important to me than my children and their education. I moved to Belle Isle in 1997 and love living in our city. Even though we had other options, we chose to keep our children in Cornerstone for High School, because we value the school. Therefore, I want Cornerstone Charter to grow and become even more successful than it already is. I know that I can contribute to the school's growth and success.

If you have any questions or need additional information in order to make a positive decision, please do not hesitate to contact me.

Sincerely,



Charlyne Cross
5260 Chiswick Circle
Belle Isle, FL 32812
charlynecross@cfl.rr.com
407-718-4983 cell phone

Charlyne Marie Cross

5260 Chiswick Circle
Orlando, FL 32812

407/816-8495 (Home)
407/718-4983 (Cell)
charlynecross@cfl.rr.com

Summary

More than fourteen years experience in the areas of Benefits, Human Resources, Accounting, and Budgeting. Over nine years of **PEOPLESOFT** functional experience with Human Resources, Base Benefits, Benefit Administration, Pension and Payroll as well as four years of Project Management. Human Resource Information Systems (HRIS) experience includes requirements definition, functional specification development, data mapping and conversion, table design and building, comprehensive test strategy and test plan development, system security, end-user training, and documentation. Analyzed and prepared yearly corporate budgets and financial statements, maintained and balanced corporate investment accounts, reconciled general disbursement and payroll bank accounts, and developed training manuals for cash management and accounts receivable functions.

Experience with the **PEOPLESOFT** includes, working on several Fit Analysis, Business Modeling, and System Implementation projects. Served as a project team leader on a major systems conversion effort from Integral to **PEOPLESOFT**, which involved extensive reengineering to improve existing business processes. Wrote functional specifications to the technical staff for all reports and carrier interfaces, built tables, developed queries, conducted unit and system testing, maintained system security, developed training materials, and provided end-user training.

Experience with the **CSS HRIZON** include, Fit Analysis, Business Modeling, and System Implementation projects. Oversaw the implementation and modification of the Hay Point compensation management, created a stock purchase module, and redesigned the workers compensation tracking. Served as the Delivery Manager on two implementation projects.

Earned dual BS in Business Administration degrees, with independent concentrations in Human Resource Management and Finance, from the University of Central Florida. A former member of the International Association for Human Resource Information Management (IHRIM), the Southern Regional Users Group and the Institute of Management Accountants.

Professional Experience

- **September 2003 – January 2004** Consultant for **W. L. Gore, Inc.**, Newark, DE – Functional lead role for Benefits Administration and Open Enrollment for 2003. Redesigned benefits tables and trained employees on the Benefits Administration module.

CHARLYNE CROSS

- **September 1999 – August 2003** Consultant at **AstraZeneca Pharmaceuticals Inc.**, Wilmington, DE – Functional Lead to merge Astra and Zeneca's systems into PeopleSoft 7.5. Responsible for the Open Enrollment in 1999 through 2002. Worked on the divestiture of two divisions. Assisted with the implementation of a company wide benefit program and then on the outsourcing of Benefit Administration to Towers Perrin. Assisted with the implementation of a company wide pension plan and the outsourcing of pension to Aon. Worked on the successful PeopleSoft upgrade from version 7.5 to 8.3. Responsibilities included 8.3 testing and the development of a training program to train 14,000 employees.
- **September 1998 – September 1999** Consultant at **AmeriServe**, Dallas, TX – Functional Benefits Administration Lead includes consolidation and conversion of multiple business units from various manual and automated systems into PeopleSoft 7.5. Client responsibilities include functional analysis, implementation, upgrade and training of PeopleSoft Human Resources and Benefits Administration for merging companies. Merging versions of PeopleSoft 3.3 and 6.02 upgrade combined into system to 7.5. Implementation of Benefits Administration 7.5 version. Managed Benefit Administration system for Open Enrollment for 1998 and 1999.
- **June 1998 – September 1998** Project Manager at **Fieldcrest Cannon**, Kanapolis, NC - Acted in the role of Project Manager for the implementation of CSS Horizon for Human Resources, Base Benefits and Payroll.
- **September 1997 – June 1998** Consultant and Delivery Manager for **Zeneca Pharmaceuticals, Inc.**, Wilmington, DE – Upgraded to version 5.0 for **PEOPLESOFT** upgrade implementing Base Benefits to Benefits Administration; Responsible for table setup, forms and system processing, which lead to a successful Open Enrollment.
- **June 1997 – August 1997** Consultant for **Integrated Health Services**, Owenings Mills, MD - Assessed security system; redesigned department tree structure; developed security document for client; analyzed and redesigned the department security tree; analyzed and made recommendations of Operator Class and Operator Security; developed a security survey to solicit feedback from the steering committee; designed a security plan to meet future business requirements.
- **January 1997 – June 1997** Consultant at **Sensormatic**, Boca Raton, FL - Worked as the Delivery Manager for the Phase 2 Implementation of **CSS HRIZON**; converted employee history and review records from the Collier-Jackson system to the **CSS HRIZON** database; implemented Hay Point compensation management; reviewed all of the modifications which were made during Phase 1 of the project; added job data premium compensation amounts to **CSS HRIZON**; developed a Stock Purchase system in **CSS HRIZON**; updated the leave accrual from **CSS HRIZON** to **ADP Autolink** to print on the employees' check stubs; created a leave accrual and life insurance premium reports; developed a custom workers compensation report; modified the 401(k) interface and tested the GL interface.
- **December 1996 – December 1996** Consultant at **Lance Crackers**, Charlotte, NC - Conducted a **PREVIEW** for **CSS HRIZON** Base Benefits.
- **September 1996 – December 1996** Consultant at **Toshiba America Information Systems**, Orange County, CA - Conducted a Fit Analysis for **PEOPLESOFT** Benefits Administration. Prepared benefit program construction guides; developed blueprint for the implementation of Benefit Administration. Ran several full test cycles of Open Enrollment. Later consulted via phone during their Open Enrollment processing.

CHARLYNE CROSS

- **August 1996 – September 1996** Consultant at **Voluntary Hospital of America**, Dallas, TX - Reviewed and made recommendations on the set-up of the **PEOPLESOFT** Base Benefits and Benefit Administration tables in preparation for the client to upgrade from Base Benefits to Benefits Administration. Assisted with their Open Enrollment.
- **June 1996 – September 1996** Consultant at **PepsiCo Food Services**, Dallas, TX - Reviewed the summary plan description (SPD) and updated the base benefit and benefit administration tables in preparation for Open Enrollment; designed a flow chart and script of the Edify Voice Response Unit (VRU); designed a new enrollment form Open Enrollment; Ran Open Enrollment; taught end-user training on introduction to HR, base benefits and benefits administration; wrote the test plans for the conversion from a SQL Gupta platform to an **ORACLE** platform.
- **May 1996 – June 1996** Consultant at **Norwegian Cruise Lines**, Coral Gables, FL - Conducted a Fit Analysis and business model for **PEOPLESOFT** Human Resources, Position Management, Labor Relations, Salary Administration, Recruitment, and Core Benefits for two separate databases; taught a Crystal/Query training session.
- **March 1996 – April 1996** Consultant at **American Automobile Association**, Orlando, FL – Conducted end-user training; taught a Crystal/Query training class; Updated the project plan and wrote numerous queries; Setup and ran Open Enrollment.
- **February 1996 – March 1996** Consultant at **Lincoln Health**, Phoenix, AZ - Worked on a Fit/Gap Analysis for **PEOPLESOFT** Benefits Administration 4.1; prepared benefit program construction guides; developed blueprint for the implementation of Benefit Administration and COBRA modules.
- **November 1988 – February 1996** Employee at **American Automobile Association**, Orlando, FL - provided end-user **PEOPLESOFT** training for introduction to HR, base benefits, benefits administration and Crystal/Query; reviewed table set-up and design; wrote numerous complex queries; updated the project plan; served as the project team leader responsible for the functional aspects of the upgrade to the latest releases of **PEOPLESOFT** Human Resources and Benefits Administration; implemented **PEOPLESOFT** Position Management and Training and Development modules; prepared, maintained, updated, and monitored the project plans using Project Workbench; conducted requirements definition, built tables, developed queries, and performed the unit and system testing; wrote the end-user training manual and conducted end-user training for **PEOPLESOFT** HR, Benefits Administration, and Query/Crystal; served as the primary contact on the help desk for remote locations; acted as the security officer responsible for maintaining system security; built and maintained the department tree.
- Worked as a budget analyst responsible for the technical analysis and preparation of the yearly corporate budget through the review of trends and projection of relevant data; reviewed preliminary monthly financial statements for accuracy, errors, and omissions; prepared analysis of accounts to determine the causes of budget variances; prepared, wrote, and edited the annual budget report, year-end corporate report, and the retirement plan summary report for corporate officers and the board of directors; prepared the year-end financial statements for disclosure as required by the Financial Accounting Standards Board; designed tables, forms, queries, and reports to track the investments in the retirement account using MS/Access; developed, designed, and supported an automated company budget process in both Lotus 1-2-3 and Excel through the extensive use of macros; developed a process which prepared the budget files to be uploaded directly into the JD Edwards Accounting System through the utilization of macros.

CHARLYNE CROSS

Worked as an accountant responsible for the maintenance and balancing of the corporate investment accounts; automated the reconciliation of the Foreign Motoring Insurance account using Lotus macros, which resulted in the identification of a company embezzlement; prepared the company's membership deferral; reviewed quarterly account trial balances.

Served as an accounting technician; reconciled and managed approximately 110 bank accounts, including the verification of deposit timeliness, cash flow, and reconciliation; automated the bank reconciliation process through the use of Lotus 1-2-3 macros; corresponded with banks and district offices on discrepancies; reconciled and automated the general disbursement and payroll bank accounts which had not previously been reconciled; wrote cash management training manuals; analyzed the stability of each bank using the Sheshunoff analysis grading system.

Served as an accounting specialist responsible for the accounts receivable section of the accounting department; coordinated the work flow and training for a staff of eight; wrote training manuals for each work station; accounted for the receipts of monies for each district office; oversaw banking activity for the depository bank accounts; reconciled a number of complex financial accounts; wrote the training manual and operating directive for the implementation of an automated credit card program; proposed and implemented new collection procedures; proposed and implemented new procedures for the handling and recording of cash.

Management Consulting

Business Strategy Planning
Change Management
Comparative Analysis
Cost/Benefit Analysis
Policy Deployment & Metrics

Process Design/Control
Process Facilitation
Process Prioritization
Reengineering
Strategic Assessment/Planning

Project Management

Communication Management
Cost Management
Project Team Management

ISO Documentation
Schedule Management
Scope Management

Human Resource Information System Experience

Accrual Calculations
Applicant and Requisition Tracking
Benefits Administration
Career Planning
Carrier Reporting
COBRA Administration
Compensation
Education and Skills
EEO/AA Reporting

Flexible Benefits
Health and Welfare Plans
Job Evaluation
Pension and 401(k) Plans
Policies and Procedures
Position Management
Recruitment
Salary Administration
Training and Development

Financial Information System Experience

Charlyne Marie Cross

Accounts Payable
Accounts Receivable
Asset Tracking/Management
Bank Reconciliation
Budgeting and Forecasting
Concurrent Processing
Customer Billing
Financial/Management Reporting
General Ledger

Inventory Control
Invoicing
Order Entry
Overhead Allocation
Performance Measurement
Physical Inventory
Project Accounting
Project Cost Accounting
Time and Expense Reporting

PeopleSoft Human Resource Product Experience

Base Benefits
Benefits Administration
Crystal Reports
FSA Administration
Human Resources
Operator Security
PeopleTools

Position Management
Query
Recruitment
Salary Administration
Security
Training Administration

CSS HRizon Human Resource Product Experience

Autolink Processes
Core Benefits

Human Resources

Implementation Experience

Business Requirements Definition
Data Importing/Conversion
Data Modeling
Database Design and Development
Documentation
End-User Support

Functional Specification Development
Interface Design and Development
Program Development
Security
Testing and Quality Assurance
Training and Education

Technical Skills

Hardware: IBM PC and compatibles; Oracle

Operating Systems: Windows XP

Databases: MS/Access

Software Packages: QuickBooks, JD Edwards, MS/Excel, MS/Word, MS/PowerPoint, and TrainerSoft



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

Meeting Date: May 21, 2019

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: Ordinance 19-03 - Proposed Changes for Lot Splits

Background: At the March 19, 2019 Council Meeting, the City staff presented proposed changes to the Land Development Code regarding lot splits. Those changes included not allowing for variances when the lot split results in substandard lot sizes and better defining lot width and depth. After discussions, the Council voted to have the City Attorney draft an ordinance with the changes.

Staff Recommendation: Adopt the recommendations of the staff and direct the City Attorney to prepare the necessary ordinance.

Suggested Motion: I move that we approve the draft and read Ordinance #19-03 for the first time at the June 4, 2019 meeting.

Alternatives: Do not approve the recommendations and provide further direction to the staff.

Fiscal Impact: New fee of \$300 deposit per lot split application.

Attachments: Draft Ordinance 19-03

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BELLE ISLE, FLORIDA, RELATED TO LOT SPLITS AND LOT AGGREGATION; AMENDING SECTIONS 50-32, 50-33, 50-37, 54-2, AND 54-171 OF THE CITY LAND DEVELOPMENT CODE; PROHIBITING VARIANCES FOR LOT SPLITS RESULTING IN NON-CONFORMING LOTS; PROVIDING DEFINITIONS; PROVIDING FOR APPLICATION FEES; PROVIDING FOR TREATMENT OF APPLICATIONS RECEIVED PRIOR TO ENACTMENT OF ORDINANCE; PROVIDING FOR ADOPTION OF DIAGRAMS ILLUSTRATING HOW TO MEASURE LOT DIMENSIONS; AMENDING AND CLARIFYING THE AGGREGATION REQUIREMENTS FOR SUBSTANDARD LOTS OF RECORD; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Belle Isle hereby finds that it is in the best interests of the public welfare, health, and safety that the City's Land Development be amended as provided herein.

SECTION 1. Recitals. The foregoing recitals are hereby ratified and confirmed as being true and correct and are hereby made a part of this Ordinance.

SECTION 2. City Code Amendment, Section 50-32. Section 50-32 of the City Code is hereby amended as follows (words that are ~~stricken out~~ are deletions; words that are underlined are additions; provisions not referenced are not being modified):

Sec. 50-32. - Definitions.

The following terms, phrases, words, and their derivations shall have the meaning given in this section. Words used in the present tense include the future tense; words in the plural tense include the singular tense and vice versa. The word "shall" is considered mandatory, and the word "may" is considered permissive.

Director means a city employee designated by the city manager to process the preliminary application and plat reviews pursuant to the provision of this article.

Gross residential acre means an acre of land zoned and/or used for residential purposes, including but not limited to land which provides access or contributes to the amenities of residents of the subdivision such as streets, parks, and usable open spaces. Land devoted to nonresidential uses other than those listed above, including but not limited to environmentally sensitive lands, shall not be included as part of gross residential acreage.

Lot Depth means the distance measured along a straight line drawn from the midpoint of the front property line of the lot to the midpoint of the rear property line, or to the most distant point on the lot located on any other lot line if there is no rear lot line. In the event that the rear property line, or if there is no rear lot line then the most distant point on the lot located on any other line, is located fully or partially below the normal high water line of an abutting body of water, then lot depth shall be measured along a straight line drawn from the front property line and parallel to the side lot line(s) to the point on the normal high water line located closest to the front property line.

Lot split means the division of a lot or parcel that is not located within the boundaries of a planned unit development into no more than two parcels or lots and shall include any change in boundary lines between two parcels or lots.

Lot Width means the distance between the side lot lines, along a line drawn parallel to the front lot line at a distance from the front lot line equal to the minimum front yard setback.

Net residential acre means an acre of land zoned and/or used for residential purposes and which does not include areas such as streets, parks, environmentally sensitive lands, and usable open spaces. Land devoted to nonresidential uses shall not be included as part of net residential acreage.

Tract mean any land in a subdivision which is designated as, but not limited to, recreation areas, water detention facilities, landscape buffers or conservation areas, and not meant for use as a residential or commercial lot.

SECTION 3. City Code Amendment, Subsection 50-33(6). Subsection 50-33(6)b. of the City Code is hereby amended as follows (words that are ~~stricken out~~ are deletions; words that are underlined are additions; provisions not referenced are not being modified):

(6) *Lot split*.

a. *Submission requirements.* The applicant shall submit a survey and legal description both certified by a registered state surveyor of the property as it is to be divided, payment as set forth in this Land Development Code or as otherwise prescribed by the City Council or City Manager, and proof of ownership acceptable to the city.

b. *Requirements.* With the prior approval of the city council, any lot or parcel not located within a planned unit development may be divided by lot split so long as the two resulting lots or parcels meet in every respect the Land Development Code's requirements for newly created lots or parcels. No lot or parcel nor any portion of any lot or parcel which has been created by a lot split shall be further divided by lot split. No variance will be given for any lot split that results in a lot or parcel that does not conform in every respect to the Land Development Code's requirements for newly created lots or parcels. For example, no variance will be given for any lot split that results in a substandard lot.

c. *Notice.* A notice of no further lot split shall be fully executed by the owner of the property submitted for lot split which notice must be approved by the city and such notice shall be recorded in the public records of the county prior to the issuance of any building permit for lots or parcels created by lot split. The form of the notice shall be in recordable form and in substance substantially in accordance with the following: "The property described on the attached Exhibit 1 was the subject of a lot split within the City of Belle Isle, Florida, and no further division of all or any portion of the property described on the attached Exhibit 1 by the lot split procedure in the City of Belle Isle shall be allowed. Further subdivision by other methods may or may not be allowed."

SECTION 4. City Code Amendment, Subsection 50-37(a). Subsection 50-37(a) of the City Code is hereby amended as follows (words that are ~~stricken out~~ are deletions; words that are underlined are additions; provisions not referenced are not being modified):

(a) *Variances*. The council may grant a variance from the terms of these regulations when such variance will not be contrary to the public interest and where, owing to special conditions, a literal enforcement of the provisions of these regulations would result in unnecessary hardship, provided that such variance does not result in any lot or parcel that does not conform in every respect to the Land Development Code's requirements for newly created lots or parcels. For example, no variance will be given for any lot split that results in a substandard lot or lots. Such variance shall not be granted if it has the effect of nullifying the intent and purpose of these regulations. Furthermore, such variance shall not be granted by council unless and until:

(1) A written application for a variance is submitted showing:

- a. That special conditions and circumstances exist which are peculiar to the land, structures, or required subdivision improvements involved and which are not applicable to other lands, structures or required subdivision improvements.
- b. That literal interpretation of the provisions of these regulations would deprive the applicant of a right commonly enjoyed by other properties with similar conditions.
- c. That the special conditions and circumstances do not result from the actions of the applicant.
- d. That the granting of the variance requested will not confer on the applicant any special privilege that is denied by these regulation to other lands, structures or required subdivision improvements under similar conditions. No preexisting conditions on neighboring lands which are contrary to these regulations shall be considered grounds for issuance of a variance.

(2) The council shall make findings that the requirements of this subsection have been met.

(3) A public hearing of the proposed variance shall be held. The public hearing may be held prior to or simultaneously with the public hearing for approval of the preliminary plat.

(4) The council shall further make a finding that the reasons set forth in the application justify the granting of the variance that would make possible the reasonable use of the land builds, or other improvements.

(5) In granting any variance the council may prescribe appropriate conditions and safeguards in conformity with these regulations. Violation of such conditions and safeguards when made a part of the terms under which the variance is granted shall be deemed a violation of these regulations.

SECTION 5. City Code Amendment, Subsection 54-2(a). Subsection 54-2(a) of the City Code is hereby amended as follows (words that are ~~stricken out~~ are deletions; words that are underlined are additions; provisions not referenced are not being modified):

(a) When two or more adjoining vacant lots with continuous frontage ~~were~~are under single ownership on or after October 7, 1957, and one or more of such adjoining lots have a width or lot area less than is required by the dwelling district in which they are located, such substandard lot or lots shall be aggregated so as to create one or more lots, each of which shall conform to the minimum width and area requirements in effect at the time of aggregation ~~of~~ for the district in which they are located, and the substandard lot or lots so aggregated shall be considered one tract.

SECTION 6. City Code Amendment, Subsection 54-171. Section 54-171 of the City Code is hereby amended as follows (words that are ~~stricken out~~ are deletions; words that are underlined are additions; provisions not referenced are not being modified):

Sec. 54-171. - Deposit.

(a) Each applicant for a formal subdivision, nonresidential site plan and/or a planned development shall submit a \$5,000.00 deposit payable to the city by money order or cashier's check drawn on a financial institution authorized to do business in the county at the time of submission. Each applicant for an informal subdivision shall submit a \$1,000.00 deposit payable to the city by money order or cashier's check drawn on a financial institution authorized to do business in the county at the time of submission. Each proposed subdivision, nonresidential site plan, and/or planned development, hereinafter shall be individually and collectively referred to as "project." No review of any project by the city or the city's employees, agents, contractors or consultants, shall commence until: (i) the deposit has been received by the city, and (ii) a written authorization for the city to proceed with review and a written agreement to pay all costs, expenses and fees have been executed and delivered by the property owner and/or applicant to the city.

(b) Costs, expenses, and fees incurred by the city may be deducted from the deposit as provided in section 54-173. The amount of the deposit remaining after costs, expenses and fees due the city have been deducted, If any, shall be returned to the applicant within 30 days of withdrawal of the project or within 30 days of final approval of the subdivision plat or lot split or within 30 days of a certificate of occupancy being issued for a nonresidential site development or planned development, as applicable.

(c) An applicant for a lot split under Section 50-33(6) shall submit a non-refundable fee of \$300.00, and the City shall not review, process, or act upon a lot split application until such fee is received.

SECTION 7. Pending Applications. All complete lot split applications received by the City prior to the effective date of this Ordinance shall be governed by the City Code provisions in effect at the time of receipt of such application.

SECTION 8. Diagrams. The City Council, City Manager, and/or the City Manager's designee shall have the authority to adopt diagrams illustrating how to measure lot width, lot depth, and other matters related to lot dimensions. The relevant City Code provisions shall be interpreted in accordance with such diagrams.

SECTION 9. Codification. This Ordinance shall be incorporated into the Belle Isle Land Development Code. Any section, paragraph number, letter and/or any heading may be changed or modified as necessary to effectuate the foregoing. Grammatical, typographical and similar or like

errors may be corrected, and additions, alterations, and omissions not affecting the construction or meaning of this ordinance and the City Code may be freely made.

SECTION 10. Severability. If any section, subsection, sentence, clause, phrase, word or provision of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, whether for substantive, procedural, or any other reason, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

SECTION 11. Conflicts. In the event of a conflict or conflicts between this Ordinance and any other ordinance or provision of law, this Ordinance controls to the extent of the conflict, as allowable under the law.

SECTION 12. Effective date. This ordinance shall become effective immediately upon adoption by the City Council of the City of Belle Isle, Florida.

FIRST READING: _____, 2019

SECOND READING: _____, 2019

	YES	NO	ABSENT
Ed Gold	_____	_____	_____
Anthony Carugno	_____	_____	_____
Karl Shuck	_____	_____	_____
Mike Sims	_____	_____	_____
Harvey Readey	_____	_____	_____
Jim Partin	_____	_____	_____
Sue Nielsen	_____	_____	_____

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

CITY OF BELLE ISLE

Nicholas Fouraker, Mayor

ATTEST:

Yolanda Quiceno, City Clerk

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

Meeting Date: May 21, 2019

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: BING Grant for Belle Isle West

Background: Belle Isle West is applying for a BING Grant in the amount of \$1,400 for fence painting at the front of the neighborhood at Gondola. The total amount is \$2,750. This is a District 3 BING Grant Belle Isle West sought 3 quotes and the documentation is complete.

Staff Recommendation: Approve the grant

Suggested Motion: I move to approve the BING Grant for Belle Isle West for fence painting for the requested grant amount of \$1,400.

Alternatives: Do not approve.

Fiscal Impact: \$1,400

Attachments: Grant application



**CITY OF BELLE ISLE
NEIGHBORHOOD PRIDE GRANTS
Grant Application**

Submit the original application along with any attachments to The City of Belle Isle, 1600 Nela Avenue, Belle Isle FL 32809. Grants will be awarded on a first come, first served basis by district.

PLEASE PRINT

Applicant Contact Information

Applicant Organization Name: Belle Isle West
 Project Contact Name: Donna Richards
 Mailing Address: 1707 Colleen Drive
Belle Isle, FL. 32809
City, State 407-859-7070 Zip
 Daytime Phone: 407-587-9615 Evening Phone: 407-587-9615
 Email: dnrichards52@bellsouth.net

ALTERNATIVE CONTACT INFORMATION

Alternate Contact Name: Betty Prikltyl
 Daytime Phone: 407-826-9473 Evening Phone: _____
 Email: bjprikltyl@bellsouth.net

GRANT INFORMATION

Type of Project — please select all that apply:

- | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <input type="radio"/> Landscaping <input type="radio"/> Reader Board Sign <input type="radio"/> Ground Lighting <input checked="" type="radio"/> Wall/Fence pressure washing and or painting <input type="radio"/> Irrigation "Repairs" | <ul style="list-style-type: none"> <input type="radio"/> Fountains <input type="radio"/> Other (please explain) <input type="radio"/> Project Street Address or Nearest Intersection:
_____ |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
- Total amount of project: 2750
- Grant amount requested: 1400
- Neighborhood participation amount (remainder of invoice) 1350

PROJECT INFORMATION

Please provide the answers to the following questions.

- Description of the Project.** - This summary should provide an overview of the entire project; include what improvements will be constructed, installed, or applied. Remember to demonstrate the need for the project.
Paint fence
- State the location and land ownership of the proposed project** - Is the project on public property? (Right-of-way use agreement/permit will be required.) Please state the exact location of the project, including an address or cross streets.
PAINT FENCE AT FRONT OF NEIGHBORHOOD ON DONDOLA
- Attach 2-5 photos, and include a brief description of each photo. Please also provide the original color photos.
- Project Maintenance:** Describe how the property has been maintained in the past, and how the project will be maintained and by whom after it is completed.
Belle Isle West maintains the area
- Describe why this project is important to the community.** Provide a brief summary of how the project will enhance the quality of life in the community. How will this project empower your organization to work together to accomplish common goals and objectives? (i.e., to improve neighborhood communication and participation).

Fence painting ~~will~~ our entrance to Belle Isle West will improve the overall appearance to our subdivision

BING TEAM ROSTER

Each organization is required to have at least a 3 to 5 member team who will help plan and implement your community project. Team members will be required to sign the team member roster as a part of the grant application. Each team member must indicate his or her role/responsibility on the team.

PRINT NAME & SIGNATURE	ADDRESS/PHONE/EMAIL	ROLE/RESPONSIBILITY
Print: Donna Richards Signature: <i>Donna Richards</i>	1707 Colleen Dr. Orl 407-859-7070 drichards52@bellsouth.net	
Print: Chris Garland Signature: <i>Christine T. Garland</i>	1808 Colleen Dr Orl 32809 407-859-7734 garlandc03@juno.com	christine.garland@gmail.com
Print: Betty Prickett Signature: <i>Betty Prickett</i>	1708 Pam Circle 407 826 9473 bjprickett@bellsouth.net	
Print: Signature: Print: Signature: Print: Signature:		

SUGGESTED TEAM ROLES: **PROJECT MANAGER**, — Team Captain. Responsible for leading project, getting a group consensus on which project the group wants to pursue. **ASST PROJECT MANAGER** — Co-Captain. Will work in concert with the project manager and assist obtaining quote(s) once the project idea has been decided upon. This position can also serve as the "Fund Watcher" monitoring project expenses. **APPLICATION WRITER** — will work with project manager in organizing and developing BING application and submitting final report and pictures upon completion of project.

BELLE ISLE NEIGHBORHOOD GRANTS (BING)

BUDGET AND GRANT REQUEST		
NAME OF BUSINESS	TOTAL COST	DESCRIPTION OF SERVICES
<i>GILLESPIE PAINTING</i>	<i>2,750.00</i>	<i>SEE ATTACHED ESTIMATE</i>
TOTAL AMOUNT OF PROJECT	<i>2,750.00</i>	
GRANT AMOUNT REQUESTED	<i>1,400.00</i>	
NEIGHBORHOOD PARTICIPATION AMOUNT (REMAINDER OF INVOICE)	<i>1,350.00</i>	

MAY 10 '19 AM 8:56



estimate

Gillespie Painting, L.L.C.

James Gillespie, Owner and Operator
7212 Lake Drive
Belle Isle, FL 32809
(407) 962-5605
Gillespiepaintingllc@gmail.com

Date: April 25, 2019

To

Donna Richards
Drichards52@bellsouth.net
407-587-9615

Description of exterior work to be done at Belle Isle West, Orlando Fl

- Pressure wash fence
- Cover and protect areas not to be painted
- Repair cracks in stucco
- Apply two (2) coats of Sherwin Williams Resilience in a finish to be decided to fence
- Clean up jobsite in a neat and professional manner at the end of each

Total Labor and Materials: \$ 2,750.00

Warranty: Gillespie Painting, L.L.C. warrants to the Homeowner for a period of up to four years from the date of completion that the paint or stain on the home shall not split, chip, peel, flake, blister or excessively chalk. Gillespie Painting, L.L.C. shall not be liable for any special, incidental damages. The Homeowner will also receive a 7 year limited material warranty from Sherwin Williams.

We are professional painting contractors with an outstanding customer satisfaction and referral rating. That means our future is on display every day — in how we paint every type of house and building: interior, exterior, residential, commercial, office, and condominium.

Thank you for your business!

ESTIMATE

Sign Print Download

Interested in moving forward?
Let us know!

[Approve Estimate](#)

Garibaldi Coatings

Email: garibaldicoatings@gmail.com

Betty
Belle Isle West
(407) 836-9473

Estimate # 000040
Date 07/25/2018

Description	Total
Pressure wash 1700 linear feet of fence. Minor stucco repairs on columns and stuccoed walls. Paint stucco walls columns and wood fencing. Labor \$2040.00 materials \$960.00	\$3,000.00

Financing Options Available

Low monthly payments to fit your budget

[Get Approved](#)

Checking your rate won't impact your credit score

Subtotal \$3,000.00
Total \$3,000.00