



city council minutes

AGENDA **January 3, 2017 * 6:30 p.m.** **City Council Regular Session**

The Belle Isle City Council met in a City Council Regular Session on January 3, 2017 at 6:30 p.m. at the City Hall Chambers located at 1600 Nela Avenue, Belle Isle, FL 32809.

Present was:

Mayor Pisano
Vice Mayor Readey
Commissioner Gold
Commissioner Carugno
Commissioner Weinsier
Commissioner Lance
Commissioner Mosse
Commissioner Nielsen

Absent was:

Attorney Kruppenbacher, Interim City Manager April Fisher and Mayor Pisano are not in attendance. Also present was Lt. Grimm and City Clerk Yolanda Quiceno. Meeting audio is available on the City's website and at City Hall.

CALL TO ORDER

Vice Mayor Readey called the meeting to order at 6:35pm. Comm Nielsen gave the invocation and led the pledge to the flag.

CONSENT ITEMS

- a) School Choice Week Proclamation
- b) Surplus of ID500 Fingerprint countertop machine.

**After discussion, Comm Weinsier moved to approve consent agenda items as presented.
Comm Nielsen seconded the motion which was passed unanimously.**

Attorney Kruppenbacher, Interim City Manager April Fisher and Mayor Pisano joined the meeting.

CITIZEN COMMENTS

Mayor Pisano opened for public comment.
There being no public comment cards, Mayor Pisano closed citizen comments.

ATTORNEY'S REPORT

Attorney Kruppenbacher gave an update on the use of the Gmail accounts and said the City is legally authorized to go with Gmail. He recommends that, besides each individual having the right to recover their emails and records, the account is formatted to allow the City Clerk, City Manager and the Attorney access to the accounts to recover and respond to public requests in the City Clerks absence. As it relates to the former system, it will be housed and archived as needed. The City Clerk is the official custodian of the City records and should make sure she is comfortable with every component in the new email system.

CITY MANAGER'S REPORT

April Fisher reported on the following items,

- Ms. Fisher provided a copy of a letter received by Orange County Environmental Protection Department (EPD) regarding the stormwater discharge that is coming out of the Cornerstone Charter Academy football field. A copy will be provided to the Cornerstone Charter School. EPD is recognizing that the City wants to work with them so they will not issue a notice of violation. The City will take interim steps to try to prevent any further discharge by placing a temp system in the drainage ditch into Lake Conway, to allow the City time to research a permanent solution. The City is working with the Charter School and obtaining a Right of Way permit from Orange County to start the process to remedy the situation.
- A Purchasing Policy was submitted for approval for use in daily City purchasing decisions and processes. Attorney Kruppenbacher noted that an e-lert should be forwarded to the community so that they will be able to monitor any future proposals or bid items per the new policy. From an auditing perspective, when future purchasing items are on the agenda for approval, the references in the resolution should point to the provisions in the purchasing policy that it is being acquired to allow for transparency.
After Council discussion, Comm Nielsen moved to approve the purchasing policy for the City procurement process moving forward.
Comm Weinsier seconded the motion which passed unanimously.
- A strike-through copy of the personnel policy and procedures was provided for City Council's information. The City Charter identifies that the City Manager is responsible for creating this document and other references not consistent with the Charter have been amended.

Comm Weinsier requested that Section 1.3c on Page 3 be revised to read, Revisions and amendments to these policies and procedures will become effective when recommended by the City Manager and approved by the City Council."

Attorney Kruppenbacher stated that the Commissioner's request is appropriate because it impacts the workforce and does not take away the ability of the City Manager to implement the official policies.

After Council discussion, Comm Nielsen moved to approve the personnel policy with the amended change as discussed. Comm Nielsen further motioned to amend the organizational chart to include Citizens of Belle Isle at the very top of the chart.

Comm Lance seconded the motion which passed unanimously.

- Attorney Kruppenbacher stated that Council will receive a copy of a memo the City will send to Cornerstone Charter School outlining the relevant responsibilities and recommendations under the lease intended to promote a healthy relationship moving forward. The final letter will be transmitted to the Chairman of the Board, Project Manager and Principal by the end of the week.
Comm Mosse reiterated his concern that the City should have a building supervisor as a consultant at the school on behalf of the City.
Comm Lance asked if the memo will have stipulated the tenant having a certain amount of days to complete or repair a project. Attorney Kruppenbacher said he will add the verbiage to the memo.

- April Fisher provided an Elections Service Contract for the next election and noted that there is a change to the contract for the postage to the Vote by Mail ballots. The Elections office is asking all municipalities to initial whether or not the City will pay return postage for Vote by Mail ballots. Ms. Fisher asked for Council consensus to pay or not to pay the postage before submitting the standard contract.

Comm Gold asked for the audience opinion, and Holly Bobrowski said being a taxpayer, voting is a right and the responsibility should fall on the voter.

After Council discussion, Comm Nielsen moved that the City do not pay the postage for the Vote by Mail ballots. Comm Gold seconded the motion which passed unanimously.

April Fisher reminded Council of their commitment in participating on the Canvassing Board on March 14, 2017 and March 16, 2017.

MAYOR'S REPORT

- Mayor Pisano thanked all volunteers and donations for this year's toy drive. The City helped over 420 kids this year.
- Tri County League of Cities meeting will be hosted by the City on February 16, 2017 from 11:30-1:00pm. Location to be confirmed.
- Mayor Pisano reminded Council of the scheduled Charter Review meeting on January 11, 2017.

April Fisher asked for Council consideration in postponing the January 17th meeting to February 7th to allow for preparation of Charter revisions at the January 11, 2017.

Council was in agreement to leave the scheduled meeting of February 17, 2017. Attorney Kruppenbacher advised, if it is determined by Council and City Manager that there are no agenda items to bring forward, the information will be conveyed to the Mayor, the Thursday before the meeting, to cancel the January 17th meeting. Discussion ensued. Council was in agreement to revisit canceling the January 17th meeting, if there are no agenda items, at the January 11, 2017 session.

COUNCIL REPORTS

District 7 – Comm Nielsen

Comm Nielsen said that there are many residents who have strong feelings on the boat ramp issue and access to the lake, and would like to start the discussion and allow resident comments on the issue.

District 4 – Comm Lance

- Comm Lance said our City has been involved in many functions this holiday and is very fortunate to be part of the community.
- Comm Lance reported a few months ago of some brush left on the side of the road on Daetwyler by the utility company. He is not sure who is responsible, but would like to know if the City can work on getting it cleaned up.
- He received complaints of a resident parking on the retention area/ROW by Trimble Park and it is making it difficult for the neighboring resident to cut the grass. He would like the City to notify the resident about parking on the city's right-of-way.
- He reported that Jack Liberty has shared his concern on the progress of the construction to redo the Perkins Boat Ramp in the 2016 budget and the late night activity at the Perkins boat ramp. He also noted that the signs at the boat ramp have been cut to the ground and need to be replaced.

District 3 – Comm Weinsier

- Comm Weinsier presented his nominee for the Planning & Zoning Board-District 4, Shawn Jarvis.
Comm Mosse motioned to accept the nominee.
Comm Nielsen seconded the motion which passed unanimously.
- Comm Weinsier asked Council to log into the new Google email accounts, since it has been approved by the State, and move forward for discussion at a future Council meeting.
- Comm Weinsier asked for clarification on the charter revision discussion.
Attorney Kruppenbacher said he will discuss with the City Manager and an email will follow with specific sections for discussion.
- Comm Weinsier asked for an agenda discussion at a future meeting to receive agendas earlier than the Friday before the meeting.
- Comm Weinsier announced the Chili Cook Off and said information can be found by visiting pinecastlehistory.org.

District 5 – Comm Readey

- Comm Readey asked for the City to revisit the Delia Beach project.
- Comm Readey made an observation that the City does not have an area for children to play basketball and would like the City to think about open park space for residential use.

District 2 – Comm Carugno

- Comm Carugno shared his concern with the street sweeping off of Hoffner. April Fisher said she will look into the concern.

District 3 – Comm Weinsier

- Comm Gold spoke of a complaint he received on the City’s contracted landscaping company and was happy to hear that the City has posted a request for proposal, soliciting services.
- Comm Gold shared a letter for the file that he received from Webelos Scout Pack 207 thanking the City for their support.

ADJOURNMENT

There being no further business, Mayor Pisano called for a motion to adjourn, unanimously approved at 7:55p.m.

Yolanda Quiceno
CMC-City Clerk