



**CITY COUNCIL REGULAR MEETING**  
City Hall – Council Chamber  
405 Bagshaw Way, Edgewood, Florida  
Tuesday, May 20, 2025 at 6:30 PM

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**MINUTES**

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**A. CALL TO ORDER, INVOCATION, & PLEDGE OF ALLEGIANCE**

Council President Horn called the meeting to order at 6:30 pm. He asked for a moment of silence and then led the Pledge of Allegiance.

**B. ROLL CALL & DETERMINATION OF QUORUM**

City Clerk Riffle confirmed there was a quorum and that Councilmember Lomas requested to be excused as she could not attend.

*Councilmember Rader made a motion to excuse Councilmember Lomas' absence; seconded by Councilmember McElroy. The motion was approved by voice vote (4/0).*

**Elected Officials in Attendance:**

John Dowless, Mayor  
Richard A. Horn, Council President  
Chris Rader, Council President Pro-Tem  
Casey McElroy, Councilmember  
Beth Steele, Councilmember

**Absent:**

Susan Lomas, Councilmember

**Staff in Attendance:**

Sandra Riffle, City Clerk  
Dean DeSchryver, Police Chief  
Miguel Garcia, Deputy Police Chief  
Stacey Salemi, Code Enforcement Officer  
Scott Zane, Police Officer  
Ellen Hardgrove, City Planner  
Drew Smith, City Attorney

**C. PRESENTATIONS AND PROCLAMATIONS**

**1. Edgewood Police Department Employee Presentation**

Chief DeSchryver recognized Officer Scott Zane for 25 years of dedicated service to the City of Edgewood. Amongst his Officer responsibilities, he oversees the grant approval process and IT management duties. He was the 2023 Officer of the Year.

**2. Fiscal Year 2023-24 Financial Audit**

**2023/2024 Financial Audit Presentation**

David Knowlton, Partner with Carr, Riggs and Ingram, LLC (CRI), presented the 2023/2024 Financial Audit to the City Council. He stated that CRI was presenting the independent auditor's report of the City's financial documents. He confirmed it was an unmodified, clean report, which is the best opinion an auditor can provide.

Mr. Knowlton noted that the Management Discussion and Analysis (MD&A), authored by Clerk Riffle and Mayor Dowless, serves as a summary of the activities that comprise the financial statements.

He reported a positive change in net position, with assets increasing by approximately \$300,000 from the previous year. The majority of the increase in liabilities was primarily due to a rise in pension liability, over which the City has no control.

Mr. Knowlton reviewed detailed notes on all funds, including capital assets, which encompassed buildings and infrastructure.

He identified a key area for improvement: accrual accuracy, specifically concerning receivables from FCC Environmental Services. Their frequent delinquencies directly lead to errors in accruals. Other suggested improvements included: conducting a review of census data prior to Florida Retirement System (FRS) submittal, reviewing and segregating duties, including verifying Business Tax Receipt (BTR) invoices, recording capital outlay, particularly for leased vehicles, and reporting pass-through fees as both revenues and expenses.

Mr. Knowlton then reviewed Required Communications, outlining both CRI's and the City's responsibilities. His review included sensitive estimates for depreciation of capital assets, net pension liability, and Other Post-Employment Benefits (OPEB).

He noted an error on page 23: the unassigned fund balances should be \$3,805,181 rather than \$5,214,054. This does not impact the total fund balances amount.

Councilmember Rader pointed out a notable increase in OPEB liability between 2022 and 2024, with the most substantial change occurring last year. Mr. Knowlton explained this may be due to a change in State Statutes, which now permits retired and other city employees leaving the City to continue with the City's health insurance. He believes it is a demographic data shift and will follow up with Councilmember Rader once he has confirmed the data. Mr. Knowlton also reminded the Council that OPEB is an implicit liability, representing expected future payouts rather than traditional debt.

Mr. Knowlton confirmed to Councilmember McElroy that FCC Environmental Waste Services does not pay in a timely manner, and he is unaware of any other providers that do this. He suggested obtaining an estimate of expected revenue and entering it into the system as such.

In response to Council President Horn's question about whether it would be better to invoice them, Mr. Knowlton stated that the City would not know the amount to invoice. Council President Horn then inquired about proactive actions.

City Clerk Riffle stated she would examine the contract for due dates and any penalties for late payments. She will also request the customer list from FCC to confirm that the City is being properly billed.

*Councilmember Rader made a motion to approve the 2023/2024 Fiscal Year audit report with the amendment including the \$1.4 million change between assign and unassigned; seconded by Councilmember Steele. The motion was approved by roll call vote (4/0).*

Councilmember Steele	Favor
Councilmember McElroy	Favor
Councilmember Rader	Favor
Council President Horn	Favor
Councilmember Lomas	Absent

#### **D. CONSENT AGENDA**

1. April 15, 2025 City Council Meeting Minutes

*Councilmember Rader made a motion to approve the April 15, 2025 City Council minutes as presented; seconded by Councilmember McElroy. The motion was approved by voice vote (4/0).*

#### **E. ORDINANCES (FIRST READING)**

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

#### **G. UNFINISHED BUSINESS**

#### **H. NEW BUSINESS**

1. **Resolution 2025-01: 2nd Quarter Budget Amendment**

Attorney Smith read Resolution 2025-01 in title only.

City Clerk Riffle explained each of the exhibits attached to Resolution 2025-01 regarding the proposed second quarter budget amendments.

*Councilmember Rader made a motion to approve Resolution 2025-01; seconded by Councilmember Steele. The motion was approved by roll call vote (4/0).*

2. **FY 2025-2026 TRIM Calendar**

City Clerk Riffle presented the proposed TRIM calendar and made revisions to some of the proposed dates and times. She said that she would send calendar invitations to the Mayor and each Councilmember with the changes.

3. **Discussion - Police Department Roof**

Chief DeSchryver showed photos of the Police Department roof to the Council showing significant puddling. A roofing company came out to inspect the roof and reported that there



were no obvious defects, but it needed to be replaced. Councilmember Rader said that he preferred to see this repair in next year's budget rather than the current fiscal year.

Mayor Dowless directed Chief DeSchryver to get bids and Attorney Smith said that depending on the value it may require a Request for Proposal (RFP)

The consensus of the Council was to put the roof repair on next year's budget.

## **I. GENERAL INFORMATION**

## **J. CITIZEN COMMENTS**

Note: While the business for 5195 Magnolia Street was withdrawn from the current agenda, several citizens came to speak about the project.

Tito Galdamez, an Edgewood resident, spoke as an opponent to the 5195 Magnolia Street proposal. He was concerned about crime and privacy of the residents.

Tina Demostene, an Edgewood resident, asked if the public can speak on the agenda item as it is an opportunity to speak about the issues to the applicant. Attorney Smith said the applicant was still present so there would be no ex parte communication, but the item was tabled to date certain.

Ms. Demostene said she would like to ask about the right-of-way (ROW) dedication. She said there is a ROW vacation, and she doesn't think a full vacation is necessary. She said the City may consider angled parking and can put the obligation on the developer.

Joanna Materna said she is looking for a new location for her business and began looking in Edgewood. She said she has an issue with the Code for off-street parking. They noticed the listed gross area compared to the living space. She said that an awning on a building would be considered as gross space. The difference between the two would amount to six to seven parking spaces. She asked that the Council consider counting only living space when calculating parking spaces.

Planner Hardgrove spoke about the premise for the proposed parking lot and explained that some properties were developed before City zoning and parking requirements were established. When a new use is proposed in an existing building, the minimum parking standards are required to be met, which can be problematic for reuse. She gave an example of a warehouse that was built in the 1950's but could not be converted to a retail use because there is not enough parking available. Consequently, the older buildings are not being leased.

She then went on to explain other issues with the current parking regulations. For example, the question as to whether a building's total gross square footage or living area as reported by the Orange County Property Appraiser's website should be used to calculate parking. If the canopy of the building is included, more parking is necessary.

Councilmember Rader noted that a canopy can matter if it is being used. Planner Harddgrove said that overhangs that are being used for outdoor dining already include that calculation. She wanted to know how it would be interpreted for a retail use.

Attorney Smith suggested a change in code and could add the information to the proposed ordinance.

Ms. Materna said it is difficult to consider moving a business to Edgewood with the existing code.

John Pantaleon, an Edgewood resident, spoke as an opponent to the proposed parking lot at 5195 Magnolia and said that he would like the Council to consider the safety of the citizens. He was an HOA president in Edgewood for ten years and is concerned about overdevelopment.

Chris Pantaleon, an Edgewood resident, said he sympathizes with the applicant and understands that they require additional parking, but he does not support converting the R-1 zone to R-3.

Councilmember Rader stated that he had read the staff report for the proposed variance, and understood the applicant was open to discussion on the proposed plans. He would like to hear them when the project comes back in July.

## **K. BOARDS & COMMITTEES**

### **1. Variance 2025-01: 5225 Alleman Dr. - Fence**

Planner Hardgrove stated that the applicant is requesting a height variance for a fence along the front property line at 5225 Alleman Drive. Code limits the height to four feet within the front setback of the property. The total proposed height of the combined brick base and fence will not exceed eight feet.

She explained that the applicant's original request that went to Planning & Zoning was to install fence inserts at the same height as the existing columns, which would be 4.5 feet high inserts on top of the existing 2 feet high wall. During that meeting, the applicant changed the request to eight feet plus a couple of inches for the finials, which is what P&Z approved.

The applicant, Marnie McCree and her contractor, Cindy McCree Bonine, addressed the Council. Ms. McCree explained that it would cost her \$2,500 to cut the fence to fit the earlier request of 7.5 feet. She said she needs the increased height for security, explaining that individuals can get over the existing pony wall and through the hedges. She has a restraining order against someone for jumping the wall.

In response to Council President Horn, she stated there are no objections from anyone in the neighborhood.

Councilmember Rader stated he does not support procedural variances and noted that applicants must meet six criteria for variance approval. He said the fence there are no other eight-foot-high fences on the street. Ms. McCree responded that there is one down the street.



Councilmember Rader expressed concern that the variance would set a precedent and that a fence does not necessarily need to be eight feet high for security purposes.

Ms. McCree responded that anyone could climb over the pony wall. She stated she pays \$18,000 in property taxes and feels her rights as a property owner are being infringed upon.

Attorney Smith reminded the Council that they are not required to follow the Planning and Zoning Board's recommendation.

Councilmember Rader asserted there is a uniform process, and he applies the code consistently.

Ms. McCree confirmed to Council President Horn that she purchased the panels prior to getting approval to install.

Cindy McCree Bonine, the contractor, stated she purchased the property with the columns and the pony wall already in place. She said there are different fences along the street, and the proposed fence will blend in.

Ms. McCree emphasized that Alleman Drive is not a main thoroughfare. She added that the pony wall would provide an intruder with leverage to get over a 7 feet high fence.

Ms. Bonine stated the fence meets the original intent of the existing wall; to install fence inserts. It blends in, is not solid, and adds to the aesthetic.

Councilmember McElroy stated he does not have a problem with approval.

Council President Horn expressed more concern that the applicant pre-purchased the fence.

Attorney Smith clarified that there are two purposes for the requested variance: the first is for safety, and the financial cost is secondary.

Councilmember Rader noted that the 4-foot maximum height rule was in place when the house was purchased.

Planner Hardgrove confirmed to Mayor Dowless that the code does distinguish between the type of fence used or its aesthetic appeal.

Ms. Bonine said she applied for the height because she prefers better security, and it is a very dark area.

### **Public Comment**

Tina Demostene, an Edgewood resident, said that you can see through the fence, which makes it easier to support the variance request. She noted there was no description of the fence in the public notice.

Attorney Smith said the letter did not state the extent of the variance; thus, if the Council wanted to support the 8-foot-high fence, there was no violation in notice to the public.

***Councilmember McElroy made a motion to approve Variance 2025-01, to install a fence in the front yard with a maximum height of eight feet, with P&Z's recommended conditions:***

- ***The fence shall be constructed as submitted with the renderings presented by the applicant at the hearing on 5/12/2025.***
- ***The maximum height of the scalloped gate shall be 85" as measured from grade, with the allowance of 2-inch-high finials.***

***Councilmember Steele seconded the motion, which was approved by roll call vote (3/1) with Councilmember Rader voting against.***

Councilmember Rader	Deny
Councilmember Steele	Favor
Councilmember McElroy	Favor
Council President Horn	Favor
Councilmember Lomas	Absent

2. **Ordinance 2025-04: Rezoning 5195 Magnolia St.**
3. **Special Exception 2025-01: Parking Lot 5195 Magnolia St**
4. **Variance 2025-04:**

NOTE: Council President Horn moved Ordinance 2025-04, Special Exception 2025-01, and Variance 2025-04 to the top of the agenda.

Council President Horn stated the applicant requested a continuance of 30 to 60 days. The applicant confirmed they are requesting 60 days. City Clerk Riffle confirmed that date to be Tuesday, July 15, 2025.

Attorney Smith read Ordinance 2025-04 by title only.

Councilmember Steele submitted Form 8B: Memorandum of Voting Conflict and explained she leases the building next to the property.

***Councilmember Radar made a motion for the continuation of Ordinance 2025-04, Special Exception 2025-01, and Variance 2025-04 to Tuesday, July 15, 2025, at 6:30 pm. Seconded by Councilmember McElroy. The motion was approved by a roll-call vote (three in favor and one abstention).***

Councilmember Rader	Favor
Councilmember Steele	Abstained
Councilmember McElroy	Favor
Council President Horn	Favor
Councilmember Lomas	Absent

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**L. STAFF REPORTS****City Attorney Smith**

- **Proposed Ordinance re: Parking Challenges and Code Modifications:** Attorney Smith reported on his collaboration with Planner Hardgrove to address the City's parking challenges. They discussed the possibility of relaxing parking regulations on a case-by-case basis, noting that the proposed ordinance is for discussion purposes only.

Planner Hardgrove explained that current use permit applicants must meet parking requirements. Under the proposed change, City Council could approve up to a 25% reduction in required parking if certain criteria are met, including: Proximity to public transportation, shared parking arrangements, and mixed-use developments.

She noted that the planning community has gone in the direction of making parking requirements more market-driven, particularly to allow businesses to move into existing buildings that don't have sufficient parking, allowing the business to decide how much parking they need citing the example of the cafe that was proposed on Lake Gatlin Drive. The current Code would require a variance to be approved, but meeting the 6 criteria for variance approval is often difficult. The reduction in parking needs to be balanced with the public safety concerns and impact on adjacent neighborhoods.

Input from Council was requested on whether to pursue modifications to the parking code.

**Parking Ordinance Discussion:**

Council President Horn emphasized that applicants or current property owners should demonstrate an understanding of traffic patterns and their parking needs. He provided an example of a warehouse that operated by appointment and required minimal parking. He stressed the owner's risk but underscored the desire to prevent commercial parking from spilling onto residential streets.

Planner Hardgrove observed that some personal services are currently required to have excessive parking spaces. She and Administrative Manager Sollazzo analyzed various scenarios and concluded that one parking space per 300 square feet is often sufficient where the current Code requires one space per 100 square feet.

Councilmember Steele suggested a case-by-case review, acknowledging that while business owners may initially know their parking needs, they might grow and require more spaces.

Councilmember Rader asserted that parking requirements exist to protect both residents and commercial neighbors, and to prevent businesses from failing. He also noted that some buildings, originally industrial, now have different uses, and accommodating adaptive reuse could potentially impede redevelopment.

Planner Hardgrove reiterated that the Code's requirement can deter desired users.



Mayor Dowless expressed concern about the onerous procedures for off-property parking agreements. Attorney Smith confirmed that the proposed ordinance addresses this issue.

Planner Hardgrove mentioned that the off-property parking code has not been utilized.

Attorney Smith proposed a multi-layered approach: making some accommodation for adaptive reuse while maintaining more stringent requirements for new development. He also discussed waivers in lieu of parking variances, where developers could present evidence demonstrating how their parking plan would work. Criteria for approval or denial would remain crucial.

Attorney Smith suggested that when formulating criteria, the proximity to non-residential street parking should be considered to identify areas where parking relaxation might be feasible. He noted that downtown Orlando has no parking requirements for adaptive reuse.

Council President Horn countered that downtown Orlando has ample parking garages and on-street parking, which Edgewood lacks.

Tina Demostene, an Edgewood resident, stated that creating parking zones is a time-consuming task. She believed that for viable projects, parking should be considered case by case, and that Council did not need to answer all questions in advance; applicants should present their information, as every situation is unique.

Planner Hardgrove agreed with the case-by-case approach but stressed the need for boundaries, and Councilmember Rader added the importance of measurability.

Joann Materna, a member of the public, commented that living space can differ significantly from what the Orange County Property Appraiser (OCPA) lists for gross area.

Mayor Dowless noted that Deeper Fellowship expressed interest in using the former Coq Au Vin parking and grass area.

Planner Hardgrove clarified that only churches are permitted to park on grass. Attorney Smith added that while Deeper Fellowship can use grass parking, the restriction on grass parking for other uses makes it difficult to find.

### **Fireworks Ordinance**

Attorney Smith inquired if Mayor Dowless had an update on Orange County's fireworks ordinance. He explained that Orange County added language that would apply to municipalities without conflicting permits. Under this ordinance, fireworks operators must be licensed, and fireworks are only permitted on New Year's Eve, Independence Day, and Christmas Day. The ordinance essentially refers to anything beyond sparklers.

He stated that the ordinance was initially intended for unincorporated Orange County, but they have since reached out to municipalities for inclusion.

Councilmember Rader suggested there should be some flexibility around the dates.

In response to Mayor Dowless, Attorney Smith said he would inquire if this would affect community events, but believed that if an event included a licensed professional, it would likely meet the code.

- **Senate Bill (SB) 180 Regarding Emergencies**

Attorney Smith reported on SB 180 concerning Emergencies, noting language in the House Bill (HB) that is not present in the Senate Bill. SB 180 focuses on resiliency and rebuilding after storms. The HB prohibits local government from changing code for a period of time after a storm.

New language, which the Florida League of Cities (FLC) opposed, was added stating that code cannot be made more stringent for 12 months if the area was within 100 miles of a hurricane.

**Commercial Vehicles and Temporary Banners**

**Commercial Vehicles:** In response to Mayor Dowless, Attorney Smith confirmed there is no regulation of commercial vehicles in residential driveways, but they may not park in the right-of-way (ROW).

**Temporary Banners:** Mayor Dowless inquired about permitting temporary banners on buildings far from the road. Attorney Smith stated that the code would need to be amended to permit signage on a fence.

Councilmember Rader stated he disagrees with changing the code for a single business. Attorney Smith responded that he would not recommend a waiver process; instead, the focus would be on buildings built far from the ROW.

**Police Chief DeSchryver**

1. **Chief's Report April 2025**

Chief DeSchryver stated that the number of traffic stops has decreased over the last three years. However, in the last couple of days, the department conducted 70 stops and issued over 90 tickets. Residents have expressed gratitude for the officers' presence.

Chief DeSchryver explained that Edgewood has been accepted into the ICE task force model, which will require training. There is no cost or obligation to the City for participating in this initiative. In response to Councilmember McElroy, he clarified that the training is conducted virtually and takes place while officers are on duty.

Council President Horn inquired about the sale of the Dodge Charger. The Chief explained that bids did not meet the reserve price. Deputy Chief Garcia added that there was still time, and they will re-list the vehicle with a lower reserve if the current one is not met.

Chief DeSchryver discussed fingerprint duties, explaining the difference between live scan and the Agency for Health Care Administration (ACHA) services. ACHA requires a photo, and if the department wishes to continue servicing ACHA, a \$1,000 upgrade will be necessary. He asked if they should raise fingerprinting fees, noting that most people pay \$100-\$150 for this service with a background check. The department currently charges \$25 for a print and \$35 for ACHA; residents are charged \$5. He is considering raising the rate for ACHA to \$44 and extending fingerprinting hours during the week. There was a consensus for a resolution to increase the fee.

Chief DeSchryver described the Career Development program and stated he would send a document to the Council. He would like a Councilmember to participate on the committee.

Both Chief DeSchryver and Deputy Chief Garcia will attend the Florida Police Chiefs Meeting in Miami.

#### **City Clerk Riffle**

1. Clerk's Report 4/12 through 5/16

City Clerk Riffle gave a brief review of her written report.

She discussed sidewalk repair that revealed the old City Hall septic tank was not properly abandoned, causing the sidewalk to crack as the ground settled over the decades. She is gathering quotes to resolve the problem and complete the sidewalk work.

She reported that the Orange/Holden/Gatlin Avenue traffic lights have been malfunctioning. City Hall Staff have communicated with the Florida Department of Transportation (FDOT), which maintains the signals. FDOT is working to resolve the issues and restore normal traffic flow.

The Requests for Proposals (RFPs) for storm debris services were published, and proposals will be due by June 09, 2025.

Brett will now submit a monthly report, attached to the binder for checks to be signed, listing all Automated Clearing House (ACH) transactions. This list can be reviewed by Councilmembers prior to each Council meeting as part of their check approval process.

#### **M. MAYOR AND CITY COUNCIL REPORTS**

##### **Mayor Dowless**

Mayor Dowless reported driving through the City with Code Enforcement Officer Salemi, gaining insight into her observations and report writing process.



**Council Member Lomas** - Absent

**Council Member McElroy** – No report

**Council Member Rader** – No report

**Council Member Steele** – No report

**Council President Horn** – No report

**N. ADJOURNMENT**

The meeting was adjourned at 9:22 pm.

A handwritten signature in black ink, appearing to read "Richard A. Horn", written over a horizontal line.

Richard A. Horn, Council President

Attest:

A handwritten signature in dark ink, appearing to read "Sandra Riffle", written over a horizontal line.

Sandra Riffle, City Clerk