

Belle Isle Issues Log
12/7/21

Issue	Description	Start Date	POC	Last Completed Action	Next steps
Street Paving	The City staff will conduct a street assessment to determine the pavement conditions and determine if the prior assessment is still valid. When complete, the staff will set-up a Capital Improvement Program for street paving. Program	7/1/2020	PW/CM	The City has been successful in paving several streets over the past few years; most recently the area around City Hall.	2021 Goal: City to conduct Pavement Assessment and develop CIP for paving (next Fiscal Year). Assessment complete. CM working with PW Director on CIP for streets. District 3 Streets included in FY21-22 Budget. Streets in District 2 and 5 (Delia Beach area) included on budget. City will start paving as outlined in FY21-22 Budget. Updated estimates received for projects in the budget.
Storm Drainage	The City Engineer recently completed an assessment of the storm system. Some trouble spots have been corrected (Wind Drift, Derine, Chiswick) CM and Finance Director developed Storm Water CIP	4/3/2017	ENG/CM	Preparing to bid Sol Ave. Project. Close Stafford/Pam Project. Grant submitted to FDEP for Wallace Project and HAB Project. City received notification that HAB grant was approved by the state. City and contractor working a final plan submission to the State for HAB grant. Issuing RFP for Sol Project. Refining projects that are eligible for ARPA. HAB application completed and submitted to the State for funding. City agreed to take lead on Wallace Street Drainage and Barby Lane Drainage Projects with Nav Board. Pre-bid meeting held on 11/10/21 for Sol Avenue Project.	Bids Received for Sol Avenue (Agenda Item).
Traffic Studies	Increased traffic in and through Belle Isle prompted the Council to allocate funds for city-wide traffic study to improve traffic flow. Study was done and resulting Traffic Master Plan was adopted by Council. Due to the City's membership in Metroplan Orlando, they are conducting additional studies focusing on Hoffner Ave.	4/3/2017	CM/Eng.	Staff sent information to consultant for review. First draft of study received. Being reviewed by staff. Staff review complete. Distribution to Council for review and action on September 7. Consultant putting together draft ordinance for new impact fees. Impact Fee Ordinance received from Consultant. Will send to City Attorney for review. Impact Fee Ordinance sent to P&Z for public hearing and recommendation to Council. P&Z Hearing schedule for November 29, 2021.	P&Z held PH on Impact Fee Ordinance, recommended Council Adopt the Ordinance. 1st reading of Ordinance 21-15 on 12/7/21.
Wallace Field	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	Use Agreement adopted. CCA planning park site plan. CCA/City staff met to go over site plan requirements. CCA working with City Planner for site plan submission. CCA completed site plan. Council approved site plan concepts. P&Z decision granting special exception was approved by City Council. The site plan was approved with conditions. Staff is preparing documents to address the conditions. P&Z decision is being appealed to Council. Council approved Wallace Field Site Plan with conditions.	Continuing to plan for drainage project with OC. Discuss grading of site with CCA. CCA to start development of Wallace Field. First elements will be artificial turf and parking. CCA started practice on the field on August 10 (signs posted). Deed restriction recorded.
City acquisition of Property	Council discussed possibility of acquiring parcels within the City and directed City staff look at options on how to acquire property.	3/20/2018	CM	Cross lake purchase is on hold until County reschedules PH. Mayor/CM to meet with Commissioner Uribe and Adjacent property owner on Cross Lake on March 4. CM/Comm. Cross Lake Property deed recorded and improvements made (closed). BoA agreement finalized. BoA is now owned by the City.	City to hire Consultant to do Space Needs analysis to determine what type and size facility is need for City staff and BIPD.
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	CM sent memorandum to CCA outlining conditions for refinancing. CCA discussed and rejected all the conditions sent by Council. New Lease draft sent to Budget Committee for review. Budget Committee reviewed draft lease. Market Rent Study completed. Being reviewed by Budget Committee. Subcommittee of Council revising the new lease. CCA, at their June 30 meeting, would like to work with the City to continue working with the City on the lease agreement.	Meeting between City and CCA was held on August 31 on new lease. Revisions being made. City and CCA agree on terms of the new Agreement. Final draft of the Agreement and Ordinance prepared. 1st reading done on October 5, 2021. Lease Agreement and Service Agreement were sent to CCA Chair. Service Agreement still needs some minor changes. Should be done by December 15, 2021.

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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	Meet with consultant to determine what was done and what is left to do. P&Z Board looking at possible changes to fence/wall requirements. Discussion of sidewalk maintenance. Ordinance adoption for Home Occupation and Golf Carts. New Sign Ordinance (adopted and closed). Ordinance on at-large appointments (adopted and will advertise vacancies).	Changes to Impervious surface ratio were discussed and will remain unchanged. P&Z discussions on definition of "kitchen" and look at possible ordinance for installation of artificial turf on residential property. P&Z discussing Accessory Dwelling Units. No meeting was held last month.
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.	3/1/2017	Council Planner CM	Meet with consultant to determine what was done and what is left to do.	City Manager and Planner to review 2009 Comp Plan for errors discovered in Zoning Map.
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	Council determined the priority to annex. Planner completed 1st report. City Staff reviewing. CM and Mayor met with Management Company for Publix Shopping Center (another meeting is set for 5/19/21). CM to met with private owner for annexation of 5 acres. Sienna condo about 70% complete. Discussion with Brixmor going well. Brixmor asked for additional information.	Sienna may be an involuntary annexation. Information supplied to Brixmor for their review. Planner drafted Urban Service Report for Sienna Place. Staff is reviewing report. Urban Services Report sent to BCC. Ordinance for annexing Sienna being reviewed by CA. Informaiton needs to go to OC Elections by January 21 to be on the ballot.
Lake Conway Issues	Residents have complained that Lake Conway is unsafe due to speeding of PWCs and issues with wake boats. Council would like more local control over the lake.	6/1/2019	CM, CA, Chief	City Attorney looking at how other communities have control of lakes. Staff drafting an ordinance for No Wake Zones. City waiting for County to meet with stakeholders. Draft ordinance is put on hold for now. City/OCSO looking at other avenues to allow enforcement. Lobbyist Presentations to BC on April 8. CM received information from FWC on Canoe Trail & Swim Areas. City staff to get public input on both.	Discuss control issues with lobbyist and determine direction. Met with FWC Officials. FWC will be sending additional information to the City. City staff working on chanes to the draft ordinance
IT Issues	City Council wants Staff to research changes in IT from Gmail back to Outlook	8/6/2019	City Clerk Chief	City staying with Gmail. City has new pages on website for financial transparency and new work order tracking program. City doing ADA conversion. City Clerk working with ADA compliance company. New website developed & ADA compliant Issue Closed). Bids received on RFP for Chambers A/V. Council approved bid.	Contract executed. Looking at a completion date of September 30. Due to COVID restrictions some materials are late. Contractor and City agreed on 60 day extension. New completion date is December 1, 2021. Contractor is shop testing the program and its peripherals the week of November 29th. The next phase after updates and testing will be installing the complete system. City Clerk and Contractor working on a delivery date.
Grady (Lancaster) House	PCHS requested the Council not demolish Grady House and give up to a year to have it moved.	2/5/2019	CM	Discussion at PCHS. CM contacted State Historic Office on house and homestead and getting it registered on National Registry. Council directed PCHS top provide dates for moving the house and for renovations. PCHS responded to council stating they will not be moving or taking the house. Council set deadline of July 1, 2020 to have the house removed. Neighbor is working to get approvals to move the House to 5817 Randolph so it can be donated to her. Council extended deadline until September 1. Duke contacted for moving wires; quotes received for moving house; met with possible new owner; National Registry Application moving forward. Need cooperation of County to annex property across Waltham. Comm. Uribe will work with property owner to get OC variances. Private property owner was contacted by OC District 3 Office. City will assist where possible. Private property owner applied to County for variances to relocate the house.	Moving estimates came in at 20% higher than 8 months ago. Fumigation completed. Commissioner Uribe cannot use funds for moving the house. Pioneer Days Committee may want to lease the house if it could stay where it is. Staff recommending demolition.

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New City Zip Code	Council directed that the City Manager research the possibility of applying to the USPS for a new zip code. Realtors state that property values may increase if the City has its own zip code and possibility insurance rates may also change.	3/16/2021	CM and Comm. Shuck	CM and Comm. Reviewed USPS information necessary for changing zip code. CM reached out to OCPA to see if Belle Isle could substitute for Orlando on property page which may lessen confusion.	Develop "pro/con" list for Council review. Check with service providers to see if utility taxes are being sent to Orlando for homes in BI. Item tabled indefinitely.
Traffic Calming Requests/Projects	With the completion of the TMP as well as other traffic requests, the staff will track them here for Council information.	4/6/2021	CM, CE, PW, BIPD	Speed Humps Requested: Seminole, Cullen Lake Shore Drive, Oak Island Road, LCS, Daetwyler Shores. Speed Limit Reduction: Judge Rd, Daetwyler Shores All-Way Stop on Via Flora. Seminole in data gathering (temp. speed humps in place). Indian Drive and Barby Lane demand on Seminole decision. Daetwyler Shores scheduled for next budget year; CLSD and OIR were sent application packets. Speed reduction on Judge started (35 MPH). All-Way stop at Via Flora and Flowertree completed. Last traffic count on Seminole started. Seminole data complete and justifies installation of speed humps. OCFD has no issues with speed humps. Discussion with BIPD on active enforcement for next 4 months on Seminole. If placed on Seminole, then speed humps should be placed on Pleasure Island.	City to start planning for RRFB on Hoffner and Pleasure Island and Hoffner and Peninsular. City to start discussion with OC on TSP projects developed by Traffic Consultant. Projects placed on City CIP. City Manager to meet with Orange County Engineering and Commissioner Uribe to discuss Hoffner Avenue Projects for support with projects on Hoffner. Still waiting for meeting with Commissioner Uribe. No update on Hoffner meeting. Staff looking at other projects. Contacted Orlando Traffic to determine interest for crosswalk on Judge Road. Meeting with Commissioner Uribe scheduled for 3 PM on November 29, 2021. City Manager to report at December 7 meeting.
ARPA Funding	American Recovery Plan Act (ARPA) funds to be received from State for funding eligible projects. FLC estimates City will receive \$3.6 million in funding over 2 years	7/20/2021	CM/DoF	City sent all required information to FLC. FLC is the coordinating agency for NEU cities in Florida. DFEM is developing agreement for NEU cities.	Waiting on FLC to provide additional information once it's received from the state.Funding agreement with FDEM approved. FDEM contacted the City that all documents are in order for first payment of \$1,826,090 for first year payment. Total amount is \$3,626,180 (distributed over two years in equal amounts). City received its first payment. Staff reviewing additional information as it becomes available. Initial reporting period extended for three months. Continuing to move forward with projects.
Redistricting	Every ten years, with the decennial census, the City is to review its districts to determine if the boundaries need to be redrawn to get an even number as possible for each district. The city council appointed eight (8) city electors, determined from the registration for the last statewide general election, who shall comprise the districting commission. Electors chosen shall not be employed by the city in any other capacity. The Committee has 120 days to complete its work and present it to the Council.	7/20/2021	CM/Clerk	Committee met on 7/28/21 to organize. Chair, Vice-Chair, and Secretary were chosen. City Manager went over the duties of the Committee and spoke about Sunshine Laws.	Next meeting is August 11. Materials will be passed out along with instructions. State to certify census numbers on August 12. Committee will meeting on September 8 to look at total numbers and try to come up with District map. Redistricting Committee came up with a new districting map. Counts are being verified. Meeting on October 20 to verify the new boundaries and finalize report to the Council. Ordinance 21-14 adopted. Article in City Newsletter. Flyer to be sent to residents.
Palm Square Condos	The City was alerted to building problems at Palm Square Condos.	7/18/2021	CM/UES/CE	City Inspectors found multiple issues with the building. Building Inspector inspected the area and found multiple violations. Fire Marshall inspected the building and found multiple violations. Department of Health inspected a sewage overflow and is taking action. City Engineer and Structural Engineer inspected the building. Staff reviewing the report. City contacted the property manager with a report. Property Manager will hire an engineer to review deficiencies in the building.	Staff will set up a meeting with the property manager to discuss solutions to correcting the deficiencies. City received preliminary engineer report on deficiencies. City sent the report to the property manager. Property manager will send their report to the City when received. Then City and Property Manager will meet to determine path to get the deficiencies corrected. Some deficiencies are fixed per code.