

**EDGEWOOD CITY COUNCIL
SPECIAL MEETING – MARCH 30, 2011**

On Wednesday, March 30, 2011, the Edgewood City Council held special meeting at Edgewood City Hall, 405 Larue Avenue, Edgewood, Florida. Council President Judy Beardslee called the meeting to order at 3:30 p.m. Council Member Powell gave the invocation, followed by the Pledge of Allegiance, led by Council President Beardslee.

Council President Beardslee deferred to City Clerk Meeks who noted the following attendance and, confirmed there was a quorum.

Attendees:

Mayor Ray Bagshaw
Council President Judy Beardslee
Council Member Neil Powell
Council Member Jim Bozeman
Council Member Malcolm Henley
Council Member John Dowless (excused for late attendance)

Staff:

City Clerk, Bea L. Meeks
Police Chief, Pete Marcus
City Attorney, Drew Smith

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- **REVIEW, DISCUSS AND APPROVE AN AUDIT TO REVIEW THE AGREED UPON PROCEDURES OF THE INTERNAL FINANCIAL OPERATIONS AND PROCEDURES OF THE CITY**

At the open of the Special Council Meeting, Council members were provided with a proposal handout from BKHM, P.A. and Holland & Reilly, both CPA firms, who submitted quotes to perform a procedures review of the City's internal controls. Council President Beardslee announced that David Holland was in attendance for Holland & Reilly.

3:40 p.m. Council Member Dowless arrived for meeting.

Council President Beardslee explained her reasons for favoring an independent audit, and in response to Council Member Dowless, she explained the reasons for considering the audit.

Council discussed the proposals submitted; Holland & Reilly at \$18,000 to \$19,500 for a 2 month review of internal procedures review, and BKHM at \$6,000 to \$7,000 for performing random samplings.

In response to questions from resident Frank Aguilar, 415 Oak Lyn, Council President Beardslee stated her concerns for not having a working budget that the can work from. It was explained

that by Charter, the Mayor prepares the budget and the Council President Beardslee, by Council assignment approval, oversees finance and budget.

Council Member Henley stated that he was not sure which way the City was going and questioned whether the internal procedures review could be done "cheaper". Council President Beardslee said that she wanted to be assured that there were no ghost payroll employees or vendors; stating she is not on a "witch" hunt.

Chief Marcus reported that his department performed a curser review after incident with former Assistant City Clerk, and felt then and now, there is a need to have a review of internal procedures review. He stated that you cannot put a price on public confidence.

Council President Beardslee said that the review is an unbudgeted item and therefore, the budge would have to be amended to accommodate the review.

Council President Beardslee made the Motion to accept the proposal of Holland & Reilly, up to \$19,500 pending the Engagement letter and authorizing the Mayor's signature. Council Member Powell Second the Motion and noted that his Second was only because he wants more time to review. Motion passed unanimously.

Council discussed holding a special meeting on April 7, 2011 to consider and approve Holland & Reilly's Engagement Letter, to be followed by a workshop to continue the review and revisions to the City's Personnel Policy; ***it was the consensus of the Council to schedule the special meeting and workshop as discussed.***

- **OTHER DISCUSSION**

Council President Beardslee asked Chief Marcus about the recent event held at Discovery Church that approximately 3000 people attended. Chief Marcus said his department was blindsided. He said that a letter was sent to the Church regarding the matter, and that his department is taking steps to insure it doesn't happen again.

Mayor Bagshaw reported to Council that his office is set up in city hall and he is available if any Council members want to meet with him.

Council Member Powell noted his attendance at the Lake Jessamine Water Advisory Board.

City Clerk Meeks reported that some employees had inquired about Colonial Life Insurance because they are interested in the benefits. City Clerk Meeks said that she has benefits with Colonial Life through her former employer, and was continuing the benefits on her own. She stated she had no objection to assisting employees with obtaining the benefits and add it as a pass-through employee contribution on their payroll check. ***Council had no objections to pursuing these benefits for the employees.***

Council Member Dowless gave the Motion to Adjourn at 10:02 p.m., with Second by Council Member Bozeman; Motion passed unanimously.



Judy Beardslee
Council President

ATTEST:



Bea L. Meeks, MMC, CPM
City Clerk