



CITY OF BELLE ISLE, FL CITY COUNCIL MEETING

Held in City Hall Chambers 1600 Nela Avenue
Held the 1st and 3rd Tuesday of Every Month
Wednesday, March 27, 2024 * 6:30 PM

AGENDA

City Council

Nicholas Fouraker, Mayor

Vice-Mayor – Beth Lowell, District 5

District 1 Commissioner – OPEN | District 2 Commissioner – OPEN | District 3 Commissioner – OPEN

| District 4 Commissioner – Jason Carson | District 6 Commissioner – Stan Smith | District 7 Commissioner – Jim Partin

Welcome

Welcome to the City of Belle Isle City Council meeting. Please silence all technology during the session. Thank you for participating in your City Government.

1. **Call to Order and Confirmation of Quorum**
2. **Invocation and Pledge to Flag** - Vice Mayor Lowell, District 5
3. **Public Comments & Announcements** - *Persons desiring to address the Council must complete and provide the City Clerk a yellow "Request to Speak" form and are limited to three (3) minutes, with no discussion. When the Mayor recognizes you, state your name and address and direct all remarks to the Council as a body.*
4. **Presentations**
 - a. Presentation of PD Awards
5. **Consent Items** - *These items are considered routine, and one motion will adopt them unless a commissioner requests to have an item removed from the consent agenda and considered separately.*
 - a. Approval of the City Council meeting minutes - March 5, 2024
 - b. Approval of the Execution of 22FRP106 Standard Grant Agreement: Sol Avenue Rebuild
6. **Unfinished Business**
 - a. SECOND READING AND ADOPTION ORDINANCE 24-01 - AN ORDINANCE OF THE CITY OF BELLE ISLE, FLORIDA, CHANGING THE MEMBERSHIP REQUIREMENT FOR THE TREE BOARD MEMBERS; SEVERABILITY, CONFLICTS, AND EFFECTIVE DATE.
7. **New Business**
 - a. Interview & Possible Appointment of Frank Vertolli to the District 1 Commission Seat
 - b. Interview & Possible Appointment of Holly Bobrowski to the District 2 Commission Seat
 - c. PURSUANT TO BELLE ISLE CODE SECTION 50-33 (6), THE CITY COUNCIL SHALL CONSIDER AND TAKE ACTION ON A REQUESTED LOT SPLIT APPLICATION TO ALLOW A SINGLE-FAMILY RESIDENTIAL PROPERTY TO BE SPLIT INTO TWO LOTS, SUBMITTED BY APPLICANT MARVEL QUEVEDO, LOCATED AT 1711 HOFFNER AVENUE, BELLE ISLE, FLORIDA 32809 ALSO KNOWN AS PARCEL #19-23-30-4390-00-030.
 - d. Review and Award of PD and Safety Services Boat Dock RFP 24-01
 - e. Approval of Sponsorship for 5th Annual Hearts Against Hunger 5K
8. **Attorney's Report**
9. **City Manager's Report**
 - a. Chief's Report
 - b. Public Works Report
10. **Mayor's Report**
11. **Commissioners Report**
12. **Adjournment**



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

**Tuesday, March 5, 2024 * 6:30 PM
MINUTES**

Present was:

- District 4 Commissioner – Jason Carson
- District 5 Commissioner – Beth Lowell
- District 6 Commissioner – Stan Smith
- District 7 Commissioner – Jim Partin

Absent was:

- Mayor - Nicholas Fouraker
- District 1 - OPEN
- District 2 - OPEN
- District 3 - OPEN

1. Call to Order and Confirmation of Quorum

Vice Mayor Lowell called the meeting to order at 6:30 pm, and the Clerk confirmed quorum.

Also present were City Manager Rick Rudometkin, Attorney Chumley, Chief Grimm, Public Works Director Phil Price, and City Clerk Yolanda Quiceno.

2. Invocation and Pledge to Flag

Commissioner Carson gave the invocation and led the Pledge to the Flag.

3. Public Comments

Vice Mayor Lowell opened for Public Comments.

- Vicki Littell residing at 2617 Homewood spoke on behalf of the Hearts Against Huger 5k sponsorship and asked for Council consideration in corporate sponsorship for the event. She provided the application for the record. There being no further comments, Vice Mayor Lowell closed public comments.

4. Consent Items

- a. Approval of Centennial Seal
- b. Approval of Commemorative Artwork
- c. Proclamation Pioneer Days: The Wheels of Time, February 2024
- d. Approval of the City Council Workshop minutes – February 20, 2024
- e. Approval to Accept the JAG/FDLE Grant for Traffic Safety Project
- f. Approval of Canon Lease Agreement Renewal for Admin and PD

Vice Mayor Lowell called for a motion to approve Consent Items.

Comm Smith moved to approve the consent items as presented.

Comm Carson seconded the motion which passed unanimously.

5. Unfinished Business – No report.

6. New Business

- a. First Reading and Consideration Ordinance 24-01 AN ORDINANCE OF THE CITY OF BELLE ISLE, FLORIDA, CHANGING THE MEMBERSHIP REQUIREMENT FOR THE TREE BOARD MEMBERS; SEVERABILITY; CONFLICTS AND EFFECTIVE DATE.

Vice Mayor Lowell read Ordinance 24-01 by Title.

Comm Smith moved to advance Ordinance 24-01 for Second Reading and Adoption at the next Council meeting.

Comm Carson seconded the motion which passed unanimously 4:0.

- b. Discussion to Change the Mar 19, Aug 20, Nov 5 Council Meeting Dates

The staff requested rescheduling Council meetings (March 19, August 20 and Nov 5) to allow the Supervisor of Elections Office to utilize City Hall as a polling place for its residents. After Council discussion,

Comm Carson moved to reschedule the March 19 City Council meeting to March 27, 2024, at 6:30 pm.
Comm Smith seconded the motion which passed unanimously, 4:0.

Comm Partin moved to reschedule the August 20 City Council meeting to August 22, 2024, at 6:30 pm.
Comm Smith seconded the motion which passed unanimously, 4:0.

Comm Smith moved to reschedule the November 5 City Council meeting to November 6, 2024, at 6:30 pm.
Comm Partin seconded the motion which passed unanimously, 4:0.

9. **Attorney's Report** – No report.

10. **City Manager's Report**

City Manager Rudometkin gave a brief update on upcoming events and projects,

- Budget Hearing preparation is moving forward.
- Centennial event planning is on-going.
- Two applications for the open Council seats will be on the next agenda.
- Reviewing options for a municipal building.
- On April 2nd Comm Smith and Vice Mayor Lowell will be sworn-in for their newly appointed term.

a. Chief's Report

Chief Grimm gave a STAT report on citations issued in a two-week period totaling 302 with 1,875 Red Light Camera citations. Four officers have graduated classes in new techniques and 4-LPRs have been installed on message boards.

b. Public Works Report

Phil Price gave a brief update on sidewalk repair active projects; Lake Conway Shore has been completed. The staff continues to provide street sweeping throughout the City.

11. **Mayor's Report** – No report.

12. **Items from Council**

Comm Smith spoke on Code issues on McCoy Road and asked if it can be revisited. Comm Smith announced the Hot Rod for Heros on March 16th at the Oviedo Mall in honor or raising funds for honor flights for veterans. Vice Mayor Lowell asked PW for a list of sidewalks that are to be paved in the City.

13. **Adjournment**

With no further business, Vice Mayor Lowell called for a motion to adjourn.
The motion passed unanimously at 7:00 pm.

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

Meeting Date: March 27, 2024
To: Honorable Mayor and City Council Members
From: Yolanda Quiceno, City Clerk
Subject: Approval of Sol Avenue Rebuild Project 22FRP106 Standard Grant Agreement

Background:

In 2021, the City Council approved the Sol Avenue Rehabilitation Project. Sol Avenue has had problems with standing water and pavement deterioration due to the roadway and drainage being poorly designed and built. The subbase of clay and dirt allows groundwater to rise and damages the pavement, making the drainage insufficient. The project, which has been completed, includes the application of a new road base and geotextile to prevent flooding.

In 2023, we found that the grant with the State of Florida Department of Environmental Protection Standard Grant Agreement, Number 22FRP106, was not fully executed by the parties as intended and to reimburse the City for its full and satisfactory completion of the Project, the parties wish to enter into this Standard Grant Agreement to amend Section 2.a. of Attachment 2 to Standard Grant Agreement 22FRP106 to extend the reimbursement period for the Project.

Staff Recommendation: Accept the Standard Grant Agreement

Suggested Motion: I move to accept the Agreement and have the mayor execute the Standard Grant Agreement as presented.

Fiscal Impact: \$196,862 from state grant

Attachments: Proposed Agreement

STANDARD GRANT AGREEMENT

This Agreement (the “Standard Grant Agreement”) is made and entered into this 24th day of February, 2023, by and between the City of Belle Isle, a local government of the State of Florida (hereinafter referred to as “Grantee”), and the State of Florida Department of Environmental Protection (hereinafter referred to as “Department”).

RECITALS

WHEREAS, the Grantee and the Department entered into a State of Florida Department of Environmental Protection Standard Grant Agreement, Number 22FRP106, effective on February 24, 2023, for reconstruction of municipal roadway “Sol Avenue,” including the application of new road base and geotextile to prevent flooding (the “Project”), a copy of which is attached hereto as Exhibit “A” and by this reference incorporated herein; and,

WHEREAS, Standard Grant Agreement Number 22FRP106 was not fully executed by the parties as intended; and,

WHEREAS, the Grantee has performed all intended project activities under Standard Grant Agreement 22FRP106 in an otherwise timely manner and to the full satisfaction of the Department, as per the terms and conditions set forth within and the Grant Work Plan contained in Attachment 3 thereto; and,

WHEREAS, in order to reimburse the Grantee for its full and satisfactory completion of the Project as intended, the parties wish to enter into this Standard Grant Agreement to amend Section 2.a. of Attachment 2 to Standard Grant Agreement 22FRP106 to extend the reimbursement period for the Project.

NOW, THEREFORE, in consideration of the premises and mutual covenants contained herein, the sufficiency of which is acknowledged hereby, the parties do agree as follows:

- 1. **Recitals.** The recitals set forth above are true and correct and are incorporated into the terms of this Standard Grant Agreement.

- 2. **Terms and Conditions.** The parties hereby acknowledge and agree that this Standard Grant Agreement shall be governed by the terms and conditions contained in Standard Grant Agreement Number 22FRP106, which are hereby incorporated herein and made a part hereof by this reference.

- 3. **Reimbursement Period.** Section 2.a. to Attachment 2 of Standard Grant Agreement Number 22FRP106 is hereby amended to read as follows:
 - a. **Reimbursement Period.** The reimbursement period for this Agreement begins from the beginning date of the State of Florida’s award of federal funding from the American Rescue Plan Act’s State and Local Fiscal Recovery Fund program to the Department (i.e., February 4, 2022) and concludes upon expiration of this Agreement.

The parties agree that this revised reimbursement period shall have retroactive applicability to all authorized Project activities that have been completed and shall be used for the remainder of the Project term between all parties.

- SIGNATURES ON FOLLOWING PAGE -

WHERETO, the parties have set their hands and seals effective the date whereon the last party executes this Standard Grant Agreement.

STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

CITY OF BELLE ISLE

By: _____
Secretary or Designee

By: _____
Authorized Representative or Designee

Print Name and Title

Print Name and Title

Date: _____

Date: _____

EXHIBIT A
to the Standard Grant Agreement

– EXHIBIT BEGINS ON FOLLOWING PAGE –

STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
Standard Grant Agreement

This Agreement is entered into between the Parties named below, pursuant to Section 215.971, Florida Statutes:

1. Project Title (Project): Sol Avenue Rebuild	Agreement Number: 22FRP106
2. Parties	
State of Florida Department of Environmental Protection, 3900 Commonwealth Boulevard Tallahassee, Florida 32399-3000	(Department)
Grantee Name: City of Belle Isle	Entity Type: Local Government
Grantee Address: 1600 Nela Avenue, Belle Isle, Florida 32809	FEID: 59-1450640 (Grantee)
3. Agreement Begin Date: Upon Execution	Date of Expiration: 9/30/2026
4. Project Number: FRP106 <i>(If different from Agreement Number)</i>	Project Location(s): 28.47147737 / -81.33265688
Project Description: Reconstruction of roadway to include road base and geotextile to prevent water from coming up through road base to prevent flooding.	

5. Total Amount of Funding:	Funding Source?	Award #s or Line Item Appropriations:	Amount per Source(s):
\$ 196,862.00	<input type="checkbox"/> State <input checked="" type="checkbox"/> Federal	152-D 22	\$ 196,862.00
	<input type="checkbox"/> State <input type="checkbox"/> Federal		\$
	<input checked="" type="checkbox"/> Grantee Match		\$ 295,293.00
Total Amount of Funding + Grantee Match, if any:			\$ 492,155.00

6. Department's Grant Manager Name: Hanna Tillotson Address: Resilient Florida Program 2600 Blair Stone Road, MS235 Tallahassee, Florida 32399 Phone: 850-245-7540 Email: Hanna.Tillotson@FloridaDEP.gov	or successor	Grantee's Grant Manager Name: Bob Francis Address: 1600 Nela Avenue Belle Isle, Florida 32809 Phone: 407-851-7730 Email: bfrancis@belleislefl.gov	or successor
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7. The Parties agree to comply with the terms and conditions of the following attachments and exhibits which are hereby incorporated by reference:

<input checked="" type="checkbox"/> Attachment 1: Standard Terms and Conditions Applicable to All Grants Agreements
<input checked="" type="checkbox"/> Attachment 2: Special Terms and Conditions
<input checked="" type="checkbox"/> Attachment 3: Grant Work Plan
<input checked="" type="checkbox"/> Attachment 4: Public Records Requirements
<input checked="" type="checkbox"/> Attachment 5: Special Audit Requirements
<input checked="" type="checkbox"/> Attachment 6: Program-Specific Requirements
<input type="checkbox"/> Attachment 7: Grant Award Terms (Federal) *Copy available at https://facts.fldfs.com , in accordance with §215.985, F.S.
<input checked="" type="checkbox"/> Attachment 8: Federal Regulations and Terms (Federal)
<input type="checkbox"/> Additional Attachments (if necessary):
<input checked="" type="checkbox"/> Exhibit A: Progress Report Form
<input type="checkbox"/> Exhibit B: Property Reporting Form
<input checked="" type="checkbox"/> Exhibit C: Payment Request Summary Form
<input type="checkbox"/> Exhibit D: Quality Assurance Requirements
<input type="checkbox"/> Exhibit E: Advance Payment Terms and Interest Earned Memo
<input type="checkbox"/> Exhibit J: Common Carrier or Contracted Carrier Attestation Form PUR1808
<input checked="" type="checkbox"/> Additional Exhibits (if necessary): Exhibit F: Final Report Form, Exhibit G: Photographer Release Form, and Exhibit H: Contractual Services Certification

b.

8.	The following information applies to Federal Grants only and is identified in accordance with 2 CFR 200.331 (a) (1):	
Federal Award Identification Number(s) (FAIN):	SLFRP0125	
Federal Award Date to Department:	2/4/2022	
Total Federal Funds Obligated by this Agreement:	\$196,862.00	
Federal Awarding Agency:	U.S. Department of Treasury	
Award R&D?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A	

IN WITNESS WHEREOF, this Agreement shall be effective on the date indicated by the Agreement Begin Date above or the last date signed below, whichever is later.

City of Belle Isle

GRANTEE

By DocuSigned by:
Nicholas Fouraker
CE6FDE6A8C0A477...
(Authorized Signature)

2/13/2023

Date Signed

Nicholas Fouraker

Print Name and Title of Person Signing

State of Florida Department of Environmental Protection

DEPARTMENT

By *Alex Reed*
Secretary or Designee

2/24/2023

Date Signed

Alex Reed, Director of the Office of Resilience and Coastal Protection

Print Name and Title of Person Signing

Additional signatures attached on separate page.

ORCP Additional Signatures


DEP Grant Manager, Hanna Tillotson


DEP QC Reviewer, Jeremy Jimenez

Local Sponsor may add additional signatures if needed below.

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

Meeting Date: March 27, 2024
To: Honorable Mayor and City Council Members
From: Yolanda Quiceno, City Clerk
Subject: Ordinance 24-01 Second Reading & Adoption regarding Tree Board Membership

Background:

The Council discussed the tree board process, duties, and membership at the February workshop. At the request of a Tree Board member, the Council discussed changing the membership from seven (7) to five (5) board members. Staff noted at the workshop that to continue Tree USA designation, one requirement is to have an active Tree Board.

The Council approved the first reading at the March 5th meeting.

Staff Recommendation: Second Reading and Adoption

Suggested Motion: I move to adopt Ordinance 24-01 as presented.

Fiscal Impact: N/A

Attachments: Proposed Ordinance

ORDINANCE 24-01

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AN ORDINANCE OF THE CITY OF BELLE ISLE, FLORIDA, CHANGING THE MEMBERSHIP REQUIREMENT FOR THE TREE BOARD MEMBERS; SEVERABILITY; CONFLICTS AND EFFECTIVE DATE.

- WHEREAS,** the City Council of the City of Belle Isle, Florida, created A Tree Advisory Board under Ordinance 17-18; and
- WHEREAS,** the Tree Advisory Board has established its rules and procedures for meetings, and
- WHEREAS,** the Tree Board established a membership requirement of seven members to be appointed at large by the City Council, and
- WHEREAS,** the Tree Board desires to modify the requirement for membership from seven (7) members to five (5) members to be appointed at large by the City Council.

NOW, THEREFORE BE IN ENACTED BY THE CITY COUNCIL OF THE CITY OF BELLE ISLE, FLORIDA, AS FOLLOWS,

Section 1.

Membership. That said city tree board shall consist of ~~seven~~ five (5) members to be appointed at large by the city council. The members of said board shall be residents of the municipality and shall serve at the pleasure of the city council. Appointments to the board and shall be on the basis of experience or interest in trees.

1 **Section 2. Severability**

2 If any section or portion of this ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held
3 to invalidate or impair the validity, force, or effect of any other section or portion of a section or subsection or
4 part of this ordinance.

5
6 **Section 3. Conflicts**

7 That all parts of the ordinance in conflict herewith are hereby repealed.

8
9 **Section 4. Effective Date**

10 This ordinance shall take effect immediately upon its final passage and adoption.

11 Passed first reading on March 5, 2024

12 Second Reading and Adoption this ____ day of _____, 2024.

	YES	NO	ABSENT
14			
15 District 1	_____	_____	OPEN
16 District 2	_____	_____	OPEN
17 District 3	_____	_____	OPEN
18 Jason Carson	_____	_____	_____
19 Beth Lowell	_____	_____	_____
20 Stan Smith	_____	_____	_____
21 Jim Partin	_____	_____	_____

22
23 ATTEST: _____

24 Yolanda Quiceno, CMC-City Clerk

Nicholas Fouraker, Mayor

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Approved as to form and legality
Dan Langley, City Attorney

STATE OF FLORIDA
COUNTY OF ORANGE

I, Yolanda Quiceno, City Clerk of the City of Belle Isle do hereby certify that the above and foregoing document
ORDINANCE 24-01 was duly and legally passed by the Belle Isle City Council, in session assembled on the
_____ day of _____, 2024, at which session a quorum of its members were present.

Yolanda Quiceno, CMC-City Clerk

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

Meeting Date: March 27, 2024
To: Honorable Mayor and City Council Members
From: Yolanda Quiceno, City Clerk
Subject: Appointment of District 1 and District 2 Candidates

Background: The City received two Letters of Interest to fill the open seat for District 1: Frank Vertolli and District 2: Holly Bobrowski. Both meet the qualifications as outlined in Section 3.02 of the City Charter. The process for filling this position is City Council may interview the applicants if it so desires. The applicant's method and manner of selection to fill the vacancy shall be at the council's discretion. A majority vote of the council at a public hearing shall approve the new member to fill the vacancy. The selected applicant must agree to accept the position and comply with all applicable state, local, or municipal laws, rules, charters, or ordinances, including all public disclosure requirements. If not, the council shall select another applicant for the vacancy.

Staff Recommendation: Review the Letters of Interest, Interview both candidates and vote on the candidate.

Suggested Motion: I move we approve (Name of Candidate) as Commissioner for (District 1) (District 2) until the next election.

Fiscal Impact: None

Attachments: Letters of Interest



FEB 22 '24 PM 3:44

**The City of Belle Isle
Application for City Council Position**

First Name: FRANK

Last Name: VERTOLLI

Address: 5106 SAINT MARIE AVE. BELLE ISLE, FL.

Contact Number: 609 364 8814 Email: bigfrank@VERTOLLI.COM

How many years have you lived in Belle Isle? 1 YEAR

Have you previously served on any official City Boards, Commissions, or City Committees? If yes, please list Boards/Commissions/Committees & Years of Service:

Please list any additional Community/Civic Activities:

SEE ATTACHED

Please submit this form, with a copy of your letter of interest and resume, and any other information you wish to share with the City Council to City Clerk Yolanda Quiceno, City of Belle Isle, 1600 Nela Avenue, Belle Isle, FL 32809, or via email at yquiceno@belleislefl.gov

All applications must be received by February 26, 2024, at 3 pm. The City Manager, Rick Rudometkin, will contact applicants to schedule interviews with the Mayor and members of the City Council in mid-February.

Form 6 is now a requirement for qualifying. For more information, please visit <https://ethics.state.fl.us/FinancialDisclosure/DownloadAForm.aspx>.

February 21, 2024

FEB 22 '24 PM 3:44

To The Mayor and Council of Belle Isle:

My name is Frank Vertolli. My wife, Caroline, and I relocated from New Jersey on February 27, 2023. Before relocating we looked at several homes in the Orlando area. We chose Belle Isle because the neighborhood and surrounding area were beautiful, peaceful and friendly. We have thoroughly enjoyed our first year in Belle Isle, and I would like to assist in maintaining the standards of this wonderful community.

I am a registered voter. I have always been interested in community government and keep informed by attending council meetings. Due to the resignation of District Council 1, I recognize the opportunity to get involved and make a positive contribution to the community.

In addition to my application, I have attached a brief get to know me outline.

Thank you for your consideration.

Regards,



Frank A. Vertolli

Below are some get to know me highlights:

- Born and raised in Vineland, New Jersey
- High School Graduate
- Served US Military Navy Seabees 1966-1968 – heavy equipment operator
One year tour Vietnam
- Under my father's tutelage from a young age
 - Construction
 - Heavy Equipment Operation
 - Welding
 - Carpentry
 - Millwright
 - Boating
- For 2 years after the service, I operated heavy equipment and did carpentry work
- For the next 36 years, I was an electrician and certified welder for the IBEW
 - Ran jobs from small to in excess of a million dollars
 - General Foreman – managed crew of 40 building the Salem & Hope Creek Nuclear Plants
 - Forman roles – I attended job meetings to review job scope and progress with contractors
 - As a foreman for an electrical contractor my last 14 years, I'm proud to say every job I ran was on time and under budget.
 - Worked on everything from computer systems to high voltage transmission lines depending on the project.
- I belonged to the 5 Point Horn Hunters Deer Club in NJ and was President until relocating to Florida. I am still on the membership role in good standing.
- I spent many nights and weekends assisting my dad in building his dream 48' wood sport fishing vessel.
- In my youth, I served as a mate on several different fishing boats in Cape May, NJ. Later, I acquired my 6 passenger captains license which I held for 10 years.

Honorable Members of Council,

Please accept this correspondence as my expression of interest in fulfilling the remainder of term for the City of Belle Isle Council Seat, District 2.

I am a long time resident of the City and would be honored with the opportunity to serve on the City Council. Having been involved with the City for many years in other capacities, I am fully aware of the responsibilities that accompany this commitment and I am willing to strive to the fullest of my abilities to be a fair and informed commissioner.

Consideration for this opportunity is truly appreciated.

Regards,



Holly B. Bobrowski

FEB 23 '24 PM 1:36



FEB 23 '24 PM 1:36

**The City of Belle Isle
Application for City Council Position**

First Name: Holly

Last Name: Bobrowski

Address: 2400 Hoffner Avenue

Contact Number: 407-340-9131 Email: hbobrowski@aol.com

How many years have you lived in Belle Isle? 23

Have you previously served on any official City Boards, Commissions, or City Committees? If yes, please list Boards/Commissions/Committees & Years of Service:

- Belle Isle Tree Advisory Board - 4 years
- Belle Isle Special Events Committee -5 years
- Orange County Animal Services Classification Committee - 2 years

Please list any additional Community/Civic Activities:

Please submit this form, with a copy of your letter of interest and resume, and any other information you wish to share with the City Council to City Clerk Yolanda Quiceno, City of Belle Isle, 1600 Nela Avenue, Belle Isle, FL 32809, or via email at yquiceno@belleislefl.gov

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Holly B. Bobrowski

2400 Hoffner Ave. ♦ Belle Isle, FL 32809 ♦ (407) 340-9131 ♦
hbobrowski@aol.com

SUMMARY OF SKILLS

- Excellent Customer Service skills with a positive working attitude.
- Active listening and problem solving skills.
- Exceptional time management skills
- Ability to remain calm under pressure. Flexible.
- Proficient in Microsoft Office, PowerPoint, Excel and Outlook.
- Past experience in Hiring and EOE requirements.

EMPLOYMENT HISTORY

<i>Delta Air Lines (MCO)</i>	<i>Orlando, FL</i>	<i>1978-2020</i>
<ul style="list-style-type: none"> • Customer Service Agent responsible for above and below wing operations. • Supervisor both above and below wing • Administrative Supervisor responsible for hiring, budget and adhering to all State, National and International regulations. • Temporary Duty – City Manager – Nice France – responsible for establishing a positive rapport with local government and adhering to French transportation requirements and standards. • Flight Attendant, Service Leader and International Purser. 		

ACHIEVEMENT HIGHLIGHTS

- Recipient of several Customer Service Rewards.
- Responsible for hiring over 200 above and below wing agents.
- Past Member of the first Delta Complaint Resolution Process Team.
- Past Team Leader on the first Delta Care Team administering to families of victims and survivors of airline crashes and incidents.
- Assisted "Sky of Love" non-profit with collecting and transporting Christmas presents, school supplies and clothing to over 2000 orphans over 4 years to the Osu Childrens home in Accra Ghana.
- Past COO of the Easter Bunny Foundation supplying Law Enforcement Agencies with Easter Bunny Costumes and plush bunnies to supply their community outreach programs both in the United States and abroad.
- Served as a Messenger in the Florida State Senate



PLANNING & ZONING

City Hall
1600 Nela Avenue
Belle Isle, FL 32809

Office of the City Manager
Administration
407.851.7730 x105
407.240.2222 fax

Finance Department
407.851.7730 x104

Planning Department
407.793.5348 x103

Public Works
689.500.3473

Code Enforcement
407.849.8450

Police Department (PD)
407.240.2473 Office

407.836.4357
Non-Emergency

Website:
www.belleislefl.gov

Request for Lot Split

Date: March 20, 2024
To: Applicant Marvel Quevedo
Re: 1711 Hoffner Avenue, Belle Isle, FL 32809
PARCEL #19-23-30-4390-00-030
Case number: #2023-12-016

Project Overview

In December 2023, property owner Marvel Quevedo submitted a complete Lot Split Application for 1711 Hoffner Avenue in Belle Isle, Florida. The property currently features a single-family dwelling, a commercial building, and two accessory structures on a 1.94-acre lot. In 2019, Ms. Quevedo purchased the property with the existing nonconforming structures. The property owner seeks to split the lot into two parcels – resulting in one flagpole lot with lakefront access and a traditional, or interior, lot surrounded by parcels on three sides of the property. The proposal would maintain the residential and commercial buildings on one lot, with the second lot used to create a new single-family dwelling.

The property is legally nonconforming as the residential and commercial uses and buildings were permitted before the City’s Land Development Code (LDC) was established in 1992. The applicant has provided a Lot Split Application form, a survey and a legal description certified by a registered state surveyor of the property as it is to be divided, proof of ownership, and payment as set forth in the code. **The specific requirements for a lot split application are pursuant to sections 50-32, 50-33(1), 50-33(6) and 50-35, as the LDC outlines procedures for subdivision submittals and regulations for the design and performance of a subdivision.**

The applicant has also provided a Narrative Letter, petition from neighbors with no objection to the lot split proposal, and a Deed Restriction to not permit the legally nonconforming commercial building onsite after ten years. Staff requested additional information to review the proposed tree plan and the SFR site plan proposal for Lot 2. The applicant has shared that no trees would be removed, should the lot split be approved, and an outline of the proposed new single-family residence is shown on the property survey attached.

Land Use Designations and Public Service Providers

Future Land Use Designation: Low Density Residential
Zoning District: R-1-AA, Single-Family Residential
Current Uses: Commercial and Residential
Potable Water: Orlando Utilities Commission
Wastewater: On-site (Septic) Systems



PLANNING & ZONING

City Hall
1600 Nela Avenue
Belle Isle, FL 32809

Office of the City Manager
Administration
407.851.7730 x105
407.240.2222 fax

Finance Department
407.851.7730 x104

Planning Department
407.793.5348 x103

Public Works
689.500.3473

Code Enforcement
407.849.8450

Police Department (PD)
407.240.2473 Office

407.836.4357
Non-Emergency

Website:
www.belleislefl.gov

The City Land Development Code – Guidelines for Zoning Compliance

The Land Development Code (LDC), Chapter 50, Performance and Design Regulations, establishes subdivision standards for the City. **Section 50-73** outlines minimum building setbacks, lot sizes, floor area, and maximum building heights. For the R-1-AA zoning district, the minimum lot width is 85 feet, and the minimum lot size is 10,000 square feet.

Section 50-33(6) outlines the submittal requirements for a lot split application and further states that in this section, no variance will be given for any lot split that results in a lot or parcel that does not conform to every aspect of the LDC's requirements for newly created lots or parcels. The LDC explicitly states that no variance will be given for any lot split that results in a substandard lot.

Section 50-32 defines Lot Width as the following:

Lot width means the distance between the side lot lines, along a line drawn parallel to the front lot line measured at a distance from the front lot line equal to the greater of: (i) the minimum front yard setback required for the applicable zoning district, and (ii) a front yard setback established at a greater distance than required by the applicable zoning district pursuant to a deed restriction granted by the property owner in favor of the City.

The applicant, Marvel Quevedo, proposes a lot split that creates Lot 1 to meet the 85-foot lot width requirement and all other subdivision standards of the land development code. The configuration of Lot 2 proposes a 20-foot-wide accessway, extending 359.16 feet, and widens to an overall lot width of 116.94 feet.

Determination of Lot Split Application

Under **section 50-35**, Design Standards of Subdivision Regulations, a subdivision plat can only be approved if the Council finds after full consideration of all pertinent data that the subdivision can be served adequately and economically with public facilities and services suitable for a lot split request.

The Council must determine if the Lot Split Application for Lots 1 and 2 satisfies the City's Land Development Code requirements. Following **section 50-32**, the Council may measure the lot width of Lot 2 as 30 feet from the Hoffner Avenue right-of-way or 30 feet from the general front lot line located approximately 389.16 feet from the Hoffner Avenue right-of-way. Should a front yard setback be established at a greater distance than required by the applicable zoning district, then the Council may condition a deed restriction granted by the property owner in favor of the City.

If the Council approves the requested Lot Split Application, **section 50-33(6)(C)** requires the applicant to have the approved final plat recorded with the Orange County Comptroller's Office with signatures by City representatives. A Notice of No Further Lot Split, executed by the property owner, must also be approved by the City to record in the county's public records before the issuance of any building permit for lots or parcels created by lot split. The applicant must provide a copy of the recorded plat and notice of no further lot split to City Hall for zoning compliance to finalize the lot split permit process.

ALISON M. YURKO, P.A.
Attorneys at Law

Alison M. Yurko, Esq.
P.O. Box 2286
Winter Park, FL 32790

City Manager
City of Belle Isle
1600 Nela Ave.
Belle Isle, Fla. 32809

December 1, 2023/ Via Hand Delivery

Re: follow up on 1711 Hoffner Ave. lot split request

City Manager-

This letter is in follow up to our prior emails and correspondences. We have attached hereto a final survey that now incorporates the legal description for the two lots which will serve to supplement and finalize our pending application for this lot split originally sent to you all on October 12, 2023. Our review of the relevant code sections indicates that this proposal is in full compliance with the City of Belle LDC in the R1-AA zoning district as follows:

- 1) Each of the proposed lots meet the minimum lot width requirement per the specifications of section 50-32 of the Belle Isle code. We have specifically asked the surveyor to measure these lot width distances from the 30 foot front yard setback as required by section 50-32 of the code. New parcel A/ front lot has a lot width of 98.6 feet and new parcel B/ back lot has a lot width of 116.94 feet. These both exceed the 85 foot lot width requirement for R1-AA.
- 2) Each of the lots also has at least 15 feet on street as required by code. Parcel A is approximately .8 of an acre, while parcel B is 1.13 acres, both of which exceed the requirement under R-1AA standards of the Belle Isle City code of 10,000 square feet.

As you are aware Ms. Quevedo would not have purchased her property but for the written assurances of the former City manager that she would be able to build her new home on this property (see attached letters). Ms. Quevedo has both a legal and equitable right to receive this lot split approval. Her plans are to build on the back portion of the property, in the new parcel B/back lot which, upon approval of the lot split request, will be a completely conforming lot, with no variances required for the house construction. In the unlikely event that staff does not recommend approval of this lot split request, we look forward to addressing this issue with the Mayor and City Council at the earliest possible City Council meeting.

Thank you -
Alison Yurko
Alison Yurko
Alison Yurko PA

cc: Raquel Lozano
Mayor & City Council



**CITY OF BELLE ISLE,
FLORIDA**

1600 Nela Avenue
Belle Isle, Florida 32809
(407) 851-7730 • FAX (407) 240-2222
www.cityofbelleislefl.org

April 21, 2022

Marvel Quevedo
1711 Hoffner Ave.
Belle Isle, FL 32809

RE: 1711 Hoffner Avenue

Dear Ms. Quevedo:

Thank you for reaching out to me. According to the Orange County Property Appraiser your property is zoned R-1-AA. It is consistent with the zoning of other properties adjacent to you. The property contains a commercial building which for many years was used as a professional office by the prior owner.

After reviewing your situation, the City decided that as long as the office continues as a professional office use then it can remain. A wide range of commercial uses are permitted in the commercial land use; however, the zoning category C-1 specifies uses that are consistent with the characteristics of the land and surrounding area. The City believes that the office is consistent; however, the office footprint cannot be expanded. The commercial building and its business shall only be utilized by the person(s) residing in the single family residence on the subject property.

A new single family home may also be added, and the house currently on the property used by the property owner while the new house is being constructed. At the time of completion, the current house will become non-conforming and may not be expanded.

Sincerely,

Bob Francis, ICMA-CM
City Manager



**CITY OF BELLE ISLE,
FLORIDA**

1600 Nela Avenue
Belle Isle, Florida 32809
(407) 851-7730 • FAX (407) 240-2222
www.cityofbelleislefl.org

February 4, 2019

W. Wayne Matthews, O.D.
1711 Hoffner Ave.
Belle Isle, FL 32809

RE: 1711 Hoffner Avenue

Dear Matthews:

Thank you for taking the time with me and showing me your property at 1711 Hoffner Avenue. It is truly an impressive piece of land. After reviewing your situation, the City decided that as long as the office continues as a professional office use then it can remain. A wide range of commercial uses are permitted in the commercial land use; however, the zoning category C-1 specifies uses that are consistent with the characteristics of the land and surrounding area. The City believes that the office is consistent; however, the office may be remodeled but the footprint cannot be expanded. The commercial building and its business shall only be utilized by the person(s) residing in the single family residence on the subject property.

A new single family home may also be added, and the house currently on the property used by the property owner while the new house is being constructed. At the time of completion, the current house will become non-conforming and may not be expanded.

Sincerely,

Bob Francis, ICMA-CM
City Manager

No Objection to Marvel Quevedo Lot Split Request to Allow 2 lots at
1711 Hoffner Avenue

<u>Name</u>	<u>Address</u>
1. Robert & Marcia Britt	1721 Conway Isle Circle Belle Isle
2. Gary Brayley	5134 Darden Ave, Belle Isle FL
3. Constance Brayley	5134 Darden Ave, Belle Isle FL
4. [Signature]	5241 Old Islands Rd Belle Isle 32809
5. [Signature]	1622 Conway Isle Circle 32809
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____
13. _____	_____
14. _____	_____
15. _____	_____
16. _____	_____

No Objection to Marvel Quevedo Lot Split Request to Allow 2 lots at
1711 Hoffner Avenue

<u>Name</u>	<u>Address</u>
1. <u>Mike Alley</u>	<u>1719 Hoffner Avenue</u>
2. <u>Bambie Alley</u>	<u>1719 Hoffner Avenue, B.I.</u>
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____
13. _____	_____
14. _____	_____
15. _____	_____
16. _____	_____

PREPARED BY;
Alison Yurko
Alison Yurko PA
PO Box 2286
Winter Park, Fla. 32790

ABOVE SPACE RESERVED FOR
RECORDING PURPOSES ONLY

RESTRICTIVE COVENANT

THIS Restrictive Covenant (this "Restriction"), made and executed this day of _____, 2023, by Marvel Quevedo for herself and her heirs, successors and assigns (hereinafter Quevedo) in favor of the City of Belle Isle, a municipal corporation of the State of Florida, whose address is 1600 Nela Ave Belle Isle, Fla. 32809, (hereinafter "CITY").

WHEREAS, said restriction is a voluntary inducement given by Quevedo to the CITY in furtherance of, and a material part of a lot split approval which has created the new lot o the Property;

Now, Therefore, Quevedo, for the sum of \$10.00 and other valuable consideration, the receipt whereof is hereby acknowledged, does hereby agree and declare that the Property described in Exhibit A attached hereto (hereinafter "Property") shall be held, conveyed, encumbered, leased, rented, used, occupied and improved subject to the following limitations, restrictions, conditions and covenants:

1. As of the recording of this Restriction, the Property is considered to be a conforming lot, and the single family home currently located thereon is a conforming use. However, there is a legally non-conforming professional office use of the building located closest to the rear boundary of the Property ("Nonconforming Use"). The Nonconforming Use and the building it is within ("Building"), shall not be expanded nor shall the current professional use be changed to any type of higher intensity use. If the Nonconforming Use is abandoned or vacated for more than 180 days then it shall not be reestablished. Except for the existing Nonconforming Use, there shall be no commercial use of the Property and the Property shall only be used for single-family residential purposes. Since the Property has been created by a lot split, it shall not be further subdivided.
2. On or before March 27, 2024 2034, the Nonconforming Use shall no longer be permitted on the Property and such use shall completely cease and become a prohibited use; provided that the Building is permitted to remain if used and properly maintained, in accordance with applicable laws and regulations, as an accessory building to the principal single-family residential structure and use on the same lot and Building is not rented out to a tenant or sub-tenant who does not also rent the entire square footage of the principal single-family residential structure and the lot it sits on.

3. City may enforce the terms of this Restriction by any action available at law or in equity, including without limitation actions for injunctive relief, specific performance, as well as for compensatory and consequential damages. Further, the City may rescind, deny or withhold any development order or permit sought or received that is inconsistent with this Restriction. The rights and remedies available hereunder or at law or in equity are cumulative and the use of one remedy shall not be taken to exclude or waive the right to the use of another. This Restriction can only be terminated or amendment by written agreement of the CITY; provided however, that this Restriction shall be deemed to be terminated and of no further force and effect upon demolition of the Building; in which event CITY shall record a termination of this Restriction in the public records of Orange County within thirty (30) days of written request by the owner of the Property.

4. If any provisions contained herein shall be held to be invalid or to be unenforceable or not to run with the land, such holding shall not affect the validity or enforceability of the remainder of this Restriction.

5. This Restriction shall be recorded in the public records of Orange County, Florida, shall run with the land and shall be binding on the heirs, successors and assigns of Quevedo and perpetually be for the benefit of the City.

IN WITNESS WHEREOF, Quevedo has caused these presents to be executed in its name on the _____ day of _____ 2024,

"Quevedo "

Marvel Quevedo

1. _____
Printed Name and Address of Witness

Signature of Witness

2. _____
Printed Name and Address of Witness

Signature of Witness

STATE OF FLORIDA

COUNTY OF ORANGE

Sworn to or affirmed and signed before me by physical presence

on _____ by Marvel Quevedo

.

NOTARY PUBLIC

[Print, type, or stamp commissioned name of notary or clerk.]

_____ Personally known

_____ Produced identification

Type of identification produced _____

Accepted by the City of Belle Isle, a Florida municipal corporation

By: _____
Nicholas Fouraker, Mayor

Attest: _____
Yolanda Quiceno, City Clerk

Date: _____

Prepared By and Return To:
Celebration Title Group
Attn: Amanda C Douglas
950 Celebration Blvd, Suite D
Celebration, FL 34747

Order No.: 2019020190

Property Appraiser's Parcel I.D. (folio) Number:
19-23-30-4390-00030

WARRANTY DEED

THIS WARRANTY DEED dated April 1, 2019, by W. Wayne Matthews, a married man, whose post office address is 609 Mariner Way, Altamonte Springs, Florida 32701 (the "Grantor"), to Marvel Quevedo, a single woman, whose post office address is 1711 Hoffner Ave, Orlando, Florida, 32809 (the "Grantee").

(Wherever used herein the terms "Grantor" and "Grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

WITNESSETH: That the grantor, for and in consideration of the sum of No Dollars And No/100 Dollars (\$0.00) and other valuable consideration, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys, and confirms unto the grantee, all the certain land situated in County of ORANGE, State of Florida, viz:

Lot 3 and the East one half of Lot 2, LAKE CONWAY VIEWS, according to the plat thereof recorded in Plat Book J, Page 46, Public Records of Orange County, Florida; together with:

Begin on an extension of the Northeasterly line of Lot 3 of Lake Conway Views at the original water line of Lake Conway, which point is 290.4 feet South and 187.1 feet East of the Northwest corner of Section 19, Township 23 South, Range 30 East, run thence South 54°18'00" West 80 feet along the original line of Lake Conway to the Southwesterly line of said Lot 3 extended, thence North 48 degrees West along extension of said Southwesterly line 125 feet to the waters of Lake Conway, thence North 54°18'00" East 80 feet along waters of Lake Conway to the Northeasterly line of said Lot 3 extended, thence South 48°00'00" East, 125 feet to the Point of Beginning.

AND

Begin on an extension of the Northeasterly line of Lot 2 of Lake Conway Views of the original water line of Lake Conway which point is 337.1 feet South and 122.1 feet East of the Northwest corner of Section 19, Township 23 South, Range 30 East run thence S 54°18'00" West, 80 feet along the original water line to the Southwesterly line of said Lot 2 extended; thence N 48°00'00" West along extension of said Southwesterly line 125 feet to the waters of Lake Conway; thence N 54°18'00" East, 80 feet along said waters; thence S 48°00'00" East along extension of Northeasterly line of said Lot 2 a distance of 125 feet to the Point of Beginning.

Property is not the homestead of the grantor (seller) nor contiguous to the homestead of the grantor as defined by the constitution of the state of Florida

Subject to easements, restrictions, reservations and limitations of record, if any.

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in any wise appertaining.

TO HAVE AND TO HOLD the same in FEE SIMPLE forever.

AND the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to: 2018.

IN WITNESS WHEREOF, the said grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in presence of:

W. Wayne Matthews
W. Wayne Matthews

[Signature]
Witness Signature

Jason Sandvil
Printed Name of First Witness

Grantor Address:
609 Mariner Way
Altamonte Springs, FL 32701

[Signature]
Witness Signature

Scott Young
Printed Name of Second Witness

STATE OF Florida
COUNTY OF Orange

I, Jason Sandvil a Notary Public for the County of Orange and State of FL do hereby certify that W. Wayne Matthews, a married man personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 1st of April, 2019.

[Signature]
Notary Public

My Commission Expires:

(SEAL)



Jason Sandvil
NOTARY PUBLIC
STATE OF FLORIDA
Comm# GG085242
Expires 3/21/2021

If you own and occupy property as your primary residence as of January 1, 2024, you may qualify for an exemption. The deadline to file a 2024 exemption application is March 1, 2024.

c.

[Click Here To Apply for Homestead and Other Exemptions Online](#)

Print Date: 10/12/2023 System Refresh Date: 10/11/2023

1711 Hoffner Ave 19-23-30-4390-00-030

Name(s): Quevedo Marvel **Physical Street Address:** 1711 Hoffner Ave **Property Use:** 1700 - Office One Story

Mailing Address On File: 1711 Hoffner Ave **Postal City and Zip:** Orlando, FL 32809 **Municipality:** Belle Isle

1711 HOFFNER AVE, BELLE ISLE, FL 32809 10/4/2021 8:49 AM

[Incorrect Mailing Address?](#)

Property Name: Allstate Insurance Agency

[View 2023 Property Record Card](#)

[Upload Photos](#)

[PROPERTY FEATURES](#)

[VALUES, EXEMPTIONS AND TAXES](#)

[SALES](#)

[MARKET STATS](#)

[LOCATION](#)

Historical Value and Tax Benefits ⓘ

Has Homestead in 2023

Tax Year Values	Land	Building(s)	Feature(s)	Market Value	%	Assessed Value	%
2023 <input checked="" type="checkbox"/> MKT	\$826,980	\$233,751	\$3,875	\$1,064,606	6.5%	\$829,970	3.0%
2022 <input checked="" type="checkbox"/> MKT	\$787,600	\$208,462	\$3,875	\$999,937	27.8%	\$805,796	3.0%
2021 <input checked="" type="checkbox"/> MKT	\$585,000	\$193,451	\$3,875	\$782,326	2.2%	\$782,326	2.2%
2020 <input checked="" type="checkbox"/> MKT	\$575,000	\$184,243	\$6,125	\$765,368	N/A	\$765,368	N/A

Tax Year Benefits	Original Homestead	Additional Hx	Other Exemptions	SOH CAP	Tax Savings
2023 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> HX <input checked="" type="checkbox"/> CAP	\$25,000	\$25,000	\$0	\$234,636	\$4,504
2022 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> HX <input checked="" type="checkbox"/> CAP	\$25,000	\$25,000	\$0	\$194,141	\$3,813
2021 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> HX	\$25,000	\$25,000	\$0	\$0	\$660
2020 <input checked="" type="checkbox"/>			\$0		\$0

2023 Taxable Value and Estimate of Proposed Taxes ⓘ

Tax Year

2023	2022	2021	2020
------	------	------	------

Taxing Authority	Assd Value	Exemption	Tax Value	Millage Rate	%	Taxes	Tax Breakdown
Public Schools: By State Law (Rle)	\$829,970	\$25,000	\$804,970	3.1730	-1.3%	\$2,554.17	20%
Public Schools: By Local Board	\$829,970	\$25,000	\$804,970	3.2480	0.0%	\$2,614.54	20%
General County	\$829,970	\$50,000	\$779,970	4.4347	0.0%	\$3,458.93	27%
City Of Belle Isle	\$829,970	\$50,000	\$779,970	4.4018	0.0%	\$3,433.27	27%
Library - Operating Budget	\$829,970	\$50,000	\$779,970	0.3748	0.0%	\$292.33	2%
St Johns Water Management District	\$829,970	\$50,000	\$779,970	0.1793	-9.2%	\$139.85	1%
Lake Conway Mstu	\$829,970	\$50,000	\$779,970	0.5750	40.0%	\$448.48	3%
Totals				16.3866		\$12,941.57	

Non-Ad Valorem Assessments

2023 Non-Ad Valorem Assessments

Levying Authority	Assessment Description	Units	Rates	Assessment
CITY OF BELLE ISLE	BELLE ISLE RES - BIGBR - (407)851-7730	1.00	305.40	\$305.40
CITY OF BELLE ISLE	BELLE ISLE STRM - BISTRM - (407)851-7730	1.00	135.00	\$135.00
				\$440.40

36

2023 Gross Tax Total: \$13,381.97

2023 Tax Savings Tax Savings

Your taxes without exemptions would be: \$17,445.26

Your ad-valorem tax with exemptions is: - \$12,941.57

Providing You A Savings Of: = \$4,503.69

c.



City of Belle Isle

1600 Nela Avenue, Belle Isle, FL 32809
 Tel 407-851-7730 * Fax 407-240-2222 * www.belleislefl.gov

Lot Split Determination Application

City Code Chapter 50-33(6) - Non-Refundable \$300.00 application fee (BIMC SEC 54-171)

The City Manager or Designee reserves the right to determine whether this application is complete and accurate. Incomplete applications will not be processed and will be returned to the applicant. The processing time may take up to 5-business days. Please be aware septic systems are not approved with this request. Contact the Health Department at 407-836-2600 for the ability to install septic systems on these proposed lots.

PARENT PROPERTY INFORMATION		Parcel ID#	
Property Owner's Names <i>Marvel Quevedo</i>		Permit # <i>2023-12-016</i>	
Property Owner's Address <i>1711 Hoffner Ave</i>		Owner's Contact Number <i>(407) 460-2085</i>	
PERMITEE'S PROPERTY INFORMATION			
Permittee's Name <i>as above</i>		Permittee's Contact Number <i>''</i>	
Permittee's Address <i>''</i>			
Legal Description (Parent Tract and Proposed Lots) <i>Lot 3 and northeasterly 1/2 of Lot 2, Lake Conway View, PB J, P. 46 Orange County</i>			
Reason for Request <i>See attached letter</i>			
Are there any existing/pending permits for the subject property? (If yes, indicate on the survey)			Yes <input type="checkbox"/> No <input type="checkbox"/>
Overall Land Area <i>1.94 acres</i>		Are Septic tanks proposed <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Will Wells be used <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>* Central water to be brought to new home.</i>		All resulting lots have public access (Please indicate on the survey)	
How many total parcels proposed (3 max) <i>2</i>	For proposed split _____	Reconfiguration _____	Aggregation _____
Developable land area (less lake and wetlands) for each lot	Lot #1	Lot #2	Lot #3

<p style="text-align: center;">SUBMITTAL REQUIREMENTS:</p> <ul style="list-style-type: none"> ◆ Non-Refundable \$300.00 application fee (BIMC SEC 54-171). ◆ The applicant shall submit a <u>survey</u> and <u>legal description</u>, both certified by a registered state surveyor of the property as it is to be divided, payment as outlined in this Land Development Code or as otherwise prescribed by the city council or city manager, and proof of ownership acceptable to the City. <ul style="list-style-type: none"> ○ The survey, to scale, must contain at a minimum 1) all existing structures, 2) easements, 3) wetlands, 4) the NHWE for any water bodies, 5) the 100-year flood zone limit, 6) all adjoining rights-of-way, 7) proposed lot lines and dimensions, 8) lot areas, and 9) legal descriptions (of parent tract and all proposed lots). If septic systems or wells are proposed, the survey must indicate existing septic tanks, drain fields, and well locations. All lots shall maintain a minimum 20' fee for simple access to a dedicated public paved street. ◆ Notarized Owner Authorization (if the applicant is not the property owner). 	<ul style="list-style-type: none"> ◆ 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. <u>No lot or parcel or any portion of any lot or parcel created by a lot split shall be further divided by a 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 requirement for newly created lots or parcels. For example, no variance will be given for any lot split resulting in a substandard lot.</u> ◆ A Notice of No Further Lot Split shall be submitted and fully executed by the owner of the property submitted for a 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 substance substantially in accordance be 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."
--	--

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

Meeting Date: March 27, 2024

To: Honorable Mayor and City Council Members

From: Yolanda Quiceno, City Clerk

Subject: City Boat Dock – RFP 24-01 PD and Safety Services

Background:

In July 2023, the Belle Isle Police Department requested a dock to station their watercraft vehicles on Lake Conway for patrolling and security purposes. After further discussion at a November 2023 session, the Council discussed potential locations and agreed to move forward with the Wallace Beach (Easement) location.

On January 16, 2024, the Council approved having the staff obtain an official property survey and submit a request for proposal at the Wallace Beach Easement location. The RFP closed on March 12, 2024, and the City received two bids:

- Fender Marine - \$155,638.00
- Docks & Seawalls - \$354,225.00

Staff Recommendation:

Staff recommends accepting the proposal submitted by Fender Marine.

Suggested Motion:

I move to accept the RFP submittal by Fender Marine for \$155,638.

Fiscal Impact: \$175,000 ARPA Funds were Allocated (additional costs, such as supplies, fuel, and labor, may be determined).

Attachments: RFPs: Fender Marine and Docks & Seawalls

Bid Forms 00300

Contractors Name: Docks N Seawalls Inc.
 Project Identification: Bid # 2024-01:
Police Department and Safety Services Boat Dock
 Owner: CITY OF BELLE ISLE

- 1) The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the City in the form included in this document to complete all work as specified or indicated in the Project Manual for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the document.
- 2) The Bidder certifies that they have investigated the requirements to do business in the jurisdiction where the project is located and that they are either qualified to do business or will obtain such pre-qualification before the award of the contract.
- 3) The Bidder accepts all the terms and conditions in this document, including, without limitation, those dealing with the disposition of Bid Security (if applicable). This Bid will remain open for 60 days after the day of the Bid Opening. The Bidder will sign the Agreement and other documents required by the Contract Documents within ten days after the City's Notice of Award date.
- 4) In submitting this Bid, the Bidder represents, as more fully set forth in the Agreement, that:
 - a) The Bidder has examined copies of all Contract Documents and the following addenda:
 Date: 3/5/2024 Number: 1
 - b) The Bidder has examined the site and locality where the work is to be performed and the conditions affecting the cost, progress, or performance of the work and has made such independent investigations as the Bidder deems necessary.
 - c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm, or corporation or solicited any other Bidder to submit a false or sham Bid, and the Bidder has not sought by collusion to obtain for themselves any advantage over any other Bidder or over the City.
- 5) BIDDER will complete the Work for the following option:
 - Option 1: The bidder will provide a bid per Scope of Work Section 01100.

We Docks N Seawalls, Inc.
 have carefully examined the specifications and propose to provide the complete installation of material ADA handicapped accessible ramp and new boat dock at E Wallace Street ROW, including permitting and constructing a new two-slip boat dock.

Complete Project Base Bid as specified Lump Sum:

Option 1: \$ 354,225.00

The undersigned hereby declares that they have carefully examined the sites listed on the bid form and will complete the Two Boat Slip Dock for Law Enforcement and Safety Services according to the specifications.

The terms used in this Bid were submitted to the City of Belle Isle on the 12TH of MARCH, 2024.

By: R. Valle
Individual's Name - Signature

RAFAEL A. VALLE
Individual's Name - Printed

doing business as DOCKS N SEAWALLS, INC. (business name)

Business Address: 4409 HOFFNER AVE #339

Business Phone No.: 321 202 0478

Business Fax No.: N/A

Email: RAFAEL@DOCKSNSEAWALLS.COM

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

Mailing Address: 4409 HOFFNER AVE. #339

Street Address: 4409 HOFFNER AVE. #339

City, State, and Zip: ORLANDO, FL 32800-12

Telephone No.: 321 202 0478

Fax No.: N/A

Email: RAFAEL@DOCKSNSEAWALLS.COM


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

Drug-Free Workplace Certification Section 00300

Identical or "Tie" Bids:

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

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


3/12/24

 Name (signature) Date

 RAFAEL A. VALLE
 Name (printed)

 PRESIDENT
 Title

Public Entity Crimes – Sworn Statement Section 00300

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

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

This sworn statement by RAFAEL A. VALLE, PRESIDENT
Name and title of business representative

who is authorized to represent DOCKS N SEAWALLS, INC.
Business name

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

[Signature]
Signature

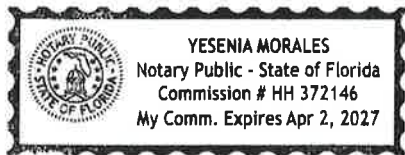
3/12/2024
Date

STATE OF FLORIDA
COUNTY OF ORANGE

Personally appeared before me, the undersigned authority, on this 12 day of Feb, 2024.

[Signature]
Notary Public

Apr 2, 2024
Commission Date





Vista Construction Team, Inc.

March 12, 2024

Rafael Valle
dba Docks N Seawalls, Inc.

REFERENCE LIST:

Southern Pine Lumber Company
6125 Hansel Ave
Orlando, FL 32809
Contact: Jay Weidner, Manager (407) 251-1900

Touchless Cover
10150 Central Port Dr
Orlando, FL 32824
Contact: Andreas Runzler, General Manager (407) 679-2217

Aluminum Boat Cradles
825 S Central Ave
Umatilla, FL 32784
Contact: Christy Hottinger, Owner (352) 669-3355

Streamline Permitting
1002 Fort Mason Dr
Eustis, FL 32726
Contact: Sheila Cichra, President (352) 602-7766

Docks N Seawalls, Inc.
4409 Hoffner Ave. Suite 339, Orlando, FL 32812
Phone; 321-202-0478

Bid Forms 00300

Contractors Name: Fender Marine Construction LLC
Project Identification: Bid # 2024-01:
Police Department and Safety Services Boat Dock
Owner: CITY OF BELLE ISLE

- 1) The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the City in the form included in this document to complete all work as specified or indicated in the Project Manual for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the document.
- 2) The Bidder certifies that they have investigated the requirements to do business in the jurisdiction where the project is located and that they are either qualified to do business or will obtain such pre-qualification before the award of the contract.
- 3) The Bidder accepts all the terms and conditions in this document, including, without limitation, those dealing with the disposition of Bid Security (if applicable). This Bid will remain open for 60 days after the day of the Bid Opening. The Bidder will sign the Agreement and other documents required by the Contract Documents within ten days after the City's Notice of Award date.
- 4) In submitting this Bid, the Bidder represents, as more fully set forth in the Agreement, that:
 - a) The Bidder has examined copies of all Contract Documents and the following addenda:
Date: 3/5/24 Number: 1
 - b) The Bidder has examined the site and locality where the work is to be performed and the conditions affecting the cost, progress, or performance of the work and has made such independent investigations as the Bidder deems necessary.
 - c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm, or corporation or solicited any other Bidder to submit a false or sham Bid, and the Bidder has not sought by collusion to obtain for themselves any advantage over any other Bidder or over the City.
- 5) BIDDER will complete the Work for the following option:
 - Option 1: The bidder will provide a bid per Scope of Work Section 01100.

We Fender Marine Construction LLC
have carefully examined the specifications and propose to provide the complete installation of material ADA handicapped accessible ramp and new boat dock at E Wallace Street ROW, including permitting and constructing a new two-slip boat dock.

3/12/2024
2:56pm.
7 | Page

Complete Project Base Bid as specified Lump

Sum: Option 1: \$ 155,638.00 _____.

The undersigned hereby declares that they have carefully examined the sites listed on the bid form and will complete the Two Boat Slip Dock for Law Enforcement and Safety Services according to the specifications.

The terms used in this Bid were submitted to the City of Belle Isle on the 12th of March, 2024.

By: 
Individual's Name - Signature

Timothy Abbott
Individual's Name - Printed

doing business as Fender Marine Construction Inc. (business name)

Business Address: 8010 Sunport Drive Unit 123 Orlando Fl. 32809

Business Phone No.: 407 481 8833

Business Fax No.: _____

Email: tim@fendermarine.com

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

Mailing Address: 8010 Sunport Drive Unit 123

Street Address: 8010 Sunport Drive Unit 123

City, State, and Zip: Orlando Fl. 32809

Telephone No.: 407-481-8383

Fax No.: _____

Email: tim@fendermarine.com

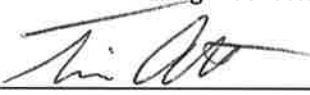
**It is understood that the City of Belle Isle reserves the right to accept or reject any or all bids not deemed in the City's best interest as determined by the City.*

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- 5) Implement this section and Make a good-faith effort to maintain a drug-free workplace.

	3/12/24
_____ Name (signature)	_____ Date
Timothy Abbott	
_____ Name (printed)	
President	
_____ Title	

Public Entity Crimes – Sworn Statement Section 00300

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

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

This sworn statement by Timothy Abbott - President
Name and title of business representative

who is authorized to represent Fender Marine Construction LLC
Business name

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

Timothy Abbott
Signature

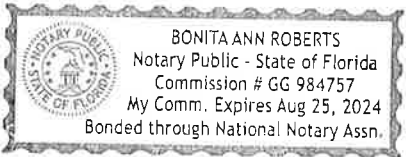
3/12/24
Date

STATE OF FLORIDA
COUNTY OF ORANGE

Personally appeared before me, the undersigned authority, on this 12 day of March, 2024.

Bonita Roberts
Notary Public

8/25/24
Commission Date



INSURANCE CONFIRMATION

On behalf of our client, Fender Marine Construction LLC,

and by acknowledging with signature below, the Agency have read and understand the insurance requirements for this Project. This Agency can and will provide a Certificate of Insurance (COI) that is compliant with the insurance requirements stated in this Solicitation and Agreement should our client be awarded the project.

Kelly White
Signature of Agent

Kelly White, Principal
Print Name & Title

Kelly White & Associates Insurance, LLC
Agency

1622 Hickman Rd
Jacksonville, FL 32216
Address

CC-5766-24/HSM
Project No.

03/11/2024
Date

Subcontractors List:

All Phases Electrical Contracting Inc.

427 Gaston Foster Rd. Suite 1, Orlando ,FL 32807

Perform Electrical Work

Touchless Boat Cover

10150 Central Port Dr. Orlando, FL 32824

Supply and Install Touchless Boat Covers

SIMILAR PROJECT EXPERIENCE - REFERENCES

d.

The Proposer shall provide the following information regarding experience within the **past three (3) years** of projects of similar complexity, nature and size as this project.

PROJECT NAME:	USCG Pier Replacement - Rebuild STA Port Canaveral and Waterfront USCG		
DESCRIPTION:	65'-0" pile bulkhead rebuild		
CLIENT'S NAME:	Whiting-Turner		
CONTACT PERSON:	Jacqueline Boino	PHONE NO:	602-245-2351
E-MAIL ADDRESS:	Jacqueline.Boino@whiting-turner.com		
CONTACT PERSON:		PHONE NO:	
E-MAIL ADDRESS:			

PROJECT NAME:	Las Brias Homeowners Association		
DESCRIPTION:	290 LF of seawall installation		
CLIENT'S NAME:	Las Brias HOA		
CONTACT PERSON:	Mr. Lentz	PHONE NO:	386-427-6602
E-MAIL ADDRESS:	Fastlan1@bellsouth.net		
CONTACT PERSON:		PHONE NO:	
E-MAIL ADDRESS:			

PROJECT NAME:	Duke Energy Cofferdams		
DESCRIPTION:	Cofferdam installation - sheet pile, dewatering		
CLIENT'S NAME:	D.H. Griffin Wrecking Company		
CONTACT PERSON:	Kornder	PHONE NO:	813-365-0601
E-MAIL ADDRESS:	rkornder@dhgriffin.com		
CONTACT PERSON:		PHONE NO:	
E-MAIL ADDRESS:			

PROJECT NAME:	Moontide Condominiums		
DESCRIPTION:	Beach access replacement - timber walkway with composite decking and handrail		
CLIENT'S NAME:	Moontide Condominiums		
CONTACT PERSON:	Jeff Consdorf	PHONE NO:	
E-MAIL ADDRESS:	jeffatmthoa@comcast.net		
CONTACT PERSON:		PHONE NO:	
E-MAIL ADDRESS:			


**ADDENDUM 1
TO
CITY OF BELLE ISLE
REQUEST FOR PROPOSALS**

**Police Department and Safety Service Boat Dock
RFP# 2024-01**

This Addendum is issued on March 5, 2024.

Question

- 1. Clarify whether the X-bracing is to be three feet from the mud line or NHWE.
Answer– Use the NHWE (normal high-water elevation.)


Tim ABBOTT PRESIDENT

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

Meeting Date: March 27, 2024
To: Honorable Mayor and City Council Members
From: Yolanda Quiceno, City Clerk
Subject: Sponsorship for the 5th Annual Hearts Against Hunger 5K

Background:

At the March 5, 2024, Council meeting, Vicky Littell requested the City sponsor the 5th Annual Hearts Against Hunger 5K. The event occurs on Saturday, May 11, 2024, in the City of Belle Isle, benefiting Servant’s Hearts Ministry.

Staff Recommendation: N/A

Suggested Motion: I move that we approve (\$____) for a sponsorship for the 5th Annual Hearts Against Hunger 5K.

Fiscal Impact: The City’s remaining budget is \$2,400 for this budget year. The donation amount will reduce this line item.

Attachments: Information Letter and Donation Form



Make an impact by sponsoring our 5th annual 5K!

Join Servant's Heart Ministry in our mission to feed and empower vulnerable children and families in our community.

Saturday, May 11, 2024
Belle Isle, Florida



DIAMOND

\$10,000 +

- Logo on Race Bib
- One year space on the Diamond Donor wall at offices.
- Co-branded marketing and advertising opportunities
- Prominent logo recognition at the start and finish line as presenting sponsor
- Prominent logo on race day shirts
- Most prominent logo on the banner at the event, named as presenting sponsor
- Prominent recognition in runner's packet insert and promotional items *(provided by sponsor)*
- Presenting sponsor recognition by emcee throughout race day and awards ceremony
- Reserved space for a corporate booth on race day
- Prominent recognition on all event advertisements *(including race registration, posters, brochures, fliers, E-mail blasts, website, newsletter, and social media)*
- 20 complimentary registrations

RUBY

\$7,500

- Prominent logo recognition at the start and finish line as presenting sponsor
- Prominent logo on race day shirts
- Co-branded marketing and advertising opportunities
- More prominent logo on the banner at the event, named as presenting sponsor
- Prominent recognition in runner's packet insert and promotional items *(provided by sponsor)*
- Presenting sponsor recognition by emcee throughout race day and awards ceremony
- Reserved space for a corporate booth on race day
- Prominent recognition on all event advertisements *(including race registration, posters, brochures, fliers, E-mail blasts, website, newsletter, and social media)*
- 15 complimentary registrations

PLATINUM

\$5,000

- Large logo on race day t-shirts
- Large logo on banner at the event
- Co-branded marketing and advertising opportunities
- More prominent logo on the banner at the event, named as presenting sponsor
- Prominent recognition in runner's packet insert and promotional items *(provided by sponsor)*
- Presenting sponsor recognition by emcee
- Reserved space for a corporate booth on race day
- Prominent recognition on all event advertisements *(including race registration, posters, brochures, fliers, E-mail blasts, website, newsletter, and social media)*
- Recognition in runner's packet insert and promotional items *(provided by sponsor)*
- 12 complimentary registrations

GOLD **\$2,500**

- Company logo will appear on the SHM website, newsletter, race website, banner, and posters
- Company logo will appear on race day shirts
- Recognition by emcee throughout race day and awards ceremony
- Reserved space for a corporate booth on race day
- 8 complimentary registrations

SILVER **\$1,000**

- Company name will appear on race day shirts
- Company logo will appear on the SHM website, newsletter, race website, banner, and posters
- Recognition by emcee throughout race day and awards ceremony
- Reserved space for a corporate booth on race day
- 4 complimentary registrations

BRONZE **\$500**

- Company logo will appear on the SHM website, newsletter, race website, banner, and posters
- Recognition by emcee throughout race day and awards ceremony
- 2 complimentary registrations

COMPANY NAME/ORGANIZATION _____

COMPANY MAILING ADDRESS _____

CITY, STATE, & ZIP CODE _____

PHONE _____ WEBSITE _____

CONTACT NAME _____ CONTACT PHONE _____

CONTACT EMAIL _____

AMOUNT ENCLOSED: \$ _____

Logo submissions need to be received by March 1.
Logo format in full color 300dpi, JPG or EPS files

DIAMOND \$10,000+

RUBY \$7,500

PLATINUM \$5,000

GOLD \$2,500

SILVER \$1,000

BRONZE \$500



Please make payable to:
Servant's Heart Ministry
6109 Anno Ave.
Orlando, FL 32809

Questions?

Call or text Wendy at 407-484-3368
events@servantsheartministry.org

SERVANTSHEARTMINISTRY.ORG/5K

Servant's Heart Ministry is a registered 501(c)(3) private, nonprofit organization. EIN: 01-0612200.
View the annual 990 report as submitted to the IRS and more information at cfound.org or guidestar.org.

