

**Belle Isle Issues Log
8/11/2017**

<u>Issue</u>	<u>Description</u>	<u>Start Date</u>	<u>POC</u>	<u>Expected Completion Date</u>	<u>Next or Completed Action</u>	<u>Notes</u>
NPDES Reporting	Prepare NPDES TMDL Plan and MS4 Reporting to State	10/1/2016	CM	31-Mar-16	City Engineer preparing application. CM looking at drafting SOPs related to NPDES. Engineer attended meeting with Orange County to review requirements	State allowed for extension to 9/15/2017. Harris Engineers top priority. Working on SOPs
Cornerstone Charter Academy Stormwater Discharge issue	In November, Orange County made City aware of turbidity issue with storm water discharge from CCA Property to OC Storm pipe. OC may fine City is not corrected.	1/11/2016	CM/CE	9/30/2017	Test Outflow to determine particulate. Review Plans for drainage system with Engineer. Look at diverting the drainage to Wallace field to keep it out of the lake. CM to write St. John's WMD for discharge to Wallace Field.	OCEPD wants the city to take care of this problem. Possibility of being fined if it continues. City may have to dig test pits in field to determine problem. CM Letter to SJWMD for diversion of outflow to Wallace field
Gene Polk Park (Delia Beach)	Drainage issue at Gene Polk Park caused erosion problems and makes the park unattractive. At least 3 plans have been developed for the drainage and Council allocated \$180,000 to correct the problem.	4/3/2017	CM/CE	11/30/2017	Harris Engineering walked site. Initial Schematic drawings should be received by 8/3. Possibility that a large discharger pipe is necessary. Concept for new design complete.	Schematics and ideas received from Harris Eng. For drainage, erosion control and landscaping concept. CM to set up neighborhood meeting
Street Paving	Council approved project for paving several streets in the City. Middlesex Paving is the contractor	8/12/2017	PW/CM	9/30/2017	Notify residents of project when it is in their neighborhood. Use of door hangers and meetings	No update until project projected start date is nearer. Mid-September start date. Notifications to start next week.
Storm Drainage	Several individual projects are being looked at to complete. St. Partens, McCawley Ct., Swann Beach, 3101 Trentwood.	4/3/2017	PW/ENG	9/30/2017	Design plans for McCawley Ct. and Site visit to St. Partens with Engineer. Swann Beach Drainage project 90% complete.	3101 Trentwood Completed. Swann Beach is complete (email sent to Council). Engineering for McCawley Court drainage to start
Nela/Hoffner Bridges	Work on Nela/Hoffner Bridges include new lights and painting. Work under Nela Bridge	5/1/2017	PW/CM	7/31/2017	Nela Bridge touch-up. Paint Hoffner Bridge. Meeting with Duke Energy July 31. Nela Bridge lights to be reprogrammed.	Nela Bridge lights should be reprogrammed by August 15
Traffic Studies	Council allocated funds for traffic study at Trentwood/Daetwyler Rd. Council directed city-wide traffic study to improve traffic flow.	4/3/2017	CM/Eng.	12/31/2017	Traffic Engineer Scope of Work for Trentwood revised to include counts when school is in session. Discuss parameters for city-wide study.	CM and Comm. Lance met with Trentwood homeowners to talk about study. HOA has a design they want reviewed as part of the study. City-wide study to be done next budget year. Trentwood Study to start August 14.

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Fountain at Nela/Overlook	Council approved funding to convert the planter at Nela/Overlook to a fountain.	4/3/2017	CM	9/30/2017	Contacting fountain installers for quotes. Art work to be contest for residents. Initial Quotes received were for \$75K and \$51K without art work. CM to receive new quote based on new Scope of Work	Use BING funding from Districts 3 and 5. Possibly use remaining BING funds from all districts or carry over to next year.
Standardize Park Signage	Council held a workshop on June 14 to discuss park issues. Standardize signage was one of the issues. Council reviewed proposed signs and directed to move forward.	6/14/2017	CM	9/30/2017	New signs will be made and replace the current signs for parks. Meeting with sign maker on August 1st. New signs in for design	Wallace/Matchett area is separate issue. Expect design review by September 5
Standardize Boat Ramp Signs	Council held a workshop on June 14 to discuss boat ramp issues. Standardize signage was one of the issues. Council reviewed proposed signs and directed to move forward.	6/14/2017	CM	9/30./17	New signs will be made and replace the current signs for ramps. Perkins and Venetian ramps will have same rules. Waiting for decision on lake level closure. New signs in for design	Perkins Ramp upgrade is separate issue
Wallace/Matchett Area	City purchased large area at Wallace/Matchett for open space. Issues with Wallace Street Plat in this area with people trespassing on private property. District 2 Comm. And CM met with residents to discuss solutions. Council met on June 14 and issues was discussed. Council directed that a fence would be erected around property. Dist. 2 Comm. and CM to meet with residents to discuss options for Wallace Street plat. Area is still zoned R-2.	6/14/2017	Dist.2 Comm and CM	12/31/2017	CM to get quotes for fencing around property. Dist. 2 Comm. To setup meeting with neighborhood residents to discuss Wallace St. plat. Met with fence contractor for fencing quote. Change zoning (Council Agenda item for 8/15 meeting). Agreement for CCA use of the field (Council Agenda item for 8/15 meeting)	Dist. 2 Comm. to report meeting results to Council. Delay in meeting with residents.
Perkins Boat Ramps	Council discussed issues at June 14 meeting for Perkins ramp . Rules need to be put in place according to Ordinance 18-20. Perkins also needs to be upgrade with new fencing, ramp construction and road and dock construction. New drainage also needs to be installed. Council allocated \$38,.000 to drainage.	4/3/2017	CM	12/31/2017	Order new signage. Quotes for road and ramp replacement as part of drainage. Quotes for fencing for next budget year. Surveyor to install gauge to access lake level for ramp closures.	Attorney for neighbor (Jack Liberty) reviewing signage to insure it is in accordance with permit. Looking at correct lake level to close ramp. Meeting scheduled with County Attorney, CM, and Jack Liberty Attorney to determine correct ramp closure level.

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Charter School (CCA)	There has been infrastructure issues at Cornerstone for some time. The City owns the property and leases it to CCA. The City is responsible for replacing major systems at CCA according to the lease.	4/3/2017	CM	Ongoing	A Capital Improvement Plan needs to be developed for the future replacement of major systems. The CM has contacted a facilities engineering firm to conduct an inspection of the major system to determine the life of the system and obtain a baseline report of the facility and grounds. Engineers inspected CCA facilities. Report due in 30 days.	This plan does not include the drainage issue at CCA. The facility report should be completed within the next 90 days. Once Engineer Report is received, a Capital Facility Plan will be developed for funding infrastructure.
Strategic Plan	The City currently has no Strategic Plan. Strategic planning is the process to develop a vision of what the City would like in 10, 15, or 20 years, based on forecasted needs and conditions. It defines goals and objectives to achieve those goals. It is not the same as the Comp Plan.	4/3/2017	Council/CM	Ongoing	Council to decide if it wants a Strategic Plan and then to set up a process for developing the plan. If Council moves forward, an outside consultant should be hired to contact the meetings, gather the information, conduct the surveys and develop the draft plan.	CM will present a SWOT memorandum based on his first 90-days as CM. SWOT stands for Strengths, Weaknesses, Opportunities, Threats. A SWOT Analysis is one of the first processes in the Strategic Plan development. CM SWOT to be presented at 9/5 Council Meeting
Bird Sanctuary Designation	The City has an ordinance designating Belle Isle as a Bird Sanctuary; however it is not recognized by the state (FWC). In speaking with the FWC Regional Director, the city has not applied for the designation IAW Florida Statutes. The Council would like to have BI recognized as a bird sanctuary hoping that it will protect many of the birds that call Lake Conway home.	4/3/2017	CM	12/31/2017	Council directed the CM to apply for the designation IAW Florida Statutes.	Application being completed per Florida Statutes. New ordinance drafted IAW FWC guidelines and FAL 68a-19.002 (Council Agenda Item for 8/15 meeting)
Social Media Policy	City Council expressed concerns that there were postings to social media sites that were not representative of the City government views. The Council requested a social media policy be developed.	4/3/2017	CM	Completed 7/18/2017	Policy drafted. Council review on 7/18/17. Council adopted policy on 7/18/17	Policy sent to Elected officials and employees to review and sign. Issue considered closed. Social media/marketing position in FY2017-18 budget
Municipal Code Update	The City Council contracted with a planner to update the municipal code. This process was not completed and needs to be completed. There have been significant code changes in the past few years that need to be in the code.	4/3/2017	CM/CC	12/31/2017	Meet with consultant to determine what was done and what is left to do.	It was determined that no code revisions have been completed. CM will start the process by October 1.

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Charter Review	The City Council started the process of reviewing the charter for changes. The Council held two workshops and needs to finish the changes in time to be placed on the next ballot.	12/1/2016	Council/CM	8/22/2017	Set another workshop to review changes made and to finish the Charter review. Revisions completed by CA. Need to schedule Council workshop to review revisions.	Changes sent to Attorney for review. Need to set up another workshop. Changes need to be formalized by 9/30
Comp Plan Updates	The comp plan is reviewed every 7 years to see if it needs to be updated. The City Council contracted with a planner to update the comprehensive plan. In March, the consultant told the Council that the plan is up to date and no changes are necessary. CM believes that changes are needed. They could be made anytime.	3/1/2017	Council Planner CM	12/31/2017	Meet with consultant to determine what was done and what is left to do.	Any changes should go to P&Z Board for recommendation to Council. No changes were made. Process to start October 1, 2017
Annexation	Council discussed the desire to annex contiguous property in order to build the tax base and possibly provide more commercial development in Belle Isle.	4/3/2017	Council CM	12/31/2017	Council to determine the priority to annex especially with the establishment of the Pine Castle Urban Center on S. Orange Ave.	After Priority is established, start evaluation process.
Sustainability	Council discussed sustainability and energy initiatives.	4/3/2017	CM	12/31/2107	Look at LED lighting and Solar power for city facilities. Look at Community Garden (possibly at Wallace/Matchett)	CM/Duke Energy Meeting on July 31. LED Street Lighting to be installed Oct-Nov timeframe. Notification to residents to begin. CM to review places where solar would be used for city property.