



City of Belle Isle Budget Committee Meeting October 9, 2020 - 3:00 PM

Because of the rapid spread of COVID-19, the City has switched to a virtual meeting.

The City Clerk email will be available for members of the public to submit comments. These comments will be received by the City Staff and will be read into the official record during the meeting. If you would like to provide comments prior to the meeting, please send them to yquiceno@belleislefl.gov.

If you cannot submit comments online, the City will activate the public comment line 407-270-6233. These calls will be answered by city staff, and your verbal comments will be entered into the online system on your behalf. Phoned-in comments will be read during the meeting as part of the official record.

All comments will be screened and not be read into the record if they violate our standard City Commission decorum procedures. Agendas and all backup material supporting each agenda item are available in the City Clerk's office or on the City's website at cityofbelleislefl.org.

AGENDA

- 1.) Confirmation of Quorum
- 2.) Approval of the minutes
 - a. Approval of the September 11th meeting minutes
- 3.) Impact Fees
- 4.) Budget Review - *(changes added since Budget Committee recommendations)*
- 5.) Mid Year Review - Reporting Requirements
- 6.) Set time/date/location for next meeting
- 7.) Adjournment

You are invited to a Zoom webinar.

When: Oct 9, 2020 03:00 PM Eastern Time (US and Canada)

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85037422061?pwd=Z3dONE1lbjQ4K0VDMXhkdG5ndzFyQT09> - Passcode: 517991

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782

Webinar ID: 850 3742 2061 - Passcode: 517991



CITY OF BELLE ISLE, FL
Budget Advisory Committee Minutes

September 11, 2020

1600 Nela Avenue, Belle Isle, Florida 32809

(407) 851-7730 • FAX (407) 240-2222

www.cityofbelleislefl.org

The Belle Isle Budget Committee met in a Virtual Session on September 11, 2020, at 3:00 PM at Virtual Webinar zoom.us/j/84231623220.

Members present were: Rick Miller, Clayton Van Camp, Charlotte Brown, Rick Wilson, and Ralph Yarbrough. Also present were City Manager Francis, City Clerk Yolanda Quiceno, Finance Manager Tracey Richardson, and Deputy Chief Grimes.

Member(s) Absent: City Clerk Quiceno informed the committee that Board Member Shook had called and requested an “excused absence” due to travel for funeral attendance. Board Member Wilson moved to approve request. Board Member Van Camp seconded the motion, which passed unanimously.

Call to Order

The meeting was called to order by Chairman Miller at 3:00PM. City Clerk confirmed quorum.

Approval of Minutes:

Chairman Miller called for approval of minutes from August 14, 2020. Board Member Van Camp moved to approve the minutes. Board Member Yarbrough seconded the motion, which passed unanimously.

Discussion on final budget recommendations that the Council is considering to move forward with against Board recommendations:

Chairman Miller informed to committee members that he sent a letter to the Council as a “private citizen”—however—the Budget Committee can craft a letter to send to the Council also with budget changes.

Board Member Van Camp said he is concerned that there is tension between the Budget Committee and the Belle Isle Council Members.

City Manager Francis responded—he does not feel that there is any tension—even though the Council is moving forward against the recommendations from the Budget Committee.

Board Member Van Camp requested the financial impact to budget with the purchase of BOA—salary increases per pay schedule and salary increase for non-uniformed personnel with a Cost of Living increase.

Finance Manager Richardson reported the with the Police Pay Plan increase--State shared Revenues increase—and the reduction for the employee Health Plan—there is a surplus of \$228K in the fund balance.

Board Member Wilson questioned the surplus--

Finance Manager Richardson discussed increased revenues from the Half Cent Sales Tax—and projected revenues of \$350K from Red Light Cameras. However—this may change due to grace period for Red Light Camera violators which Deputy Chief Grimes stated they would be implementing a fifteen (15) day grace period once the Cameras were installed.

Chairman Miller requested to be updated with changes or delays to Red Light Camera install since this would make a significant change to the projected budget.

Board Member Van Camp requested revenues for the City--

Finance Manager Richardson stated the general fund total revenues are 6.9M.

Board Member Van Camp asked City Manager Francis—what are the goals to strive for in order to have surplus--

Chairman Miller responded that the general fund reserve assists with bond loans—the target usually is between 15-25% reserves.

Finance Manager Richardson stated the latest budget is 39% reserve.

Board Member Wilson had a question in order to better understand the budget—what costs have not been anticipated?

Chairman Miller stated—purchase of BOA building and the salary increases.

Board Member Van Camp—stated that adjustments to Ad Valorem tax will be needed for next year--

Chairman Miller stated – may need to evaluate increasing taxes and spending

City Manager Francis discussed that since this is the first year that the Budget Committee has been together--possibly in Jan-Feb there could be a “goal setting session”--Council would give guidance on what they want to see-- can see the direction we need to go for spending--schedule a meeting with both the Council and the Budget Committee for “goal setting agenda”.

Commercial Impact Fees:

City Manager Francis discussed impact fees—commercial development impact fee—currently the City does not collect transportation impact fees or spend such fees--there is limited commercial development—however--would like to draft something with the BI City Attorney--he discussed the loss of revenue from –WaWa--Crunch—O’Reilly and Windham hotel due to not having transportation impact fees in place. He also discussed that this is general fund revenue--used for upgrades to system affected by impact of development and used for such improvements only.

Chairman Miller asked the number of parcels impacted by such fees--

City Manager Francis provided example of Days Inn planning a 90 room expansion--- this may be something that would apply to transportation impact fees—he also discussed Residential impact fees--he would like to check with the City Attorney for clarification—example would be if Seminole Dr needs speed bumps--

Board Member Yarbrough and Board Member Van Camp both provided support and agree that impact fees are necessary--

City Manager Francis stated he would draft an ordinance to move forward with implementing Transportation impact fees and would send draft to Committee members.--Discussion included “lot splits”--removal of old structures and now larger homes being built and not able to charge transportation impact fee for all the new builds occurring in City--will check with City Attorney-- states that BI City is losing revenue.

Audit Selection Committee:

City Manager Francis discussed the need to “set-up” an audit committee---never done by City— would like the Budget Committee to be part of the Audit Committee--this would be an additional duty for the Board Members of the Budget Committee and an elected official must chair the audit committee---Board Members present today were in agreement to perform this additional duty--

City Manager Francis also stated that state law requires Charter Schools to have an Audit Committee that is open to the public – per state statute.

Review of Statement of Revenue and Expenses:

Finance Manager Richardson stated not much has changed--Gas Tax decreased however State Shared Revenues surpassed budget so this will offset any reduction with gas tax--received FDOT funds of 6700K---still waiting on FEMA reimbursement for Parks-- Expenditures--Police Overtime—will be offset by funds from Cares Act—Budget amendment to be done now—Second Cares Act reimbursement to be filed--

Board Member Wilson thanked Finance Manager Richardson for the great job being done.

Board Member Van Camp requested-- Red Light Camera projected revenue of 90K be removed – City Manager Francis agreed

Set time/date/location of next meeting:

Chairman Miller asked City Clerk Quiceno the date of the next meeting. Next meeting is Friday October 9th, 2020 at 3:00 PM.

Chairman Miller stated we will continue to meet in a Virtual Setting//virtual Webinar zoom.

Adjournment:

There being no further business, the meeting adjourned at 3:55 PM.