

Ray Bagshaw  
Mayor

Michael Hendrix  
Council Member

Pam Henley  
Council Member

John Dowless  
Council President

Neil Powell  
Council Member

Dan Drummond  
Council Member

**CITY COUNCIL AGENDA**  
**Regular Meeting**  
City Hall – Council Chamber  
405 Larue Avenue, Edgewood, Florida  
Tuesday, August 18, 2015  
6:30 p.m.

**WELCOME!** We are very glad you have joined us for today's Council meeting. If you are not on the agenda, please complete an appearance form and hand it to the City Clerk. When you are recognized, state your name and address. The Council is pleased to hear relevant comments; however a five-minute limit has been set by Council. Large groups are asked to name a spokesperson. Robert's Rules of Order guide the conduct of the meeting. PLEASE SILENCE ALL CELLULAR PHONES AND PAGERS DURING THE MEETING. "THANK YOU" for participating in your City Government.

**A. CALL TO ORDER**

**B. INVOCATION**

**C. PLEDGE OF ALLEGIANCE**

**D. CONSENT AGENDA**

1. Review and Approval of Minutes

- (Pgs 1 - 8) July 21, 2015 Regular City Council Meeting Minutes
- (Pgs 9 - 15) August 3, 2015 City Council Budget Workshop Minutes

*(Items on the consent agenda are defined as routine in nature, therefore, do not warrant detailed discussion or individual action by the Council. Any member of the Council may remove any item from the consent agenda simply by verbal request prior to consideration of the consent agenda. The removed item(s) are moved to the end of New Business for discussion and consideration.)*

**E. PRESENTATIONS**

Mayoral Proclamation – Constitution Week 2015

**F. ORDINANCES**

None.

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

**H. NEW BUSINESS**

**I. UNFINISHED BUSINESS**

**J. GENERAL INFORMATION (No action required)**

**K. CITIZEN COMMENTS**

**L. BOARDS & COMMITTEES**

**M. STAFF REPORTS**

*City Attorney*

*Police Chief*

Monthly report

*City Clerk:*

**N. MAYOR & COUNCIL REPORTS**

*Mayor Bagshaw*

*Council President Dowless*

*Council Member Powell*

*Council Member Henley*

*Council Member Drummond*

*Council Member Hendrix*

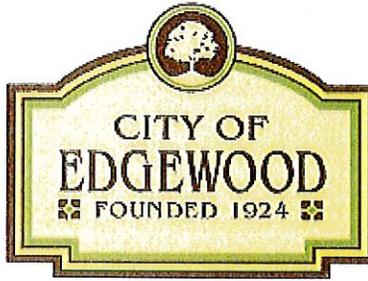
**O. ADJOURNMENT**

**UPCOMING MEETINGS:**

September 21, 2015.....City Council Special Meeting (6:30 p.m.)

October 20, 2015.....Regular City Council Meeting (6:30 p.m.)

You are welcome to attend and express your opinion. Please be advised that Section 286.0105, Florida Statutes state that if you decide to appeal a decision made with respect to any matter, you will need a record of the proceedings and may need to ensure that a verbatim record is made. In accordance with the American Disabilities Act (ADA), if any person with a disability as defined by the ADA needs special accommodation to participate in this proceeding, he or she should telephone the City Clerk at (407) 851-2920.



**CITY COUNCIL REGULAR MEETING MINUTES**  
**Tuesday, July 21, 2015**

**CALL TO ORDER**

Council President Dowless opened the regular City Council meeting at 6:30 p.m. The invocation was given by Council Member Powell followed by the Pledge of Allegiance led by Administrative Assistant Sandy Repp.

The following attendance is noted:

**CITY COUNCIL MEMBERS**

Ray Bagshaw, Mayor  
Dan Drummond, Council President Pro Tem  
Neil Powell, D.D.S., Council Member  
Mike Hendrix, Council Member  
Pam Henley, Council Member

**ABSENT**

John Dowless, Council President

**STAFF**

Bea Meeks, City Clerk  
Chris Francisco, Police Chief  
Drew Smith, City Attorney  
Ellen Hardgrove, City Planner  
Sam Sebaali, City Engineer  
Administrative Assistant Sandy Repp  
Interim Detective Chris Meade  
Code Enforcement Officer Debbie Cabales

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City Clerk Meeks announced with the exception of Council President Dowless, all Council Members were present. She requested that Council President Dowless be excused from the meeting.

***Council Member Powell made the Motion to excuse Council President Dowless from the meeting; Seconded by Council Member Hendrix. Unanimously approved (4/0).***

With no objections from Council Members, Council President Pro Tem Drummond changed the order of the meeting to consider Jeff and Hayley Baker’s Variance Request:

Planner Hardgrove gave her report explaining each request for approval. She explained the conditions requested by the Planning & Zoning Board as follows:

- 1) Variance in Section 134-483 to allow a detached garage and a tennis/basketball court, both viewed as accessory structures, in front of the proposed house.

Condition 1: There shall be no lighting of the tennis/basketball court. Any requests in the future for lighting will not be approved unless an amendment to this variance for such is granted by City Council after review by the Planning & Zoning Board.

Condition 2: Applicant shall install and maintain an opaque vegetation buffer that screens the chain link fence on the west side of the tennis court. The buffer shall run parallel to the fence to be installed along the property line. Plant material used to satisfy this condition must meet or exceed "Florida No. 1," to be at least 6 feet in height at planting and spaced no more than 30 inches apart at planting. A permanent underground central irrigation system providing 100 percent coverage of all landscape/buffer areas is required.

- 2) Variance in Section 134-517 to allow the construction of a fence or wall greater than 4 feet in height in front of the building line: requested 6 feet in height.

Condition 1: If a security gate is to be used, the gate shall be setback at least 20 feet from the edge of Jessamine Lane pavement to prevent blocking other vehicles use of Jessamine Lane.

Condition 2: The fence shall not exceed 6 feet in height and shall be similar in architectural style as the fence on the neighboring property, including the use of stone columns along the front property line. Stone columns shall not exceed 7 feet 4 inches in height.

Condition 3: Subject to site plan approval to ensure there is no impairment of sight lines in relationship to the right-of-way.

City Attorney Smith explained that Council can approve the Planning & Zoning Board’s recommendations. He further explained if Council denies or changes the recommendation, the matter will go to another hearing. Mayor Bagshaw noted that there were no neighbors from Jessamine Lane in attendance; stating the assumption could be that they are well satisfied with the recommendations of the Planning & Zoning Board.

6:40 p.m. Council Member Henley joined the meeting.

***Council Member Powell made the Motion to accept all recommendations of the Planning & Zoning Board; Seconded by Council Member Hendrix. Unanimously approved (4/0).***

## PRESENTATIONS

Council President Pro Tem Drummond recognized Representative Mike Miller, District 47, who provided a legislative update. Mayor Bagshaw said he appreciates Rep. Miller attending the Council meeting, and for providing a legislative update. Mayor Bagshaw asked Rep. Miller to take back to Tallahassee the fact that when the State saves money in their budget it affects municipal budgets.

## CONSENT AGENDA

1. Review and Approval of Minutes
  - a. June 16, 2015 Regular City Council Meeting
  - b. March 31, 2015 Edgewood City Council/Planning & Zoning Board Workshop Corrected Minutes

***Council Member Henley made the Motion to approve the June 16, 2015 Regular City Council Meeting minutes, and the March 31, 2015 Edgewood City Council/Planning & Zoning Board Workshop Corrected minutes; Seconded by Council Member Hendrix.***

- c. Crowder Gulf – Contract for Disaster Recovery & Debris Removal

Council Member Powell gave a brief history of what led to the City signing an Agreement with Crowder Gulf. Mayor Bagshaw noted that Crowder Gulf is an approved FEMA contractor. Mayor Bagshaw confirmed for Council Member Henley that there are no monies paid unless the City uses the service and then you pay by the load.

***Council Member Powell made the Motion to approve the Crowder-Gulf contract; Seconded by Council Member Henley. Unanimously approved (4/0).***

Council President Pro Tem Drummond asked that the renewal language be reviewed.

- d. Designate Mayor Bagshaw as voting delegate at the 89<sup>th</sup> Annual Florida League of Cities Conference

***Council Member Powell made the Motion to approve Mayor Bagshaw as the voting delegate for the City at the 89<sup>th</sup> Annual Florida League of Cities Conference; Seconded by Council Member Hendrix. Unanimously approved (4/0).***

**ORDINANCES**

None.

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

1. **ORDINANCE 2015-05** - AN ORDINANCE OF THE CITY OF EDGEWOOD, FLORIDA FORMALLY RENAMING MAIN STREET (AKA MAGNOLIA STREET) AS MAGNOLIA STREET PROVIDING FOR CONFLICTS, PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

City Attorney Smith gave the second and final reading of Ordinance of 2015-05

***Council Member Powell made the Motion to approve Ordinance 2015-05; Seconded by Council Member Hendrix.***

Council President Pro Tem Drummond opened for public hearing. There being no questions, or comments, the public hearing was closed.

*The Motion passed with the following roll-call vote (4/0):*

<i>Council Member Hendrix</i>	<i>Favor</i>
<i>Council President Pro Tem Drummond</i>	<i>Favor</i>
<i>Council Member Powell</i>	<i>Favor</i>
<i>Council Member Henley</i>	<i>Favor</i>

Council President Pro Tem Drummond changed the order of the agenda to allow consideration of Susan Fortini’s application for a boat dock variance.

Engineer Sebaali provided a report on the variance application for a boat dock by resident Susan Fortini. Engineer Sebaali provided a brief history of the existing boat dock that he said still exceeds the setbacks. He said since his initial recommendation, there was a letter of no objection from the neighbor on the west side of the Fortini property however, there was an objections from east side neighbor. The east side neighbor now has no objection. He said the Planning & Zoning Board recommended approval. Engineer Sebaali said that now that there is no objection from the adjacent property owner to the east, and the Planning & Zoning Board recommended approval, this changes his recommendation. Engineer Sebaali said that Ms. Fortini has met all the criteria for the variance, and with the one concern he had, now that the neighbor to the east of Ms. Fortini’s property agrees, he has no objections to the approval.

***Council Member Powell made the Motion to approve Susan Fortini’s application for a Variance; Seconded by Council Member Hendrix. Unanimously approved (4/0).***

**NEW BUSINESS**

## 1. FY 15/16 Tentative Millage Rate

Council President Pro Tem Drummond said that the current millage rate is 4.7000 however the City is not back at the 2008 level. He said if Council adopts a 4.7000 millage rate, it would be a 6.5% increase to the City. He said even though the millage is not changed, the tax on the resident is greater. He said he talked with the Mayor regarding any major changes in the Police Department and/or City Hall. He said there was discussion to set aside money for designated items, i.e. roads. Mayor Bagshaw said there will be increases in the Police Department.

Mayor Bagshaw gave a history of the City's ad valorem from 2007 forward. He said that over the years, the City has lost 1.8 million in taxes because of decreased value in property and a former Mayor decreased the millage rate. The Mayor said in the budget workshops, there will be further explanation of what the City has been doing since 2011, i.e. road improvement on Mandalay, new roof on City Hall with 25- year longevity. He said the City is still in good financial position but he doesn't want to deplete these funds. He said the City should maintain their reserve. Resident Bob Olsen said that the presentation that Mayor Bagshaw gave was a very good explanation of TRIM and that it should be put in a letter to the residents so that they understand.

Council Member Henley said it should be at a higher millage. Council Member Powell suggested 5.2 mills. Mayor Bagshaw said he is amenable to Council Member Powell's suggested millage rate.

In response to Council Member Hendrix, Mayor Bagshaw said that he doesn't rely on red light revenues.

In response to Council Member Hendrix, Council President Pro Tem Drummond said a City Manager cannot be added because it is not in the Charter. Mayor Bagshaw said that in forecasting, the City will need to add \$80,000-\$100,000 in salaries for administrative fees.

Council President Pro Tem Drummond said that 5.2 mills translate to a 17.8% increase. He said he can live with that.

***Council Member Hendrix made the following Motion:***

I move to set the City of Edgewood's tentative millage rate for Fiscal Year 2015/2016 at 5.5000 mills.

***Seconded by Council Member Henley.***

Council President Pro Tem Drummond asked for any further discussion.

Residents Les Slesnick asked what the median household income is in Edgewood. Mayor Bagshaw said the income is high enough that the City cannot obtain grants. Mayor Bagshaw provided a brief explanation noting the City is in the top five in Central Florida for median income. Resident Ella Slesnick said she wished more of her neighbors would attend Council meetings and learn what it takes to run a City.

**Having no further discussion, the Motion was unanimously approved (4/0)**

*Council Member Henley made the following Motion:*

*I move to schedule the first public hearing on the City of Edgewood's Fiscal Year 2015/2016 tentative budget and millage rate, at a Special Council Meeting on Tuesday, September 8, 2015, at 6:30 p.m.*

*Seconded by Council Member Powell. Unanimously approved (4/0).*

**UNFINISHED BUSINESS**

None.

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

None.

**CITIZEN COMMENTS**

None.

**BOARDS & COMMITTEES**

1. Planning & Zoning Board recommendations for the following:
  - a. VARIANCE(S) APPLICATION FOR SUSAN FORTINI AT 5125 THE OAKS CIRCLE. (APPLICATION VAR#2015-02)
  - b. (Pgs. 135 -158) VARIANCE(S) APPLICATION FOR JEFF & HAYLEY BAKER AT 5566 JESSAMINE LANE. (APPLICATION VAR#2015-01)

The order of these agenda items were moved to the beginning of the meeting.

**STAFF REPORTS**

*City Attorney*

- Supreme Court of the United States RE: Reed et al. v. Town of Gilbert, Arizona et al.

City Attorney Smith said that the Supreme Court case provided to Council will be evolving over the next several years. He said that he has addressed changes in the draft sign code based on the opinion of the Supreme Court ruling.

***Police Chief***

Monthly report

Chief Francisco noted prior to his PowerPoint presentation that there was a 42% case clearance rate at the end of the year. He said the per capita rate of law enforcement in the city is about the same as that of the tri-county area. Chief Francisco said the crime rate is lower than the tri-county area except for the City of Windermere. He noted some budgetary constraints that resulted from the State's budget.

***City Clerk:***

City Clerk Meeks provided the following report information:

- Acknowledge Administrative Assistant Sandy Repp's attendance and noted that Sandy's attendance is part of her cross training.
- Confirmed Ordinance 2015-01 naming the Mayor Raymond A Bagshaw Park was recorded.

**MAYOR & COUNCIL REPORTS**

***Mayor Bagshaw:***

No Report

***Council President Dowless:***

Not in attendance.

***Council Member Powell:***

Council Member Powell suggested that the City hold another shredding event. Mayor Bagshaw confirmed that the City has held one shredding event this year.

***Council Member Henley:***

No report.

***Council Member Drummond:***

No report.

***Council Member Hendrix:***

Council Member Hendrix confirmed that due to a work conference, he will not be able to attend the August 12, 2015 budget workshop.

**ADJOURNMENT**

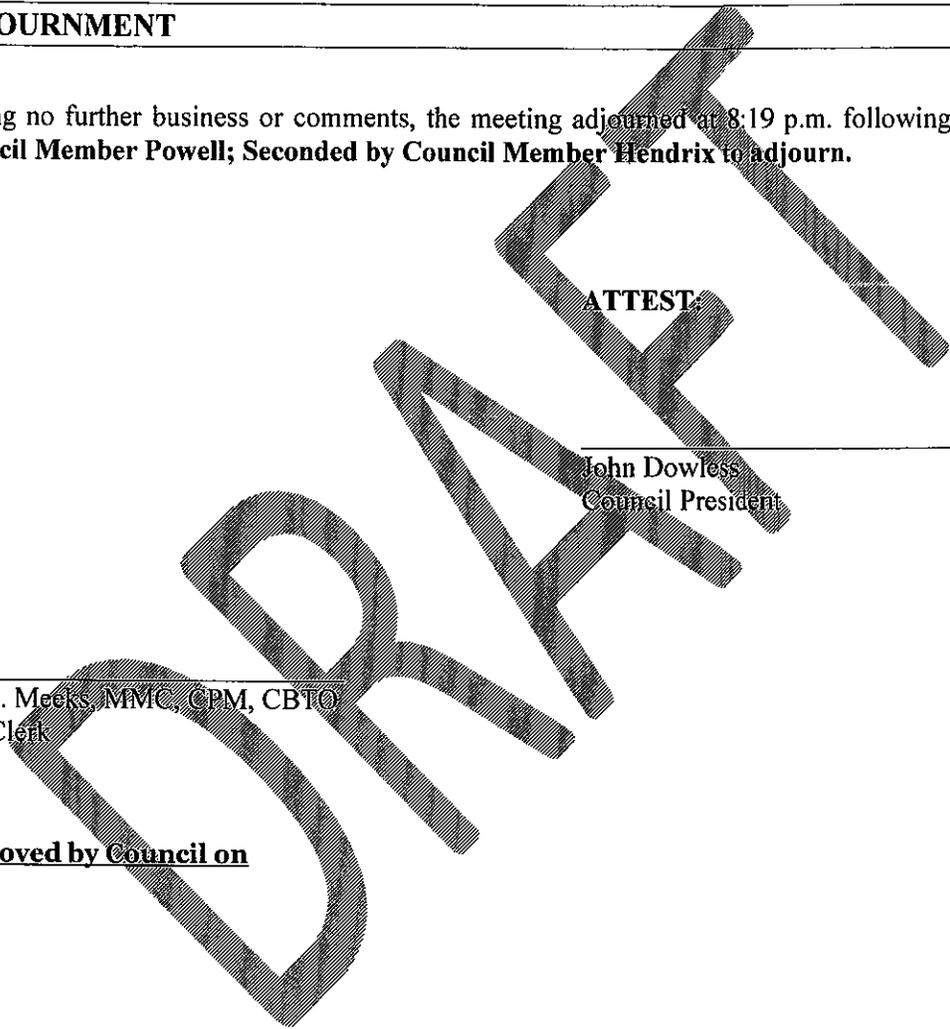
Having no further business or comments, the meeting adjourned at 8:19 p.m. following the Motion of Council Member Powell; Seconded by Council Member Hendrix to adjourn.

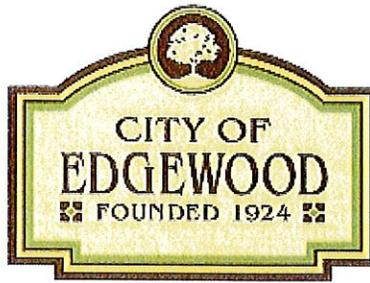
**ATTEST:**

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John Dowless  
Council President

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Bea L. Meeks, MMC, CPM, CBTO  
City Clerk

**Approved by Council on**





## CITY COUNCIL BUDGET WORKSHOP MINUTES

Monday August 3, 2015

### CALL TO ORDER

Council President Dowless opened the workshop meeting at 9:15 a.m.

The following attendance is noted by City Clerk Meeks:

#### **Attendees:**

Ray Bagshaw, Mayor  
John Dowless, Council President  
Mike Hendrix, Council Member  
Neil Powell, DDS, Council Member  
Pam Henley, Council Member (Teleconference)

#### **Absent:**

Dan Drummond, Council Member (family emergency)

#### **Staff:**

Bea L. Meeks, City Clerk  
Chris Francisco, Chief  
Shannon Patterson, Police Clerk/Accreditation

#### **Other Attendees:**

Bonnie Bagshaw  
Bob Olsen  
Lee Chotas  
Janie Drummond

Council President Dowless reminded everyone to not mention names but only positions as they discuss the draft budget. Council President Dowless referred to Mayor Bagshaw to begin the budget discussion.

Mayor Bagshaw said before he gave his comments on the budget, he wanted Chief Francisco to bring Council up-to-date regarding a robbery that occurred at an Edgewood business on Sunday.

**BUDGET:**

Mayor Bagshaw explained the Projected Change in Cash Position of City of Edgewood 2015/2016 worksheet that was provided to Council. The Mayor said that Council may want to establish a minimum reserve because there is not a minimum requirement; only a maximum requirement. The Mayor said the budget has been prepared with no red light revenues or expenses in the draft budget. The Mayor noted that the transfer from money market will change based on the approved millage rate. Mayor Bagshaw referred to the history of millage rates and comparison of revenues, and summarized the loss of revenues the City incurred because of the decrease in the millage rate over the years and decreased value in homes. Mayor Bagshaw provided a spreadsheet to show the comparison of the City's police department to other Orange County municipalities' police departments. Chief Francisco explained what some of the other Orange County municipalities are doing to help retain their staff. Mayor Bagshaw referred Council to the following statement provided in their packets:

*"The major difference between the cities compared is the large transient population due to our commercial/industrial districts. We also are the only city that has to patrol a major FDOT or County road with the traffic volume we have."*

**POLICE DEPARTMENT**

Council President Dowless noted there is a \$108,000 increase salary difference in the police department from the 14/15 FY budget, and the salary difference in City Hall is a \$6,000 increase.

Mayor Bagshaw said the draft budget will show increases in the police department for computers, holiday pay, the addition of one patrol car, the addition of one police officer in the current fiscal year, increase in the City's contribution for the Florida State Retirement System (FRS), building renovation, Court time and accreditation. Chief Francisco explained the officers' holiday pay according to the City's agreement with the officers (CBA). In response to Council Member Henley, Chief Francisco said there are twelve paid holidays. Council Member Henley said she would like for the reserve pay to be shown separate from full-time officers on the

budget. Chief said that both of the Police Clerks' salary is increased based on Council agreeing last year to give half of the proposed increase in 14/15, and the other half in the FY 15/16 budget.

Council Member Henley reminded Council that the part-time police clerk was hired to help with finger printing. Subsequently, the position became full-time because of red light cameras. She said now the police department is proposing another part-time position to handle the finger printing. Council Member Henley said she feels the police department needs to restructure their services. Chief Francisco said he is willing to do whatever Council wants but the convenience and the revenues exceed what is expended.

In response to Council President Dowless, the Mayor said the City provides a "fit for duty" physical. City Clerk Meeks was asked to find out from the City Attorney why the City has to pay for a fit for duty physical when employees are provided insurance, and would there be any liability to the City if the fit for duty reports are provided to the City.

In response to Council President Dowless, Chief Francisco explained accreditation and the liability that can be associated with non-accreditation.

Mayor Bagshaw explained that he requested that the F-150 truck be sold, which will help reduce some of the costs for the purchase of a new police vehicle. Chief Francisco said he may still have issues with vehicles, even with the approval of another vehicle. The Chief said he planned on the purchase of two cars a year to maintain a rotation of vehicles. He said the number 58 car will cost \$2200 to repair so it will not be fixed. The Mayor said the purchase of cars needs to be spread out so that the City can get into a proper rotation. He recommended expending the \$2200 to repair the pool car to help get into a rotation. In response to Council Member Henley, Mayor Bagshaw said that there were mechanical reviews done on some cars however; there is no guarantee that they will make it through the next year. **Resident Bob Olsen said that he thought the 24/7 use of patrol cars does not compare to the normal use of a car. Mr. Olsen said he wanted to bring that to Council's attention because of the capital outlay shown in the budget.**

Council President Dowless noted that Information Technology is separated out from the previous budget. Mayor Bagshaw pointed out the City's IT person is very good at responding remotely to IT problems.

<b>CITY HALL</b>
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Council Member Henley said she has a concern with the salaries in City Hall. Council President Dowless asked the Mayor to summarize City Hall's budget.

Mayor Bagshaw notes the following:

- Change due to the addition of dependent coverage for one employee. He also updated Council on the proposed Obama overtime law that looks favorable to pass. The Mayor said that the Administrative Assistant position is currently an exempt position. He said based on the law, for the Administrative Assistant to remain as an exempt employee, the salary would have to be \$50,440. He said the alternative is to put additional monies in the budget for overtime in City Hall. He said overtime would be for assistance with the farmer's market and special events, HOA meetings and other meetings held in the Council Chamber that are scheduled by residents, Planning & Zoning meetings, and meeting coverage for the City Clerk when she is on vacation, sick or other reasons. He reminded Council that the goal is for the Administrative Assistant to be promoted to Assistant City Clerk.
- He explained that donations are in a separate line item in the draft budget.
- Separated Information Technology

Council discussed options for the Administrative Assistant's time. Council Member Henley suggested the Administrative Assistant not work on Friday. City Clerk Meeks explained that over-time is paid in the payroll period that over-time is worked and if the Administrative Assistant does not work overtime during a pay period, then they are getting a free day off. Staff was asked to provide a payroll summary for the next budget workshop.

Mayor Bagshaw confirmed for Council Member Henley that the \$20,000 in capital outlay is for carpeting and lighting in City Hall. He said he is waiting on quotes.

Mayor Bagshaw noted that Council Member Hendrix has expressed an interest in having a full-time accounting person. The Mayor said having a full time accounting person will eliminate the contract with McDermitt and the part time position in City Hall. Council Member Hendrix explained his reasons for wanting a full-time accounting person. At the conclusion of the discussion, Mayor Bagshaw said he will provide a comparison for hiring a full-time accountant versus continuing services with McDermitt.

Council Member Henley said that if a person is hired to handle the City's accounting, they need to know governmental accounting. She said that she feels Council needs to agree on the requirements of the job, the costs associated with the position and compare to the current costs as a contractual service. Council President Dowless said that McDermitt did not do what they were supposed to in preparing the budget. The Mayor said that McDermitt cannot do the

budget process. He said they can put it together but they cannot estimate the revenues and other items necessary to put the budget together.

Council President provided the following summary:

- (1) There are concerns regarding increase in pay vs. incremental increase.
- (2) Request to provide payroll summary in the next budget workshop.
- (3) Consider hiring in-house accounting; asking is it in realm of the budget.
- (4) Agree on a millage rate
- (5) Mayor Bagshaw will provide a budget forecast.

Mayor Bagshaw said the funds committed for the quiet zones are in an account on hold waiting for the installation of the quiet zones. The Mayor said he will "pull" the Capital Improvement Plan.

Mayor Bagshaw confirmed for Council Member Powell that he separate out donations to show designation. He said some of the donations come from sponsorships for the City's special events.

<b>MILLAGE RATE:</b>
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Council President Dowless asked for a copy of reoccurring expenses. Mayor Bagshaw said this will be provided.

Mayor Bagshaw said if you look at the budget without red light camera revenues and with red light revenues, you can see the difference (68% vs. 74% reserve). He said \$175,000 to \$190,000 in red light revenues can be added, which will affect the reserve and the amount of money to transfer from money market. Mayor Bagshaw again asked Council Members what the minimum reserve amount should be.

***Resident Lee Chotas complimented the Mayor and staff for the time put into the budget, in particular with the details provided. He asked how close the actual budget versus carry-over is. The Mayor said there will be a carry-over. Resident Chotas thanked the Mayor and Council President Dowless for their outreach through Tri-County and Metro Plan, which he said is beneficial to the City.***

Council Member Henley and Council President Dowless said they are comfortable with the 68% as a minimum in reserve.

Mayor Bagshaw said that Council might want to consider setting a 5.2000 millage rate. He told Council that it is because “we do not know if the value of houses will be sustainable, or decrease”.

Council President Dowless provided the following summary of requests and considerations:

- (1) Provide list of “big” salary increases.
- (2) Reduce days of service for red light camera and fingerprinting.
- (3) Need response from City Attorney regarding fit for duty physical.
- (4) Further review of staffing changes and scheduling.
- (5) Provide payroll summaries with redacted names.
- (6) Review having in-house accounting staff versus contracted accounting.
- (7) Agree on millage rate.
- (8) Separate reserve police officer's salary from full-time officer's salary.

City Clerk Meeks confirmed that the next workshop is August 12, 2015 at 6:30 p.m.

**ADJOURNMENT:**

Having no further comments or discussion, the budget workshop adjourned at 11:52 a.m.

**ATTEST:**

\_\_\_\_\_  
John Dowless  
Council President

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Bea L. Meeks, MMC, CPM, CBTO  
City Clerk

DRAFT