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WHEREAS, according the City of Belle Isle Charter Section Sec. 2-54(a) Advisory Committees, the Council has the power to establish advisory committees;

and

WHEREAS, the City Council of the City of Belle Isle desires to revise certain duties and processes of the Committee; and

NOW, THEREFORE BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLE ISLE, FLORIDA, AS FOLLOWS,

City Council created the Budget Committee to provide increased public accountability and elected official monitoring of the fiscal position of the City. The budget committee's primary function is to review the budget message and budget document as prepared by the budget officer.

RES 21-xx - 1 OF 6

1 The term "committee" as used in this chapter shall mean the city of Belle
2 Isle Budget Committee.

3 Section 3. Organization of the Budget Committee.

4 The committee is made up of seven (7) citizen members appointed by the city
5 council. Members are appointed by District according to the BIMC Section 2-
6 54(b) (1).

7 Section 4. Qualifications and terms of appointed members.

8 Appointments to the committee are made by the city council after an
9 application is filed with the city clerk. Appointments are made by District.
10 Appointed members:

11 A. Must be a resident from each of the city's districts;

12 B. May not be officers or employees of the city; and

13 C. Must be qualified voters of the city.

14 All members are expected to attend all meetings and be active participants
15 in committee deliberations in a public setting. All members are expected to
16 read all of the materials related to their meetings, most of which can be
17 very long and technical and should be willing to dedicate several hours of
18 research, preparation and time for each scheduled meeting.

19
20 Section 5. Term of appointed members.

21 Appointed members serve staggered three-year terms, such that approximately
22 one-third of the terms of appointed members end each year. Members may apply
23 for reappointment.

24 Section 6. No compensation.

1 Appointed members shall not receive compensation for serving in this
2 capacity.

3 Section 7. Election of officers.

4 At its first budget meeting of the calendar year, the committee shall
5 nominate a chairman, vice-chairman, and secretary. Nominations of, and
6 elections for, all Officers shall be by a majority vote of those present.

7 Section 8. Duties of Officers

8 A. Chairman:

- 9 1. The Chairman shall preside at all meetings of the Committee.
10 2. The Chairman shall schedule all meetings, assist in assembling the agenda
11 for all regular and special meetings of the committee, and notify all
12 members of said schedule.

13 B. Vice Chairman

- 14 1. In the absence of the Chairman, the Vice Chairman shall preside over and
15 assume all duties and responsibilities of the Chairman in addressing the
16 business of any regularly scheduled or special meeting.
17 2. Assist the Chairman in scheduling and coordinating all regularly
18 scheduled and special meetings of the Committee.

19 C. Secretary

- 20 1. The Secretary shall take minutes of meetings and shall sign same as
21 revised and approved.
22 2. In the absence of the Chairman and the Vice Chairman, the Secretary shall
23 preside over and assume all duties and responsibilities of the Chairman in
24 addressing the business of any regularly scheduled or special meeting.
25

1 Section 9. Removal/vacancies of citizen members.

2 Members serve at the pleasure of city council and may be removed by a
3 majority vote of the city council. A member who is absent from three
4 consecutive meetings without the permission of the presiding officer is
5 presumed to be in nonperformance of duty, and the city council may declare
6 the position vacant. All committee vacancies shall be filled by the council,
7 for the unexpired term, for the remainder of the term within 45 days after
8 the vacancy occurs.

9 Section 10. Meetings and notice.

10 The committee shall hold one or more meetings according to the budget
11 officer's schedule to review and approve the budget document. Once the
12 budget is approved, the budget committee will meet quarterly or as requested
13 by the budget officer. Budget committee meetings shall be open to the public
14 and noticed as required under Florida law. A quorum shall consist of at
15 least four members (in-person) of the Budget Committee. Members may
16 participate remotely according to the requirements of Resolution 21-13 Rules
17 for Remote Participation.

18
19 Section 11. Authority and duties of the budget committee.

20 The Committee's authority shall be advisory only. The Committee shall have
21 the following duties:

22 A. To review and make recommendations on the annual operating budget as
23 proposed by the budget officer;

1 B. To review and make recommendations on annual capital expenditures as
2 proposed by the budget officer;

3 C. To review budget amendments as proposed by the budget officer;

4 D. To review the annual Comprehensive Annual Financial Report;

5 E. As directed by City Council, to research and advise the City Manager
6 and City Council of new revenue sources. ;

7 F. To act as the Auditor Selection Committee;

8
9 G.. Budget committee members have no special authority to request
10 information or direct staff to develop new reports.

11 H. The budget committee plays a large role in providing communication with
12 the community about the budget process and limitations within which the
13 local government works. Committee members develop a good understanding of
14 the City's fiscal constraints and the services funded and thereby are
15 responsible to explain those to community members, providing an important
16 communication conduit to the community regarding the City and its services.

17
18 Section 12. This Resolution shall take effect upon its adoption.

19
20 ADOPTED this ____ day of _____, 2019

21
22 ATTEST: _____

23 Yolanda Quiceno

24 CMC-City Clerk

Nicholas Fouraker

Mayor

1
2 STATE OF FLORIDA

3 COUNTY OF ORANGE

4 I, Yolanda Quiceno, City Clerk of the City of Belle Isle do hereby certify that
5 the above and foregoing document RESOLUTION 19-18 was duly and legally passed by
6 the Belle Isle City Council, in session assembled on the 15th day of October 2019,
7 at which session a quorum of its members were present.

8
9 _____
10 Yolanda Quiceno, CMC-City Clerk
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