

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

On Tuesday, July 19, 2011, the Edgewood City Council held a regular meeting at Edgewood City Hall, 405 Larue Avenue, Edgewood, Florida. Council President Beardslee called the meeting to order at 6:30 p.m. Council Member Dowless gave the invocation followed by the Pledge of Allegiance.

The following attendance is noted:

**Attendees:**

Mayor Bagshaw  
Council President Beardslee  
Council Member Powell  
Council Member Dowless  
Council Member Bozeman (excused himself from meeting at 7:35 p.m.)

**Absent**

Council Member Henley (excused)

**Staff:**

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

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**CONSENT AGENDA**

1. Approve the minutes of:
  - March 15, 2011 Regular Council Meeting
  - March 30, 2011 Special Council Meeting
  - April 7, 2011 Special Council Meeting
  - April 7, 2011 Council Workshop

*Motion by Council Member Dowless to approve the Consent Agenda items, with Second by Council Member Powell; the Motion was approved unanimously (4/0).*

**PRESENTATIONS**

1. Commendation Award – Officer Chris Meade

Chief Marcus presented a commendation award to Officer Chris Meade for an arrest he made, and subsequent investigation that revealed the suspect had attempted to enter six separate warehouses.

**Holland & Reilly – Report regarding “Engagement to Perform Advisory Services – October 2009 – December 2010**

CPA, Tom Reilly gave a slide show presentation relevant to his firm's review of the internal processes, and internal cash control. The review was done due to concerns regarding previous staff, and to determine any strengths and weaknesses in procedures.

In response to Council Member Powell, Mr. Reilly explained the second dollar fund, noting that the guidelines are under Florida Statute and it is not the first dollar the City receives.

Mr. Reilly said several observations were made, which led to their recommendations.

- Noted that an accounting manual needs to be in place, particularly because of the transition in staff.
- Noted two software packages in use by three accounting systems. Mr. Reilly confirmed for Council Member Dowless that in his discussions with Scott Zane, he learned that there is a back-up system for the accounting software.

Council President Beardslee noted that she and Mayor Bagshaw have been in discussion with Mr. Reilly throughout the process, and have begun taking steps to make changes based on discussion and recommendation from Mr. Reilly. She noted that the accounting will be moved to Peachtree software, meaning only one accounting software in place.

- Mr. Reilly noted that if accounting is brought in-house, there has to be someone else on staff that can step in. He said it is not unusual to have an outside accounting firm and not necessarily for the purpose of writing checks.

Council Member Dowless questioned security of backup files, and Chief Marcus explained the process. Chief Marcus also explained security measures for purposes of an emergency.

- Mr. Reilly said that when he began going through records in City Hall, they were very incomplete however, when he went to the Police Department the records were there.

In response to Mr. Reilly's concerns regarding payroll Council President Beardslee said that she and Mayor Bagshaw are addressing the concerns.

- Mr. Reilly emphasized the need to avoid paying sales tax, as evident by receipts.

Council President Beardslee noted that the City is close to changing the bank depository. She said that the City is working towards dual controls. She said there will be one account with five sub-accounts.

Mr. Reilly and Chief Marcus had a discussion regarding the difference in fund and account. Mr. Reilly noted that there is a difference in the terms account and fund.

Council President Beardslee reminded Council about the 2009 Charter change that put into place new financial processes. Mr. Reilly said that under GASB #54, which soon comes into effect and may cause the need to re-address those Charter changes.

Mr. Reilly explained how the names of funds change under GASB #54, in particular, committed funds.

***7:35 p.m. Council Member Bozeman excused himself from meeting.***

Council Member Powell asked how much money has the review saved the City. Council President Beardslee noted efficiency and accountability. She explained how the installation of new software is going to save the City money plus provide the historical data in-house.

Council President Beardslee thanked Mr. Riley and his firm for everything they did and for the information. Mr. Reilly said he will send a final copy of his report to the City.

## **PUBLIC HEARINGS (ORDINANCES – SECOND READINGS & RELATED ACTION)**

None.

## **UNFINISHED BUSINESS**

### **1. GATSO Agreement (Red Light Camera)**

Chief Marcus provided an additional portion (final recommendation) to the report provided with the agenda packet. He noted the recommendations are included in the information. He presented a video that was taken during the traffic study. The video showed an auto accident that occurred when a car ran the red light. Council President Beardslee questioned approving the cameras due to a local municipality that turned down the cameras.

Mark Budard reported on the study and how it was done and reported the findings to the Chief.

In response to Mayor Bagshaw, Chief Marcus said if the City ever annexed at Orange and Hoffner, this would become a viable intersection. Chief Marcus said that Holden and Orange was not recommended. Council Member Powell asked about “rolling right” at the light, and Chief Marcus said the cameras will be for a straight-on running of the light, they will not be looking at right turns on red light.

***Motion by Council Member Powell to accept the recommendations after red light running count is performed, with Second by Council Member Dowless; the Motion was approved unanimously (3/0).***

### **2. Review/Consider Replacement of incandescent traffic signal light bulbs**

Chief Marcus reported that the City has a contract with a company for the lights, and that lighting has changed. He said that with the consideration of red light cameras, the LED lights work better with the red light camera. Chief Marcus said he contacted Control Specialists and they gave a quote of \$12,000, however, he got them to come down to \$1800 to convert current incandescent lighting to LED lighting. Chief Marcus confirmed for Council President Beardslee that he has money in his gas budget left from when Belle Isle stopped using the City pump. He requested up to \$1800.00 to make the conversion.

***Motion by Council Member Powell to approve Chief Marcus’ request, with Second by Council Member Dowless.***

Council Member Powell said LED lighting has a longer life, even though they cost more. Chief Marcus said the labor cost to change the lighting is the major expense.

Council President Beardslee ask to amend Council Member Powell’s motion to approve monies from reserve. After brief discussion, Council President Beardslee withdrew her amendment, and in response to

Council President Beardslee, Mayor Bagshaw said the funds should come from the Traffic Maintenance account.

Council Member Powell accepted the amendment for funds to come from the Traffic Maintenance account. *The Motion, with amendment, to approve Chief Marcus request was unanimously approved (3/0).*

*Council President Beardslee called for a brief recess*

3. Newsletter

***Reconvene***

Council President Beardslee asked for a rewrite on Code Enforcement and Planning & Zoning. She noted that the budget message per Charter was on the City's website. She said the final draft of the Newsletter will be prepared by the Mayor, with her assistance. Council Member Powell wanted the history of Edgewood in the newsletter and referred to one that City Clerk Meeks gave him. Council President Beardslee said she has the article that she wrote a couple of years ago; Council Member Powell said "go with that". Mayor Bagshaw said that some of the articles will go individually on the City's website.

4. Review/Consider Final Revisions to Personnel Policies

Council President Beardslee noted that Council can have the first reading of approval, or wait until the August Council meeting with notice.

***Motion by Council President Beardslee to table review and consideration of Personnel Policy, with Second by Council Member Powell.***

City Attorney Smith said if there are questions to talk to him.

**NEW BUSINESS**

1. Set tentative millage rate for Fiscal Year 2011/2012 for operating purposes and set date for public hearing on proposed budget for Fiscal Year 2011/2012. (Recommended date: September 6, 2011)

Council President Beardslee deferred to Mayor Bagshaw, who stated his position is that the proposed millage rate be 4.512. He said that he and Council President Beardslee have talked about this and feel the millage will be lower. Council President Beardslee said historically Council has proposed the highest rate, and she feels that the proposed rate is not much lower but the dollar disparity will be different depending on the value of residents' home. In response to Council Member Dowless, Mayor Bagshaw said the number is based on not having all the numbers in. Additionally, the current millage barely covers the police department. Mayor Bagshaw confirmed for Council Member Dowless that the City already has the County's Fire & Rescue agreement; it just needs to be returned to the County. City Attorney Smith confirmed that the Mayor did not have to read the budget message into the record.

***Motion by Council President Beardslee to set the tentative millage rate at 4.512. Dies for lack of a second.***

*Motion by Council President Beardslee to set the tentative millage rate at 4.700, with Second by Council Member Powell. Passed unanimously 3/0.*

*Motion by Council Member Dowless to approve September 6, 2011 as the first public hearing for proposed budget, with Second by Council President Beardslee. Unanimously approved 3/0.*

Resident Regina Dunay ask what the millage was set at last year. She said she didn't think the rate proposed will get a reaction. Ms. Dunay ask what is the shortfall, and Council President Beardslee said when she and Mayor Bagshaw reviewed millage rates, it appeared the City was at 4.200 without all the numbers needed. Ms. Dunay noted the amount of millage that goes towards the City's fire assessment paid to the County.

It was confirmed that City Attorney Smith does not have to attend the budget workshops.

Resident Brian Leahy asked how former Mayor Teague continued to say the City can do things and the millage set was set lower. Council President Beardslee said it is best not to answer. Council Member Powell said some of those extra funds came from Progress Energy, who had not paid the City franchise fees for years. Council Member Powell said Council President Beardslee didn't agree with the millage set last year.

#### **GENERAL INFORMATION (No action required)**

None.

#### **CITIZEN COMMENTS**

None.

#### **BOARDS & COMMITTEES**

None.

#### **STAFF REPORTS**

1. Police Chief
  - Second Quarter Police Activity Report

Chief Marcus said overall things are good. He said there have been more traffic tickets and more accidents, but other areas were low. He reported one significant incident regarding a robbery with a gun. He also noted another significant incident that resulted in a red code call. He said three new reserve officers will be sworn in next week.

2. City Clerk

- Reported that Cinnamon Wild began her employment with the City July 5, 2011, as the Administrative Assistant
- Reported on invitation to participate Relay For Life meetings and upcoming event.

**A. MAYOR & COUNCIL REPORTS**

**B.**

Council Member Powell said he talked to Jerry Reynolds regarding Forestall and the need to clean out weeds in the area.

Council Member Dowless thanked City Clerk Meeks for the agenda and the numbering. City Clerk Meeks accepted compliment however noted that Cinnamon put the agenda together. He recommended checking the flooding deluged areas after rain, and Chief Marcus said his officers checked. Council Member Dowless also noted that he would like to be part of the Comp Plan committee.

Mayor Bagshaw reported on Sun Rail and noted that quiet zones are of concern. He said that Engineer Miller said he attended these meetings in the past, but Council agreed he didn't need to attend. Mayor Bagshaw said Holden and Gatlin on the list for improvements; Council Member Powell said the City has the last plan. Mayor Bagshaw noted that he has a meeting with Orange County Mayors on June 24, 2011 to discuss districting. He also noted a meeting he has scheduled with Chris Testerman, Orange County. He reported that he continues to work on the tree issues.

City Attorney Smith said Mayor Bagshaw talked to him about putting together a brief "so now that you are Mayor" information packet tailored to the City of Edgewood. He said he will be working with City Clerk Meeks some, and with Council. Mayor Bagshaw said that he would like to come up with a master list of contacts.

Council President Beardslee reminded Council that they previously approved \$2000 for Roxanna Sigler to temporarily assist in City Hall, and requested Council approve allocating additional monies.

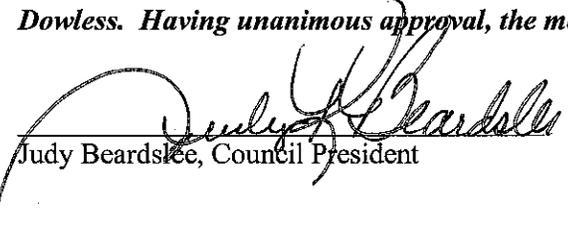
***Council President Beardslee made the Motion to authorize up to \$1500.00 for the part-time position in City Hall, with Second by Council Member Dowless. The Motion was unanimously approved 3/0.***

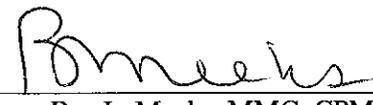
Council President Beardslee said that a budget amendment will be considered at the next Council meeting. The amendment will be based on the financial statements through June.

Council President Beardslee asked City Clerk Meeks to send email to Council Members to confirm their calendars include August 4, 2011 Growth Management Workshop, along with TRIM calendar. Lastly, Council President Beardslee questioned repairs on Stratemyer, and ask if Council should budget or wait for Sun Rail. Council Member Powell said he would look at it "tomorrow". Mayor Bagshaw said he is going to budget for this because of the annexation; and said we still don't know if the City is obligated. Council President Beardslee said she and Mayor Bagshaw talked about putting together an insurance review committee with a designee from City Hall and the police department, along with her and the Mayor. City Attorney Smith noted that this is done under sunshine; Council President said it will be noticed.

**ADJOURNMENT**

*Council President Beardslee made the Motion to adjourn the meeting, with Second by Council Member Dowless. Having unanimous approval, the meeting adjourned at 9:41 p.m.*

  
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Judy Beardslee, Council President

  
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Bea L. Meeks, MMC, CPM  
City Clerk

CITY COUNCIL APPROVED      3-20-2012