



CITY OF BELLE ISLE, FL **Budget Advisory Committee Minutes**

January 15, 2021 3:00 PM

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The Belle Isle Budget Committee met in person January 15, 2021 at 3:00 PM.

Members present were: Rick Miller, Clayton Van Camp, Charlotte Brown, and Nash Shook. Rick Wilson joined via (Virtual Webinar zoom.us/j/84231623220). Also present were City Manager Francis, Finance Manager Richardson, Chief Houston, and City Clerk Quiceno.

Absent: City Clerk Quiceno informed committee that Board Member Yarbrough called to request an Excused Absence due to illness. Motion to approve absence by Board Member Shook, Board Member VanCamp seconded the motion, which passed unanimously.

Call to Order

The meeting was called to order by Chairman Miller at 3:02PM. City Clerk Quiceno confirmed quorum.

Approval Minutes:

Chairman Miller called for approval of minutes from December 18, 2020. Board Member Van Camp moved to approve the minutes. Board Member Shook seconded the motion, which passed unanimously.

Update on Red Light Camera Program

Chief Houston provided an update on the installation of Red Light Cameras from January 1, 2021 through January 13, 2021. During these dates—124 “Warnings” were issued with very strong violations which indicates the “cameras are working”. Beginning February 1, 2021 “Citations” will be issued.

The locations for the Red Light Cameras are: Hansel & Oak Ridge Rd. both Eastbound & Northbound—Hansel & Fairlane—Conway & Hoffner---

Nomination of Chair – Vice-Chair—Recording Secretary

Current Chair---Mr. Miller -discussed he would be taking the position as Commissioner of District 5 – City of Belle Isle--later this year and would relinquish the “seat” on the Budget Committee if another resident is interested in serving as “Chair person”.

Board Member Shook made the motion to retain current leadership positions until such time any changes need to be made.

Board Member VanCamp asked if there was any conflict issue with Chairman Miller serving as the “Chair” of the Budget Committee as well as serving as a Commissioner for City of Belle Isle. City Manager Francis stated that the Municipal Code allows Mr. Miller to serve both positions.

Board Member VanCamp seconded the motion to retain current leadership positions which passed unanimously.

Review of December Expenses/Revenues—End of year Financial Overview

Finance Manager Richardson stated “not much to report”—December 2020 Franchise Fee for Electricity was approximately 89K— Utility Tax had increased by 25K.

Budget amendments will be put together—adjustments will be made for storm water--

Board Member VanCamp voiced concerns with Urban Forestry fees which are at 100K—would like to see more “checks & balances” in this area.

City Manager Francis stated – one of the big factors was due to the tornado that hit Hoffner Ave. and “old growth trees” that must be maintained. He also discussed trees falling on public roads—must send Public Works Crew or call out for Tree Company to respond—also discussed how the City is divided into 4 quadrants—and each quadrant is reviewed in order to focus on clean-up in that target area—other quadrants are addressed only in emergency--

Chairman Miller requested that “tree trimming invoices” show specific districts and addresses.

Board Member VanCamp questioned the terms for Solid Waste payments—are they pre-paid? Finance Manager Richardson stated Invoices are paid at the end of each month not in advance.

Board Member Shook asked if the City pays anything electronic? Finance Manager Richardson stated that invoices with strict deadlines such as: Electric and Insurance payments are made electronic, however; not standard bills.

Set time/date/location for next meeting

Next meeting will be in person, Friday, February 12, 2021 at 3:00 PM.

Chairman Miller asked if there were any other discussions--

Board Member Shook stated that he viewed the Council Meeting on line—which helps to evaluate if any issues should be discussed by the Budget Committee--

City Manager Francis stated he would inform the Budget Committee on the Wallace Field issues for “Public Restrooms”—and that the Council had postponed the issue not “tabled the issue” which will require re-advertisement for proposals.

Board Member Shook asked if the City was looking at requisition for Audit Committee for Annual Audit—have not heard back yet—also—what are we looking at—next audit cycle has not come up yet—then Budget Committee interviews and recommendations go to Council—

Board Member VanCamp asked if there was any word if Corner Stone Charter School had plans on using the Bank of America building?—City Manager Francis stated no information yet—the Lease agreement is not ready to be presented to Corner Stone Charter School—
City Manager Francis also discussed reviewing with Chief Houston another company for “lease of Police vehicles” as the prior Lease agreement option had expired.

Chairman Miller asked if there was a format for the “Mid-Year Report” put into place yet—and/or the Budget Committee could assist with such a format.
Finance Manager Richardson stated she has a “sample” to present to the Committee hopefully at the next scheduled meeting.

There being no further business, the meeting adjourned at 3:37 PM.