

**EDGEWOOD CITY COUNCIL  
REGULAR CITY COUNCIL MEETING – APRIL 19, 2011**

On Tuesday, April 19, 2011, the Edgewood City Council held its regular meeting at Edgewood City Hall, 405 Larue Avenue, Edgewood, Florida. Council President Beardslee called the meeting to order at 6:30 p.m.

The following attendance is noted and there was a quorum.

**Attendees:**

Mayor Bagshaw  
Council President Beardslee  
Council Member Dowless  
Council Member Powell  
Council Member Bozeman  
Council Member Henley

**Staff:**

Bea L. Meeks, City Clerk  
Pete Marcus, Police Chief  
Virginia Cassady, City Attorney

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Council President Beardslee called the meeting to order at 6:30 p.m., and invocation was given by Council Member Powell, followed by the Pledge of Allegiance.

Council President Beardslee deferred to Chief Marcus, who introduced reserve officer David Ireland. Chief Marcus presented the promotion of Det. Ron Beardslee to Sergeant. Sgt. Beardslee was presented with a plaque, and his father, who was in attendance with Sgt. Beardslee's mother, pinned him with his Sgt.'s pin. Chief Marcus noted that Sgt. Beardslee's promotion was well deserved.

**ORGANIZATIONAL MEETING**

Judy Beardslee nominated Council Member Powell to be the Council President Pro Tem, with second by Council Member Dowless, Council Member Powell was unanimously approved as the Council President Pro Tem.

**CONSENT AGENDA**

February 8, 2011 Workshop Minutes:

*Council Member Dowless noted a correction to be made on page 9 "Council Member Elect Dowless", followed by Council Member Powell's Motion to approve the February 8, 2011*

*workshop minutes with correction, with Second by Council Member Henley; unanimously approved.*

## **PRESENTATION(s)**

*Kathy Salerno, Outreach and Educational Coordinator:*

Kathy Salerno, representing Chief Financial Officer Jeff Atwater, Florida Department of Financial Services, was introduced by Council President Beardslee. Ms. Salerno gave a brief overview of the services that CFO Atwater's office provides. She noted that CFO Atwater's top priority is insurance fraud, and she explained the reasons and the goals of CFO Atwater to assist Florida residents with claims. Ms. Salerno explained her role in representing the State's CFO in Central Florida, and how she will work to educate residents (identity theft, credit score, etc.), by giving presentation regarding Homeowners Insurance to better educate homeowners, along with disaster preparedness. City Clerk Meeks confirmed she will send a list of HOAs in Edgewood for Ms. Salerno to contact.

*Special Events Committee:*

Resident, Brian Leahy reported on the special events committee meeting, and proposed the person selected for presenting the best plan will win a cruise for two. Council President Beardslee said it will be considered once Council is aware of the cost of the cruise. Mr. Leahy also explained the Committee members' reasons for not awarding to second and third place submittals. Mr. Leahy will bring back a report on the cost in the May meeting. Council Member Henley asked about age requirements, and Mr. Leahy said they will add a disclaimer. Council President Beardslee conveyed the Council's appreciation to the committee for the Committee members' work.

*David Donofrio, CPA, Greenlee, Kurras, Rice & Brown PA CPA's*

David Donofrio presented the City's audit for the fiscal year ending 2010. Mr. Donofrio stated that the City received an "unqualified opinion" the highest level of assurance received in an audit. Two basic prevalent differences, revenues aligned to the prior year's expenses however, expenses were down compared to prior year that showed a loss; perhaps because of less road work. Main source of revenue is property taxes and franchise fees, which represent 68% of revenues received by the City. Due to the mortgage debt being paid down, debt is limited. Mr. Donofrio explained GASB 54, operating the same way but end of year audit is classified into five different groups. Mr. Donofrio asked for questions and said if Council has any question after the meeting to give questions to City Clerk Meeks and she will pass along to him.

Council Member Dowless referenced page 7, "Revenues" regarding "Other" 204% change and asked for explanation. Mr. Donofrio said he would have to look at this, could be Railroad however, he doesn't have the details with him, and he will get back with Council Member Dowless. Council Member Dowless asked "Under Expenses, what falls under physical environment that is not under "Other"? Mr. Donofrio said that would be the solid waste costs, Waste Management.

Mr. Donofrio confirmed the City's liabilities included FEMA monies that FEMA says City was overpaid to the City. Mayor Bagshaw asked about impact fees, and Mr. Donofrio said this is a gray area. Discussion relevant to school impact fees and excess admin fees retained (3% vs. 10%). Council President Beardslee asked Mr. Donofrio to define internal financial controls as it relates to Greenlee's engagement with the City, and he responded by stating "Internal financial controls from our perspective is procedures that are in place that will detect and prevent an error or possible fraud in a timely manner; that's a basic definition for that." Judy asked for controls he felt the City had in place, David explained separation of duties. Mr. Donofrio said he was comfortable with the third party outsourcing. Council President Beardslee stated she didn't feel then, and doesn't feel now that risk exposure has been limited.

### ***Brief Recess***

Council President Beardslee apologized to Council for her questions and discussion regarding the audit; she stated she is very passionate about the City. She said it is important to move forward and identify the areas of risk, and pointed out that no capital improvements in the 09/10 FY, and the current year will be a challenge as well. Council Member Powell referenced whether Council wanted to continue to keep Greenlee as the City's auditor. As a postscript, Chief Marcus, reported on the cash his department receives for fingerprinting. He believes his records are very accurate, which was part of the Police Department's accreditation and re-accreditation. Council President Beardslee reminded Council Members of a prior discussion regarding the fees for fingerprinting and why they were not allocated back into the Police Department's budget, because the Police Department administers their budget; the argument to Council is that it was all the City's money, what difference does it make where it goes. Council President Beardslee stated why she had issues with "that" and explained why. She stated that the City can and will do a better job and make sure that everyone has a level of confidence. Chief Marcus said placing a full time City Clerk in City Hall has helped to resolve a lot of the issues of City Hall operations that Council Member Henley found. He noted that he and City Clerk Meeks talk on a daily basis to resolve issues. Chief Marcus stated "...I think that this is probably one of the best moves that Council has made in a long, long time ..." Council Member Henley stated that the City Clerk was doing an "incredibly fantastic job" and is totally impressed with her. Council President Beardslee stated that the Council's decision to bring City Clerk Meeks on was a maneuver that Council expected to self-correct some internal issues and it has.

### **UNFINISHED BUSINESS**

#### ***Annual Review of Contracts***

City Attorney Cassady confirmed Charter says Council only has to review Agreements, they do not have to put them in out to bid.

Neighborhood Partnership Grants: None

Mayor Bagshaw reported on tree maintenance and retention and difficulties with access to some sites. The Mayor stated he brings this up because the City will need to be using funds to assist

with tree removal and cleanup. He reported on a tree that fell in Lake Mary Jess Shores, and that homeowner want tree replaced. City Clerk Meeks confirmed \$5000 in budget for trees, based on February financial statement and recent expenditures, \$1800 has been expended however, \$1000 is being reimbursed to the City. Mayor noted dead trees on individual properties and ask Chief Marcus if Code Enforcement will pursue this and he confirmed yes.

#### Legal Services:

Code Enforcement Magistrate: Mayor and Chief recently met with Special Magistrate Reichmann. Council agreed they had no concerns with Legal Services and Special Magistrate.

Waste Management: Just renewed this contract for 5 years.

Jerry Reynolds: No concerns. City Clerk Meeks pointed out that Jerry works in tandem with staff and the engineer regarding the NPDES.

Engineer: Charter 5-10 regarding purchasing. Discussion regarding Consultant Competitive Negotiations Act (CCNA). Council Member Powell commented about discussion held with Art Miller at a workshop, and noted that Engineer Miller has a history with the City, and this helps. Mayor Bagshaw said that he would like to put engineering out for bid. Resident, Brian Leahy, pointed out relationships go a long way. City Clerk Meeks provided the current dollar amount in the budget for the various professional services.

Mayor Bagshaw noted that sign-off on street repair for approval that City residents now express their concerns. The Mayor said the City needs to look at the process; for example, is the engineering signing off on things on his own. He said that there is a need to spell out City's expectations. Attorney Cassady noted that when she was working with the City more, Engineer Miller was putting work out for bid. Council Member Powell said that the former Mayor worked with Engineer Miller and recommendations were brought to Council for approval.

Accounting Services and Audit: Council President Beardslee requested this service go out for bid. Attorney Cassady explained to Council that by Statute, if you put the auditing services out for bid, you have to have an auditors selection committee; it is a special process and the contract has to have certain provisions in it.

Council Member Dowless stated that he has worked with the same vendors for a while but still take bids.

***Motion by Council Member Dowless to review Contracts and put out for bid every two years; amend to schedule proposals for bids over a two year period, with Second by Council Member Henley; Motion withdrawn.***

Resident Frank Aguliar stated that there should be expectations given for what the City is looking for. Council President Beardslee explained that the City cannot pick and choose what they want the auditor to do because of their guidelines. City Attorney Cassady explained Florida Statutes provides the guidelines however, you can add your expectations.

***Motion by Council President Beardslee that City of Edgewood begin a rotation period of placing the following contracts out for request for proposals over a period of twelve months beginning 5/1/2011; legal services, engineering services, street maintenance, accounting, audit and code magistrate.***

Council Member Powell ask about cleaning services, and Council President Beardslee said she was just listing major contracts. She asked Council Member Powell if he would feel more comfortable if she said "all" contracts; Council Member Powell said "he would". **Council President Beardslee withdrew her Motion.**

***Beginning 5/1/2011 over a 12 months period of time that the Mayor and staff begin a process of putting RFPs out for all City Contracts, excluding Waste Management as this is a 5-year contract, and all other contracts set by terms. Council Member Powell amended to add it can be implemented by staff and Council President Beardslee said add to allow Mayor and City Clerk to determine and facilitate the order of which this occurs. Council Member Dowless Second the Motion, with its amendments, Motion approved unanimously.***

## **NEW BUSINESS**

Resolution No. 2011-01 (A Resolution of the City of Edgewood, Florida Declaring a 2005 Ford Explorer, Model XLS, with VIN 1FMZU62K25UA37141 to be surplus and authorizing the sale of same)

***Motion by Council Member Powell to approve Resolution No. 2011-01, with Second by Council Member Bozeman; the Resolution was approved unanimously.***

Resolution No. 2011-02 (A Resolution of the City Council of the City of Edgewood, Florida, restating Resolution No. 2007-02, Establishing new fees for live scan fingerprinting and amending said Resolution by establishing a fee for credit card payment; providing for conflicts and severability; and providing for an effective date.)

***Motion by Council Member Powell to approve Resolution No. 2011-02, with Second by Council Member Bozeman; the Resolution was approved unanimously.***

### ***City of Edgewood's Disaster Plan Review***

City Council gave kudos to Chief Marcus for making the revisions. Council President Beardslee ask to add Mayor or his/her designee. Council Member Dowless ask if the City had access to reverse calling. Chief Marcus said the City has access as long as the City has a contract with Orange County.

*Motion by Council Member Powell to accept the Disaster Plan as presented with revisions, with Second by Council Member President Beardslee; the Motion was approved unanimously.*

*Staff*

Chief Marcus reported as follows:

- Quarterly Activity Report

Council President Beardslee noted that the increase appeared to be DUIs however, Chief Marcus said it was not an increase, just arrested more during that period. Chief Marcus said the second car has helped, along with the new rookies.

- Chief Marcus announced the Torch Run is 4/26/2011, that flyers are being distributed. He said the Sheriff's office provides water and City Hall staff and staff from the Police Department will give out the water to the runners. The run ends at the Russell Home, where a Barbecue lunch will be served.
- Reported that better security measures have been taken for the City gas tanks; fence installed, lights and camera to be installed.
- Chief Marcus confirmed phone system grant secured by changing parking lot fence grant to phone system.
- Reported that Officer Zane was on patrol the night of fire at catering company at Ft. Gatlin Shopping Plaza and reported the fire.
- Will apply for the COPS grant, which is federal grant. If successful, the grant will provide for one additional officer.
- Reported that Code Enforcement is catching up on back log of work; concentrating on the business corridor for better appearance.
- Reported on the discharge of a reserve officer.

In response to Council Member Henley regarding red light cameras, Chief Marcus said he is waiting on Attorney Smith to send back agreement.

City Clerk Meeks referred Council to her memo and encouraged them to call or see her in her office if they have questions.

*Mayor/Council*

Council Member Powell restated his report from the last City Council meeting regarding the curbing at Harbor Island Road. Mayor Bagshaw said he understood that Art Miller would be putting in the curbing. Council Member Powell said that work continues to be done on getting speed limit raised on Holden Avenue (35 to 40 mph); said he has talked to County engineers and hasn't heard anything in eight or nine months.

Council Member Dowless asked about Council business cards. He also ask what are the procedures for the newsletter. Council President Beardslee said she has it on her list to discuss. Council Member Dowless reported that if sun rail is approved it will run through the City of Edgewood; and noted potential for economic development that could have occurred. Council President Beardslee said that by the time the City had the time to consider Sun Rail, it was too late because the planning process was already done.

Council Member Bozeman ask about the status of the variance request related to the Russell Home. City Clerk Meeks confirmed application for variance has been received.

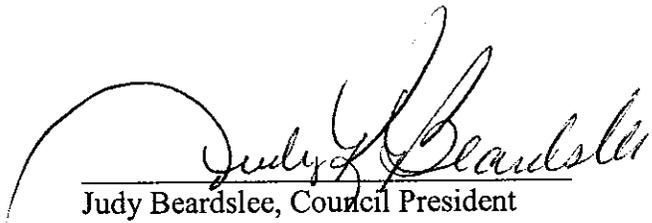
Mayor Bagshaw reported on the following:

- Regarding the Joint Project Coordination Committee, he reported on his meeting with County Commissioner Jennifer Thompson. He said a council representative and resident representative is needed for the meeting scheduled on April 27, 2011. Council Member Dowless said he would attend, and resident Brian Leahy said he will attend as a resident.
- Reported on his meeting with Commissioner Jennifer Thompson today, along with Sgt. Beardslee, and four Edgewood business representatives attended. The group ask for a traffic study at Hoffner and Hansel, and Commissioner Thompson said she will request the study.
- Chris Testerman, Director of Government Relations, Orange County has requested to meet and discuss the City's Fire/Rescue contract. Currently, Orange County pays 2 mills for Fire/Rescue in unincorporated. Edgewood residents are paying 1.9, meaning the City is receiving a discount.
- Reported on meeting with Progress Energy representatives, they will provide an overlay of the city as it relates to dark spots in the City. Council then can address and decide out to fix it. Council Member Powell said this occurred two years ago. Mayor also ask the Engineer about the wattage of bulbs.
- Reported that the City has two alarm systems in City Hall and he will be terminating the City Hall side.
- Ask Council if there are any areas near the city they would like to "look" at for annexation, and look at a map overlay, draw boundaries and have a plan and perhaps square off the city. He suggested an estimate of costs from Planner Hardgrove for these services.

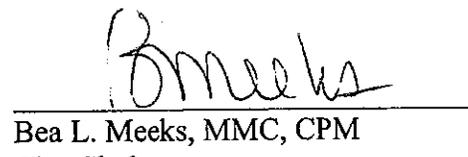
Council President Beardslee ask Council Members to put together an outline for the whole newsletter, for next three editions. Council Member Bozeman said he will get his articles completed.

Mayor Bagshaw reported to Council that he had received information from EDC and the need to market the City better.

Having no further business, *on the Motion of Council Member Powell, with Second by Council Member Dowless, the meeting was adjourned at 9:40 p.m.*



Judy Beardslee, Council President



Bea L. Meeks, MMC, CPM  
City Clerk

CITY COUNCIL APPROVED (August 15, 2011 Regular City Council meeting)