



# city council minutes

## MINUTES August 1, 2017 \* 6:00 p.m. City Council Budget Workshop and City Council Regular Session

The Belle Isle City Council met in a City Council Budget Workshop Session on August 1, 2017 at 6:10 p.m. at the City Hall Chambers located at 1600 Nela Avenue, Belle Isle, FL 32809.

### Budget Workshop

#### Present:

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

#### Absent:

Commissioner Lance

Also present: Attorney Tom Callan, City Manager Bob Francis, Chief Houston, Deputy Chief Grimm, Tracey Richardson, Finance and City Clerk Yolanda Quiceno. Meeting audio is available on the City's website at [www.cityofbelleislefl.org](http://www.cityofbelleislefl.org) and at City Hall.

#### CALL TO ORDER

Mayor Pisano called the meeting to order at 6:00pm.

#### BUDGET PRESENTATION

City Manager Bob Francis presented the proposed budget for 2016-2017 and stated that he does not anticipate a millage rate increase this year. However, he said Council should look into how the City will be raising revenues and increase the tax base next year possibly through annexation. He spoke on the following highlights that will utilize some of the reserves and answered questions posed by the Council and Mayor;

#### 001 - GENERAL FUND

##### REVENUES

- ✓ Millage to remain at 4.4018
- ✓ Add \$23,000 – NAV Board Marine Boat Contribution

##### EXPENDITURES

#### 511 - LEGISLATIVE

- ✓ Auditing & Accounting (001-511-00-3200) - \$30,000 Increase for Forensic Audit
- ✓ Travel & Per Diem (001-511-00-4000) - \$3,500 Decrease

#### 512 - EXECUTIVE MAYOR

- ✓ Travel & Per Diem (001-512-00-4000) - \$4,500 Decrease

#### 513 – FINANCE AND ADMINISTRATION

##### Regular Salaries & Wages (001-513-00-1200)

- ✓ 4% Cost of Living Adjustment (COLA)
- ✓ Addition of PT Marketing/Social Media employee
- ✓ Retirement Contributions (001-513-00-2200) - Increase from 7% to 9.5%
- ✓ CIP – Equipment – Vehicles (001-513-00-6417) - \$25,000 to replace Code Enforcement Smart Car

519 – GENERAL GOVERNMENT

- ✓ Urban Forestry (001-519-00-6490) - Increase to \$20,000 for tree removal
- ✓ Neighborhood Grant Program (001-519-00-8310) - \$49,000
- ✓ CIP – Swann Beach Beautification (001-519-00-6340) - \$12,000

521 – POLICE

- ✓ Regular Salaries & Wages (001-521-00-1200) - 4% Cost of Living Adjustment (COLA)
- ✓ Retirement Contributions (001-521-00-2200) - Increase from 10% to 12.5%
- ✓ Move dispatch services from Communications (001-521-00-4100) to Dispatch Service (001-521-00-4110)
- ✓ CIP – Equipment – Radios (001-521-00-6410) - \$ 30,000 (6 radios @ \$5,000/ea)
- ✓ CIP – Equipment – Vehicles (001-521-00-6417) - \$ 68,180 (2 new vehicles @ \$33,750 plus final lease payment)
- ✓ CIP – Equipment – Vessels (001-521-00-6418) - \$ 50,000 (Purchase new marine boat)

541 – PUBLIC WORKS

- Regular Salaries & Wages (001-541-00-1200)
- ✓ 4% Cost of Living Adjustment (COLA)
  - ✓ Addition of PW Technician
  - ✓ Retirement Contributions (001-541-00-2200) - Increase from 7% to 9.5%
  - ✓ Road Operating Supplies (001-541-00-5300) - Increase to \$ 12,500 to replace City signs
  - ✓ CIP – Resurfacing & Curbing (001-541-00-6320) - \$ 250,000 General street repair
  - ✓ CIP – LED Street Lighting Hoffner Ave (001-541-00-6360) - \$ 10,000
  - ✓ CIP - Vehicles (001-541-00-6417) - \$ 35,000 Dump Truck
  - ✓ CIP – Equipment (001-541-00-6430) - \$ 7,500 Wood Chipper

102 – TRANSPORTATION IMPACT FEE FUND

REVENUES - No Change

EXPENDITURES

- ✓ Engineering Fees (102-541-00-3120) - \$50,000 Increase for City-wide traffic analysis

103 – STORMWATER FUND

REVENUES

- ✓ Add \$ 75,000 – NAV Board Street Sweeper Contribution
- ✓ Add \$ 5,000 – NAV Board Aquatic Weed Control Contribution

EXPENDITURES

- ✓ Engineering Fees (103-541-00-3120) - Increase to \$40,000
- ✓ Repairs & Maintenance Stormwater (103-541-00-4600) - Decrease to \$125,000
- ✓ CIP – Capital Improvements (103-541-00-6300)
  - \$10,000 St. Partins Stormwater Project
  - \$10,000 Belle Vista Stormwater Project
  - \$180,000 Gene Polk Park Stormwater Project
  - \$38,000 Perkins Boat Ramp Project
  - \$117,550 Lake Conway Shores Stormwater Project
- ✓ CIP – Equipment - Vehicles (103-541-00-6417) - \$175,000 Street Sweeper

104 – LAW ENFORCEMENT EDUCATION FUND

REVENUES - No Change

EXPENDITURES - No Change

201 – CHARTER DEBT SERVICE FUND

REVENUES - Increase Revenue based on updated student count

EXPENDITURES

- ✓ Engineering Fees – Stormwater Mgmt (201-569-00-3120) - \$40,000 for turbidity issue on field
- ✓ Maintenance (201-569-00-4600) - Decrease \$25,000 (from \$100,000 to \$75,000)
- ✓ CIP – Charter Roof Repair/Replacement (201-569-00-6210) - \$170,000
- ✓ HVAC Replacement (201-569-00-6320) - \$150,000

Bob Francis reported that Duke Energy has proposed replacing all street lights in the City to LED lights at no cost to the City. The City currently has approximately 800 lights which will have a savings of \$9,600 a year. He will need Council approval to move forward with the agreement.

After the conclusion of the budget update, Mayor Pisano called for Board discussion.

Mayor Pisano asked if the City will be doing a roll back or just not a millage increase. Mr. Francis said just not a millage increase.

Comm Readey shared his concerns with decreasing the travel budget and the importance of Council members attending Florida League of City conferences.

There being no further discussion, City Manager Bob Francis asked if the Council feels the need to have additional budget workshops scheduled for August 8<sup>th</sup> and August 29<sup>th</sup>. Council consensus was to cancel the additional workshops. The following City Council regular session will be held on August 15<sup>th</sup> and the First Budget Hearing will be held in September.

There being no further business, Mayor Pisano called for a motion to adjourn the budget workshop with a ten minute break and reconvene with the City Council regular session, unanimously approved at 7:00p.m.

Yolanda Quiceno  
CMC-City Clerk

**City Council Regular Session**

Present:

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

Absent:

Commissioner Lance

Also present: Attorney Tom Callan, City Manager Bob Francis, Chief Houston, Deputy Chief Grimm and City Clerk Yolanda Quiceno. Meeting audio is available on the City's website at [www.cityofbelleislefl.org](http://www.cityofbelleislefl.org) and at City Hall.

**CALL TO ORDER**

Mayor Pisano called the meeting to order at 7:10pm. Comm Gold gave the invocation and led the pledge to the flag.

**CONSENT AGENDA**

- a) Proclamation – 2018 Municipal Election for District 5 and 6  
**Comm Nielsen motioned to approve the consent item as presented.**  
**Comm Gold seconded the motion, which was unanimously approved.**

## CITIZEN'S COMMENTS

Mayor Pisano opened for Citizen Comments.

- Sherryl Socie residing at 7410 Matchett Road shared her concerns with the new development on Orange Avenue. She is concerned of the flood water that will be pushed from the new development onto her property and wanted to ask if the City is working on making sure this is being addressed.

There being no further comment, Mayor Pisano closed the citizen comment section.

## UNFINISHED BUSINESS

- a. **CORRECTED ORDINANCE 17-01 SECOND READING AND ADOPTION** - AN ORDINANCE BY THE CITY OF BELLE ISLE, FL AMENDING THE CITY OF BELLE ISLE CODE OF ORDINANCES TO REPEAL ORDINANCE 78-17 and ORDINANCE 15-04; TO ADOPT A NEW FLOOD DAMAGE PREVENTION ORDINANCE; TO ADOPT FLOOD HAZARD MAPS, TO DESIGNATE A FLOODPLAIN ADMINISTRATOR, TO ADOPT PROCEDURES AND CRITERIA FOR DEVELOPMENT IN FLOOD HAZARD AREAS, TO ADOPT TECHNICAL AMENDMENTS TO THE FLORIDA BUILDING CODE, AND FOR OTHER PURPOSES; PROVIDING FOR APPLICABILITY; REPEALER; SEVERABILITY; AND AN EFFECTIVE DATE.

Attorney Callan said this Ordinance is a requirement by the State of Florida. In the final draft of the Ordinance, a portion of the FBC amendment was duplicated in error in Section R322.2.2 of the Florida Building Code, Residential and the State asked for a correction to the scrivener's error. In the abundance of caution, he wanted to re-advertise the Ordinance to make sure that the correction to delete the repeat reference was handled correctly.

**After discussion, Comm Nielsen motioned to approve Ordinance 17-01 as re-enactment on 8/1/2017. Comm Mosse seconded the motion, which was unanimously approved.**

## NEW BUSINESS

- a. **ORDINANCE 17-05 FIRST READING AND CONSIDERATION** - AN ORDINANCE OF THE CITY OF BELLE ISLE, FLORIDA, AMENDING THE BELLE ISLE CODE OF ORDINANCES CONCERNING SURPLUS OF CITY PROPERTY; BY AMENDING ARTICLE V., DIVISION 2. SURPLUS OF CITY PROPERTY SECTION 2.24 – DISPOSAL WHEN VALUE \$100.00 TO \$5,000.00; PROVIDED FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND [PROVIDING FOR AN EFFECTIVE DATE.

City Manager Bob Francis said the ordinance will allow for the City Manager to dispose of surplus property including internet auction sales.

**Comm Weinsier motioned to advance Ordinance 17-05 to second reading and adoption. Comm Gold seconded the motion, which was unanimously approved.**

- b. ORDINANCE 17-06 FIRST READING AND CONSIDERATION - AN ORDINANCE OF THE CITY OF BELLE ISLE, FLORIDA; AMENDING CHAPTER 10, "ENVIRONMENT", ARTICLE II "PUBLIC NUISANCE" OF THE CODE OF THE CITY OF BELLE ISLE BY THE ADDITIONS OF SECTIONS 10-37, "PROHIBITION": 10-38, EXEMPTIONS"; 10-39, "DELIVERY TO PRIVATE RESIDENCES AFTER NOTICE OF OBJECTION"; AND 10-40, "VARIANCES", ALL REGARDING THE PLACING OF PAPER, MERCHANDISE OR DISCARDED MATERIAL ON RESIDENTIAL LAWNS AND DRIVEWAYS, MOTOR VEHICLES OR ON PUBLIC STREETS AND SIDEWALKS.

City Manager Bob Francis said the ordinance will allow property owners to contact the publisher of any circulars to stop delivery to their home. If it is not done within a reasonable amount of time, the publisher can be cited for littering by the City.

Mayor Pisano asked how the City would know that a resident contacted the publisher. City Manager Francis said the resident will need to provide a receipt of the certified letter.

**Comm Weinsier motioned to advance Ordinance 17-06 to second reading and adoption.  
Comm Mosse seconded the motion, which was unanimously approved.**

- c. Request For Proposal (RFP) for Forensic Audit

City Manager Bob Francis said, at the direction of Council, the proposal calls for review of a 5 -10 year audit depending on the cost. He asked Council to review section 3F that calls for an advisory committee who will make recommendations to the City Council. Discussion ensued on selection of the citizen advisory committee and other aspects of internal controls. Council consensus was to change the requirements of the advisory committee to not allow vendors, current and past city council members and city employees, spouses, children and Mayors.

**Comm Nielsen motioned to approve the RFP for a Forensic audit with the changes as discussed.  
Comm Gold seconded the motion, which was unanimously approved.**

#### **ATTORNEY REPORT**

- Attorney Callan reported that the mediation request has been scheduled for August 29, 2017 on the Comins Development Request for Relief. If the mediation is not successful at that time the Special Magistrate will issue another hearing and issue his findings for Council approval. The mediation is to be held at City Hall Chambers at 9:00am-10:00am; presiding is Mr. Lewis Stone, Board Certified Local Government and Land Use Attorney. The mediation is not a public hearing however, commissioners are allowed to attend the hearing. He stated that it is required to have at least one Commissioner designated as a City representative and should be noticed on the next meeting agenda.
- Attorney Callan reported that he is working on some of the issues regarding the Cross Lake right-of-way. He will present, with the City Manager, some recommendations for Council review at the next Council meeting.

#### **CITY MANAGER REPORT**

##### Project Update

Bob Francis reported on the following updates,

- The construction issues reported on Hoffner and Conway have been resolved. The contractors are starting after 7am and the damage that was reported has been repaired. He further reported that at the Planning & Zoning meeting the third vacant parcel by the Wawa was presented and may be developed for a Crunch Fitness.
- The City continues to work towards finding a solution on the field drainage issue at the Cornerstone Academy.
- Gene Polk Park: Harris Engineering has submitted preliminary schematic ideas for review.
- Street paving: Middlesex has determined, due to bad weather, to push to a late September start date.
- 3101 Trentwood and Swann Beach projects have been completed.
- The City is looking to have the lights on the Nela Bridge programmed.

- Traffic Study: The City Manager and Comm Lance have met with the HOA on Trentwood/Daetwyler regarding solutions to fix the traffic calming. When the traffic study is completed he will meet with the HOA to discuss further.
- The City received two quotes for the fountain at Nela/Overlook estimated at \$51,000 and \$75,000 without the artwork. He asked if Council would consider using the BING grant to fund the fountain project. Council discussed artwork options and other grant opportunities. Comm Readey offered to write up a scope of work for the project.
- Mr. Francis said he is working on finalizing the boat ramp signs. He is waiting for a decision from the Court on the proper lake level closure.
- The application is being completed for the bird sanctuary per Florida Statutes.
- The social media policy has been adopted by Council and is now completed.
- He has started the Charter Review process and has sent the proposed changes to the City Attorney for review. He would like to have them formalized by September 30<sup>th</sup>.
- Mr. Francis spoke further on the proposed Duke Energy, no cost, LED lighting as presented at the Budget workshop and asked for Council approval to sign the agreement.
  - **Comm Weinsier motioned to approve the replacement of the high pressure sodium street lights with LED street lights as discussed.**
  - **Comm Mosse seconded the motion, which was unanimously approved.**

### **CHIEF'S REPORT**

Chief Houston reported on the following,

- Boat Safety Class scheduled for August 5, 2017 between 9:00am-11:00am.
- August 14<sup>th</sup> is the first day of school.
- Chief Houston distributed pamphlets received by Orange County for People with Special Needs and Hurricane Emergency Preparedness.
- The Agency has received many complaints on the trucks on Hoffner. She has sent a request to FDOT to check the visibility of their signage.

### **MAYOR'S REPORT**

- Mayor Pisano introduced the new Football Coach Jim Pusateri from the Cornerstone Charter Academy. Mr. Pusateri thanked Council for the opportunity to speak. He said he is very community oriented and is looking forward to working with the City.
- Mayor Pisano said she has been asked to appear on Front Porch Chat on August 2<sup>nd</sup>.
- Mayor Pisano thanked Officer Garcia and Officer Cornwell on the CPR course this past Saturday and recommends that all residents attend these classes when available.
- Mayor Pisano said they are looking to schedule a Veteran's Day event and will have more information at a later date.

### **COUNCIL REPORTS**

#### **Comm Gold –District 1**

- Comm Gold asked if the City can help residents with clearing bad weeds in the lake. Mr. Francis said the City does not provide that service.
- Comm Gold said he received some feedback from a resident to place power poles underground. He asked the City Manager if he would be able to ask Duke Energy for cost estimates to provide to the resident. Discussion ensued on various options.
- Comm Gold said he spoke to Judge McGinnis and asked if the City can vacate or sell the right of way to Belle Isle residents only. Attorney Callan cautioned Council from discussion until he and the City Manager have time to review.

**Comm Carugno – District 2**

- Comm Carugno said since the previous meeting the Cross Lake property has been looking better and has been cleaned up. He asked if the City can look at the debris from the trees and bring forward a recommendation to stop the debris from going into the lake.
- Comm Carugno said, due to all the rain, he has received complaints regarding the sidewalk on Hoffner by Peninsular Drive. The street is higher than the sidewalk and is creating a flood issue.
- Comm Carugno addressed the fencing on Wallace. Mr. Francis said he has a contractor looking at the area to provide a bid for the Wallace and Matchett land and the Wallace right of way between the Maloon's and the Altice's property down to the lake.
- Comm Carugno asked for an update on the Pershing and Pine Castle Elementary move. He further asked if there was a possibility for the City to purchase the Pine Castle Elementary school. Brief discussion ensued.

**Comm Readey – District 5**

- Comm Readey shared his concern on the budget decrease for Council travel. He believes it is important for Commissioners to attend conferences and know what is going on in our government.

**Comm Weinsier – District 3**

- Comm Weinsier spoke in favor of the proposed LED lighting and shared a brief summary on LED lighting and how it differs from other light sources.

**Comm Lance – District 4** – not in attendance.

**Comm Mosse** – no report.

**Comm Nielsen – District 7**

- Comm Nielsen spoke briefly on annexation options and asked to have an agenda item to discuss annexation at the next Council agenda.
- Comm Nielsen shared her concerns with the relationship with the Cornerstone Charter Academy School Board. She said many parents have an issue with the School Board because they do not seem to have open meetings, they don't make their public records readily available and they don't behave like they are a government board. She would like to have the City Attorney to research if they are required to have an open budget hearing.

There being no further business, Mayor Pisano called for a motion to adjourn, unanimously approved at 8:45p.m.

Yolanda Quiceno  
CMC-City Clerk