



**AGENDA CLOSED COUNCIL MEETING**  
**Thursday August 24<sup>th</sup>, 2017**  
**City Hall Belize City Council**

**Members to be attending**

- |                                   |           |
|-----------------------------------|-----------|
| 1. Mr. Darrell Bradley            | Mayor     |
| 2. Mr. Dean Samuels               | Deputy    |
| 3. Mrs. Alifa Elrington           | Councilor |
| 4. Dr. Alain Gonzalez             | Councilor |
| 5. Mrs. Hyacinth Latchman Cuellar | Councilor |
| 6. Mr. Kevin Singh                | Councilor |
| 7. Mr. Michael Theus              | Councilor |
| 8. Mr. Dion Leslie                | Councilor |
| 9. Mr. Philip Willoughby          | Councilor |
| 10. Mr. Bernard Pitts             | Councilor |
| 11. Mr. Jason Edwards             | Councilor |
12. Candice Miller, City Administrator  
13. Lesbeth Butler, Administrative Officer

**Persons to be attending by invitation**

**Agenda Items**

1. Prayer
2. Confirmation of Minutes
3. Matters Arising

**Mayor's announcements/matters**

- i. Property tax discount
  - ii. Moving Account to Atlantic bank
4. Notices/reports/ discussion/information
    -
  5. Any other business
    -
  6. Questions from members of the public
  7. Request for leave to move adjournment of Council on matters of urgent public notice
  8. Motions relating to Council business or sitting
  9. Adjournment
  10. Setting the date for the next Council meeting



**MINUTES OF ORDINARY CLOSED COUNCIL MEETING (Special)**  
**Thursday August 24<sup>th</sup>, 2017**  
**Belize City Hall**

**Present:**

- |                                   |                             |
|-----------------------------------|-----------------------------|
| 1. Mr. Darrell Bradley            | Mayor                       |
| 2. Mr. Dean Samuels               | Deputy Mayor                |
| 3. Dr Alain Gonzalez              | Councilor                   |
| 4. Mr. Kevin Singh                | Councilor                   |
| 5. Mr. Bernard Pitts              | Councilor                   |
| 6. Mr. Jason Edwards              | Councilor                   |
| 7. Mrs. Hyacinth Latchman-Cuellar | Councilor                   |
| 8. Mr. Philip Willoughby          | Councilor (3:00 p.m.)       |
| 1. Ms. Candice Miller             | City Administrator          |
| 2. Mrs. Lesbeth Butler            | Manager Office of the Mayor |

**Absent:**

- |                        |   |
|------------------------|---|
| 1. Mr. Dion Leslie     | Councilor                                       |
| 2. Mr. Michael Theus   | Councilor (out of the country Council business) |
| 3. Ms. Alifa Elrington | Councilor                                       |

The meeting was called to order at 2:48 p.m.

Councilor Alain Gonzalez opened the meeting with a prayer.

1. Being a special Council meeting the minutes of the previous meeting was not reviewed.

**Mayor Matters:**

2. The Mayor stated that as a norm the Council offer a discount on early payment for property tax. The amount normally offered is:
  - a. 20% on payments made prior to December 1<sup>st</sup>
  - b. 15% on payments made December 1<sup>st</sup> to 31<sup>st</sup>
  - c. 10% on payments made January 1<sup>st</sup> to March 31<sup>st</sup>
3. The Mayor asked that a vote be taken on whether to offer the discount for this period. All councilors present voted in favor of offering the discount. **MOTION CARRIED.**
4. The Mayor stated that a recommendation was being made to move the Council account from Scotia Bank to Atlantic Bank. He asked Ms. Miller to expand on this.

5. Ms. Miller stated that the change was being requested in order to get a line of credit of up to half a million dollars or an overdraft for the same amount. In addition, Scotia Bank is much more restrictive.
6. The Mayor voiced that a line of credit is a loan which will be a liability to the Council and requires GOB approval. He said that normally you borrow for capital expenditure but not for recurring expenditure. The Mayor said that in the 4 ½ years that he has been at the Council they have operated without an overdraft and he was not inclined to do that at this point. He expressed that an overdraft is spending on recurring expenses and that is not advisable.
7. The Mayor suggested getting a loan rather than a line of credit or overdraft. He asked that a proposal be done and presented for review as he believed this should be the last option. He said that the percentage charged on these type of credit is high.
8. Ms. Miller stated that it was urgent as currently there was an issue with cash flow. She said the every payday is stressful and she believes that this is the best solution.
9. Ms. Miller called Mrs. Ordonez and asked her to find out how much is the interest. Mrs. Ordonez informed that the interest is 8.5%.
10. Ms. Miller stated that at 8.5% it is cheaper than to offer discount at 20%.
11. The Mayor said that he needed to see the percentage from the bank in writing. He asked that a proposal be done and presented to Council.
12. Ms. Miller said that this will require changing to Atlantic Bank. The Mayor gave approval for the changing of bank but not for the line of credit. He agreed that Scotia is a more stringent bank and the Council needs a bank who will be more flexible.
13. The Mayor asked that Council authorize the City Administrator to move the Council account from Scotia Bank to Atlantic Bank and to continue but not conclude the discussion on the line of credit and overdraft. All Councilors presented voted in favor. **MOTION CARRIED.**
14. The Mayor asked about the status with outstanding property tax. Ms. Miller said that this was around \$7 Million, however many was statute barred. Also, tax was being applied to GOB properties which should not be charged. There was a general discussion on property tax. It was concluded that the report needs to be reviewed and updated.
15. The Mayor updated that a presentation was done to the Mayors Association by Mr. Guerra, the president of the Municipal Association. This association is a partnership of all Councils. One of the topics presented was on tenure for the City Administrators and directors in the case of Belize City and Managers for the other municipalities. They are trying to set standards and have uniformity among councils. The Association is proposing that the City Administrators by given a 4 year contract and the directors/managers a 3 years contract.
16. Councilor Pitts said that due to the political climate he supports that idea as the City Administrator and directors are not unionized, however he believes that it should be aligned with the Council term.
17. The Mayor said that people are hired at different times in addition he would not want the city administrator to change with the political cycle to allow for continuity.
18. The Mayor said that managers are covered by the Municipal Services Regulation (MSR). He said that staff above managers work on a contract and except for the city administrator and auditor you can't terminate the other directors.

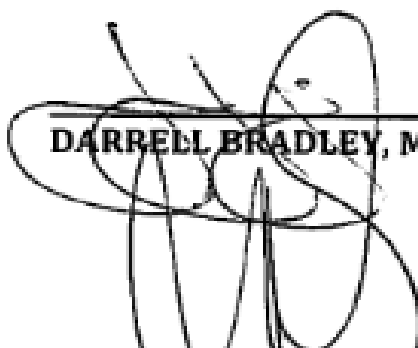
19. Councilor Pitts stated that there is always a different set of policies for managers and regular staff.
20. The Mayor said that the proposal was to renew the contract for the city administrator to 4 years as of December last year. However, since that time has passed he is requesting that the renewal date be effective September 2017.
21. After much discussion on this matter the councilors present agreed to vote on the renewal of the City Administrator and Directors contracts and notify the councilors absent after the meeting.
22. The Mayor asked that a vote be taken to have the City Administrator contract be renewed for 4 years and the directors' contract be renewed for 3 years effective September 1<sup>st</sup>, 2017. All Councilors present voted in favor of renewing the contracts for the period specified.  
**MOTION CARRIED.**
23. Councilors Pitts asked that Mr. Guerra's presentation be shared with Council.
24. Ms. Miller committed to share the minutes of the Municipal Association Meeting with Mrs. Butler for her to share with the councilors.


## **OTHER MATTERS**

25. Councilor Pitts asked that the taxi associations be informed of their due date to make payment.
26. Ms. Miller said that the payment is due at the first of each month and most associations were complying. She said that a concern is that some associations do not want to pay if a member is not operating or not paying their fee.
27. The Mayor asked Ms. Miller to put the due date in writing and give to the associations.

### **Petitions from the Public**

28. No petitions from the public was done.
29. The Mayor moved for a motion to adjourn the meeting. Councilor Cuellar motioned that the meeting stands adjourned; Councilor Gonzalez seconded the motion.  
**MOTION CARRIED.** All Councilors present voted in favor to adjourn the meeting. The meeting was adjourned at 4:17 p.m.

  
\_\_\_\_\_  
**DARRELL BRADLEY, Mayor**

  
\_\_\_\_\_  
**CANDICE MILLER, City Administrator**



**Belize City Council  
RESOLUTION NO. 28 of 2017**

**A RESOLUTION TO APPROVE THE CHANGING OF THE COUNCIL ACCOUNT TO  
ATLANTIC BANK**

**Whereas**, the Belize City Council is a duly elected body by the residents of Belize City mandated to serve the citizenry and is entrusted with the general rule and good governance of Belize City, **WHEREAS**, the Belize City Council, is a body corporate established by Sec 3 (1) of the Belize City Council Act, CAP 85 of the Substantive Laws of Belize, Revised Edition 2000,

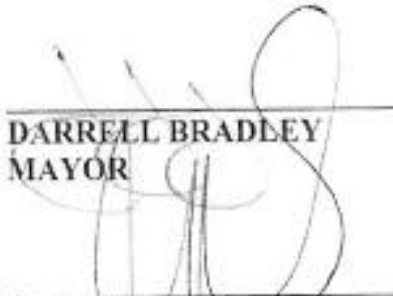
**AND WHEREAS**, the Belize City Council having been duly elected by the residents of Belize City mandated to serve the citizenry and entrusted with the general rule and good governance of Belize City,


**Whereas**, the Council has the authority to manage the Council's finances authorize the City Administrator to move the Council account from Scotia Bank to Atlantic Bank and to continue but not conclude the discussion on the line of credit and overdraft

**Now therefore, be it resolved** that the Council supports, approves, and confirms

- The changing of the Council account from Scotia Bank to Atlantic Bank.

**In pursuance of an order of the Belize City Council made on the 24 day of August 2017, the Common Seal was hereunto affixed by:**

  
\_\_\_\_\_  
**DARRELL BRADLEY  
MAYOR**

  
\_\_\_\_\_  
**CANDICE MILLER  
CITY ADMINISTRATOR**





**Belize City Council  
RESOLUTION NO. 29 of 2017**

**A RESOLUTION TO APPROVE THE RENEWAL OF THE CITY ADMINISTRATOR  
AND DIRECTORS CONTRACTS**

**WHEREAS**, the Belize City Council, is a body corporate established by Sec 3 (1) of the Belize City Council Act, CAP 85 of the Substantive Laws of Belize, Revised Edition 2000,

**AND WHEREAS**, the Belize City Council having been duly elected by the residents of Belize City mandated to serve the citizenry and entrusted with the general rule and good governance of Belize City,

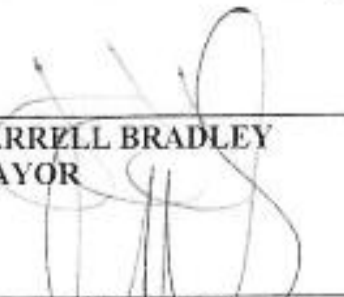
**Whereas**, the Council looks after the interest of its employees to ensure continuity in management.

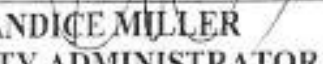
**Whereas**, the Council acts in the best interest of its employees.

**Now therefore, be it resolved** that the Council supports, approves, and confirms

- That the City Administrator contract be renewed for 4 years and the directors' contract be renewed for 3 years effective September 1<sup>st</sup>, 2017.

**In pursuance of an order of the Belize City Council made on the 24 day of August 2017, the Common Seal was hereunto affixed by:**

  
\_\_\_\_\_  
**DARRELL BRADLEY  
MAYOR**

  
\_\_\_\_\_  
**CANDICE MILLER  
CITY ADMINISTRATOR**





**Belize City Council  
RESOLUTION NO. 27 of 2017**

**A RESOLUTION TO APPROVE REQUEST FOR EARLY DISCOUNT FOR  
PROPERTY TAX**

**WHEREAS**, the Belize City Council, is a body corporate established by Sec 3 (1) of the Belize City Council Act, CAP 85 of the Substantive Laws of Belize, Revised Edition 2000,

**AND WHEREAS**, the Belize City Council having been duly elected by the residents of Belize City mandated to serve the citizenry and entrusted with the general rule and good governance of Belize City,

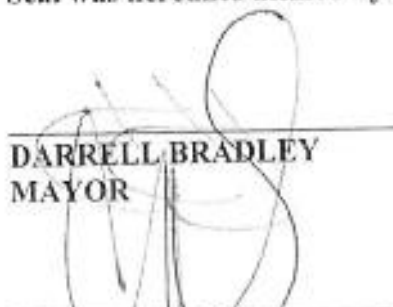
**Whereas**, the Towns Property Tax Act CAP 65 SEC 18 (1) of the substantive laws of Belize directs that on 1<sup>st</sup> of April in each year, by Order made on or before 15<sup>th</sup> April in the preceding year, declare the rates to be levied and collected on all properties situated within the limits of its town and liable to be taxed in accordance with this Act.

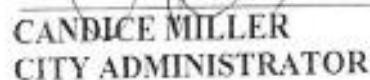
**Whereas**, the Council has reviewed and discussed the rates to be levied on properties within Belize City,

**Now therefore, be it resolved** that the Council supports, approves, and confirms

- 20% on payments made prior to December 1<sup>st</sup>
- 15% on payments made December 1<sup>st</sup> to 31<sup>st</sup>
- 10% on payments made January 1<sup>st</sup> to March 31<sup>st</sup>

**In pursuance of an order of the Belize City Council made on the 24 day of August 2017, the Common Seal was hereunto affixed by:**

  
\_\_\_\_\_  
**DARRELL BRADLEY  
MAYOR**

  
\_\_\_\_\_  
**CANDICE MILLER  
CITY ADMINISTRATOR**

