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WHEREAS, according to the City of Belle Isle Charter Section Sec. 2-54(a) Advisory Committees, the Council has the power to establish advisory committees;

and

WHEREAS, the City Council desires to amend further and restate the duties of the City Budget Advisory Committee as restated herein;

NOW, THEREFORE BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLE ISLE, FLORIDA, AS FOLLOWS,

Section 1. Purpose.

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

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2 Section 2. Definitions.

3 The term "committee," as used in this chapter, shall mean the city of Belle
4 Isle Budget Committee.

5 Section 3. Organization of the Budget Committee.

6 The committee is made up of seven (7) citizen members appointed by the city
7 council. Members are appointed by District according to the BIMC Section 2-
8 54(b) (1).

9 Section 4. Qualifications and terms of appointed members.

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

12 Appointed members:

13 A. Must be a resident of each of the city's districts.

14 B. May not be officers or employees of the city; and

15 C. Must be qualified voters of the city.

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

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22 Section 5. Term of appointed members.
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1 Appointed members serve staggered three-year terms, such that approximately
2 one-third of the terms of appointed members end each year. Members may apply
3 for reappointment.

4 Section 6. No compensation.

5 Appointed members shall not receive compensation for serving in this
6 capacity.

7 Section 7. Election of officers.

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

11 Section 8. Duties of Officers

12 A. Chairman:

- 13 1. The Chairman shall preside at all meetings of the Committee.
14 2. The Chairman shall schedule all meetings, assist in assembling the agenda
15 for all regular and special meetings of the committee, and notify all
16 members of said schedule.

17 B. Vice Chairman

- 18 1. In the absence of the Chairman, the Vice Chairman shall preside over and
19 assume all duties and responsibilities of the Chairman in addressing the
20 business of any regularly scheduled or special meeting.
21 2. Assist the Chairman in scheduling and coordinating all regularly
22 scheduled and special meetings of the Committee.

23 C. Secretary
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1 1. The Secretary shall take the minutes of meetings and shall sign same as
2 revised and approved.

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

6 Section 9. Removal/vacancies of citizen members.

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

14 Section 10. Meetings and notice.

15 The committee shall hold one or more meetings according to the budget
16 officer's schedule to review and approve the budget document. Once the
17 budget is approved, the budget committee will meet quarterly or as requested
18 by the budget officer. Budget committee meetings shall be open to the public
19 and noticed as required under Florida law. A quorum shall consist of at
20 least four members (in-person) of the Budget Committee. Members may
21 participate remotely according to Resolution 21-13 Rules for Remote
22 Participation requirements.

23 Section 11. Authority and duties of the budget committee.
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1 The Committee's authority shall be advisory only. The Committee shall have
2 the following duties:

3 A. To review and make recommendations on the annual operating budget as
4 proposed by the budget officer;

5 B. To review and make recommendations on annual capital expenditures as
6 proposed by the budget officer;

7 C. To review budget amendments as proposed by the budget officer;

8 D. To review the annual Comprehensive Annual Financial Report;

9 E. As directed by City Council, to research and advise the City Manager
10 and City Council of new revenue sources;

11 F. To act as the Auditor Selection Committee;

12 G. To review and make recommendations to the City Council on items that
13 may affect the adopted fiscal year budget as may be assigned by the City
14 Council from time to time;

15 H. Budget committee members have no special authority to request
16 information or direct staff to develop new reports;

17 I. The budget committee plays a large role in providing communication with
18 the community about the budget process and limitations within which the
19 local government works. Committee members develop a good understanding of
20 the City's fiscal constraints and the services funded and thereby are
21 responsible for explaining those to community members, providing an
22 important communication conduit to the community regarding the City and its
23 service

Section 12. This Resolution shall supersede and replace Resolution 19-18 as amended and restated by Resolution 21-18.

Section 13. If, for any reason, any section, subsection, sentence, clause, or phrase of this Resolution is held to be invalid or unconstitutional by a court of competent jurisdiction, such holding will not affect the validity of the remaining portions of this Resolution.

Section 14. This Resolution shall take effect upon its adoption.

ADOPTED this ____ day of _____, 2023.

ATTEST:

Yolanda Quiceno

CMC-City Clerk

Nicholas Fouraker

Mayor

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 RESOLUTION _____ was duly and legally passed by the Belle Isle City Council, in session assembled on the ____ day of ____ 2023, at which session a quorum of its members was present.

Yolanda Quiceno, CMC-City Clerk