



## CITY COUNCIL REGULAR MEETING

City Hall – Council Chamber  
405 Bagshaw Way, Edgewood, Florida  
Tuesday, April 15, 2025 at 6:30 PM

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### AGENDA

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**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 (5) 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, INVOCATION, & PLEDGE OF ALLEGIANCE**

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

**C. PRESENTATIONS AND PROCLAMATIONS**

1. 2024 Officer of the Year Award

**D. CONSENT AGENDA**

*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.*

1. March 18, 2025 City Council Meeting Minutes

**E. ORDINANCES (FIRST READING)**

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

**G. UNFINISHED BUSINESS**

**H. NEW BUSINESS**

1. Decommission of Vehicle #64 2014 Dodge Charger
2. Review of Consultant Contracts

**I. GENERAL INFORMATION**

**J. CITIZEN COMMENTS**

**K. BOARDS & COMMITTEES**

**L. STAFF REPORTS**

City Attorney Smith

Police Chief DeSchryver

1. Chief's Report March 2025

City Clerk Riffle

1. Clerk's Report 3-17 thru 4-11

**M. MAYOR AND CITY COUNCIL REPORTS**

Mayor Dowless

Council Member Lomas

Council Member McElroy

Council Member Rader

Council Member Steele

Council President Horn

**N. ADJOURNMENT****UPCOMING MEETINGS**

Monday, May 12, 2025.....Planning & Zoning Meeting 6:30PM

Tuesday, May 20, 2025.....City Council Meeting 6:30PM

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**Meeting Records Request**

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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.

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**Americans with Disabilities Act**

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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**.

# **CALL TO ORDER, INVOCATION, & PLEDGE OF ALLEGIANCE**

# **ROLL CALL & DETERMINATION OF QUORUM**

# **PRESENTATIONS & PROCLAMATIONS**

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**Edgewood Police Officer of the Year for 2024**

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**From** Dean DeSchryver <ddeschryver@edgewood-fl.gov>

**Date** Wed 2/19/2025 10:58 AM

**To** EPD All <EPD-All@edgewood-fl.gov>

As the Chief of the Edgewood Police Department, I am proud to announce Police Officer First Class Chris Meade as the department's 2024 Officer of the Year.

Officer Meade has been with the Edgewood Police Department for over 20 years. During this time he has honed his skills as an instructor in many disciplines and currently serves as the department's lead in-service training instructor and field training officer program coordinator.

During 2024, Officer Meade oversaw the training of three new police officers as they progressed through the field training program. He personally served as a Field Training Officer to two of the three officers. He meticulously maintains the training records of all 14 sworn officers to ensure they are trained to the highest standards and maintain their state certification. He routinely seeks out new and innovative training techniques and opportunities.

Officer Meade handled several mental health calls while working at a church located in the city. Officer Meade worked to partner the church with Central Florida Behavioral Hospital to establish a program that can help those in need of professional mental health services without having to involve the police. One interaction with a person experiencing a mental health crisis led to Officer Meade earning an Award of Commendation.

As the lead firearms instructor, Officer Meade altered the department's firearms training to adapt to new firearm qualification standards set forth by the Florida Department of Law Enforcement. While other agencies saw an uptick in officers failing to qualify under the new standards, our agency officers improved and all officers qualified under the new tougher standards.

Officer Meade serves on the Awards Committee and Policy Review Committee. Officer Meade currently holds instructor certifications in firearms, general subjects, CPR, TASER, chemical agents, reality-based training, SIMS marking cartridges, and DART (firearm simulation training system). He is also a certified armorer of Glock firearms and department patrol rifles.

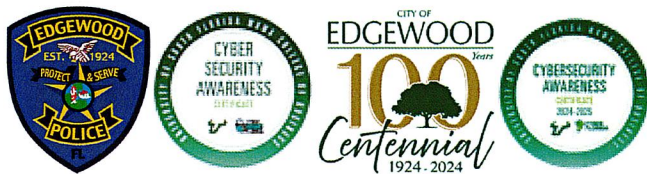
Officer Meade serves as the department's union representative and holds a Board of Director's position with the West Central Florida Police Benevolent Association.

Officer Meade accomplished these feats while serving as a full-time patrol officer. Officer Meade serves the City with Excellence, Professionalism, and Dignity. I am proud to award him with the department's 2024 Officer of the Year Award.

Chris will be presented with the Officer of the Year Award at the March 18 City Council Meeting starting at 6:30 p.m. All members of the department are encouraged to attend the presentation.

Dean A. DeSchryver  
Chief of Police

Edgewood Police Department  
5565 S. Orange Avenue  
Edgewood, FL 32809  
Office: 407.851.2820 ext. 4103  
Email: ddeschryver@edgewood-fl.gov



**EDGEWOOD POLICE DEPARTMENT**  
5565 S. ORANGE AVENUE  
EDGEWOOD, FLORIDA 32809

Dean DeSchryver  
Chief of Police

Police Department 407.851.2820  
City Hall 407.851.2920  
Emergency 911

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*Interoffice Memorandum*

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Date: February 7, 2025

To: Dean DeSchryver  
Chief of Police

Via: Chain of Command

From: Sgt. Mike Fraticelli  
A – Rotation Supervisor

Re: Officer Of the Year

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Please consider this memo my nomination for OFC Chris Meade for Officer of the Year. In the past year, Chris has remained active in his designated patrol duty and has taken the initiative in many other ways. He successfully coordinated field training officers and new officers in 2024 within the field training program. He meticulously maintains the training files for every officer in the agency.

Chris observed a need for mental health assistance at a local church, where he had several calls for service while working off-duty. He facilitated the communication between the Deeper Fellowship Church and Central Florida Behavioral. The church now has a way to help persons in need with professional mental health services .

The Florida Department of Law Enforcement changed the original standard for firearms training. Chris foresaw possible issues with the new training due to years of training on the previous course. He adjusted the training and held officers to a more demanding standard than the state requirement. When it came time to qualify, every officer passed with no issues.

In addition, under the direction of the Chief, Chris has researched new firearms, red dot sight systems, and holsters to obtain up-to-date equipment. He assisted in deciding which firearm and red dot sight were best for the agency.

MF/mf



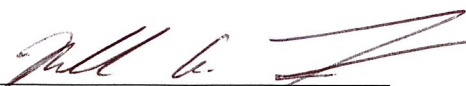
**ENDORSEMENT/COMMENT:**

APPROVED  
RECOMMENDED

☒

NOT APPROVED  
NOT RECOMMENDED

☐☐

  
Michael Fraticelli  
A Rotation Supervisor

2/7/25

Date

APPROVED  
RECOMMENDED

☒

NOT APPROVED  
NOT RECOMMENDED

☐☐

  
Miguel Garcia  
Deputy Chief of Police

2/19/25

Date

OFFICER FIRST CLASS MEADE IS AN  
EXCELLENT CHOICE FOR OFFICER OF THE  
YEAR.

APPROVED  
RECOMMENDED

☒

NOT APPROVED  
NOT RECOMMENDED

☐☐

  
Dean A. DeSchryver  
Chief of Police

2/19/25  
Date

PLEASE ARRANGE FOR A  
PRESENTATION AT THE MARSH  
CITY COUNCIL.  
CONGRATULATIONS CHRIS!

# **CONSENT**

# **AGENDA**



## CITY COUNCIL MEETING

City Hall – Council Chamber  
405 Bagshaw Way, Edgewood, Florida  
Tuesday, March 18, 2025 at 6:30 PM

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### DRAFT 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

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

City Clerk Riffle confirmed a quorum with Mayor Dowless and all Councilmembers present.

##### Elected Officials Present:

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

##### Staff Present:

Sandra Riffle, City Clerk  
Dean DeSchryver, Police Chief  
Miguel Garcia, Deputy Chief of Police  
Stacey Salemi, Code Enforcement Officer

#### C. ORGANIZATIONAL MEETING

##### 1. Administer Oath of Office

City Clerk Riffle administered the Oath of Office to Mayor Dowless and Councilmember Horn.

##### 2. Election of Council President and Pro-Tem

***Councilmember Rader made a motion to elect Councilmember Horn as Council President; seconded by Councilmember Lomas. The motion was approved by voice vote (5/0).***

***Councilmember Lomas made a motion to elect Councilmember Rader as Council President ProTem, seconded by Councilmember Steele. The motion was approved by voice vote (5/0).***

##### 3. Councilmember Responsibility Designations

Councilmember assignments were designated as follows:

- |                                |                        |
|--------------------------------|------------------------|
| • Finance                      | Councilmember McElroy  |
| • Code Compliance              | Council President Horn |
| • HAINC Liaison                | Councilmember Steele   |
| • Cypress Grove Liaison        | Councilmember Steele   |
| • Land Development/Master Plan | Councilmember Rader    |
| • Public Works                 | Councilmember Lomas    |

- MetroPlan John Dowless
- Police Department John Dowless
- City Hall John Dowless
- Contract Staff John Dowless

***Councilmember Rader made a motion to approve the recommended Councilmember assignments, seconded by Councilmember Steele. The motion was approved by voice vote (5/0).***

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

##### **1. February 18, 2025 City Council Meeting Minutes**

Councilmember Rader requested a change to page six to read. "Attorney Smith responded to Councilmember Rader and said it is permissible to add a similar and compatible use without a public hearing process outside of public notice, but it would be heard at a publicly noticed Council meeting. If approved, it would be added to the list of allowed uses."

Mayor Dowless requested a change to the last paragraph on page 6 to read, "Mayor Dowless noted that this is not a heavy industrial use. He visited similar properties and saw a variety of businesses and vehicles, not just large trucks, and many professionals in suits. He asked Ms. Wilson to elaborate on hours and uses for those properties."

***Councilmember Lomas made a motion to approve the minutes with corrections, seconded by Councilmember Rader. The motion was approved by voice vote (5/0).***

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

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

##### **1. Ordinance 2025-03 - TECO Franchise Fee Agreement**

Attorney Smith read Ordinance 2025-03 in title only.

There were no changes since the first reading. There was no public comment.

***Councilmember Rader made a motion to approve Ordinance 2025-03 in title only; seconded by Councilmember Lomas. The motion was approved by roll call vote (5/0).***

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

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

**H. NEW BUSINESS****1. Planning and Zoning Board Appointment**

Mayor Dowless recommended Angie Sharp to fill the seat on the Planning and Zoning Board that K. Charles Phillips will soon vacate. Mayor Dowless said that Ms. Sharp is a 10-year resident of Edgewood and has volunteered her time in the City.

Ms. Sharp addressed the City Council, stating that she was born and raised in the Orlando area and is a professional accountant. Councilmember Rader thanked her for volunteering her time, and Councilmember Steele expressed excitement about her joining the P&Z Board.

***Council President Horn made a motion to appoint Angie Sharp to the Planning and Zoning Board; seconded by Councilmember Steele. The motion was approved by voice vote (5/0).***

City Clerk Riffle administered the Oath of Office to Angie Sharp.

**2. MOU - Taskforce Model to assist Immigration and Custom Enforcement**

Note: This item was moved from the Consent Agenda to New Business.

The purpose of this MOA is to establish the terms and conditions under which selected Law Enforcement Agency personnel will be approved and trained by ICE to perform certain functions of an immigration officer. The MOU is endorsed by Florida Police Chiefs.

In response to Councilmember Lomas, Attorney Smith clarified that cities are responsible for their own staff and costs. Chief DeSchryver noted to Councilmember McElroy that the duration of the training is not specified in the document.

There was no public comment.

***Councilmember Steele made a motion to approve the MOU as presented; seconded by Councilmember Lomas. The motion was approved by voice vote (5/0).***

**I. GENERAL INFORMATION****J. CITIZEN COMMENTS** – There were no citizen comments.**K. BOARDS & COMMITTEES****L. STAFF REPORTS****City Attorney Smith**

Attorney Smith said the time frame for an appeal for the EPOC Ordinances 2025-01 (comprehensive plan) is 30 days for the State and 2025-02 (rezoning) is 30 days with the City from the date of signing.

Attorney Smith said Bell Rentals is not yet prepared to present an agreement.

### **Police Chief DeSchryver**

#### **1. Chief's Report February 2025**

- Chief DeSchryver said that this year they have received two grants, including a \$10,000 JAG grant.
- Haymee Watkins is back from maternity leave. Officer White should return from deployment at the end of the fiscal year.
- The accreditation process will commence next month.
- A store in Versailles is performing animal sacrifices, which are legal if performed humanely. Residents have expressed concerns about this. In response to Councilmember Rader, Attorney Smith clarified that the issue pertains to freedom of religion, not zoning regulations.

### **City Clerk Riffle**

#### **1. Clerk's Report 2/17/2025 through 3/14/2025**

- City Clerk Riffle announced that auditors will attend the April City Council Meeting to deliver their presentation.

Regarding the RFPs for Storm Debris Monitoring and Hauling Services, the Council reached a consensus to form a selection committee and present the top three choices to the Council for approval.

Mayor Dowless proposed that the RFP selection committee comprise of someone from EPD, resident Caleb Castro, and himself. The Council raised no objections.

***Councilmember Rader made a motion to accept the Mayor's recommended RFP review committee a a resident, the Mayor and a representative from the Police Department. The motion was approved by voice vote (5/0).***

- City Hall has purchased two new business welcome banners, which have been delivered and will soon be put to use.

City Clerk Riffle explained that street sweeping services for streets within MSTUs are not part of the main County budget, and not all streets within the MSTUs receive these services. The allocation of services is determined by board members, and the extent of services depends on the available budget.

Mayor Dowless expressed his desire to have all streets paying into the MSTU for Conway and Jessamine to receive some level of service. Currently, more streets in the Lake Conway MSTU receive services than in the Lake Jessamine MSTU.

Council President Horn suggested that a city representative regularly attend the Lake Board meetings.

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

- **Mayor Dowless**

Mayor Dowless reported that he and Planner Hardgrove met with Orange County regarding the Holden/Orange/Gatlin Avenue intersection. Two years ago, Orange County commissioners committed to studying an alternative route and proposed a route through Ft. Gatlin Shopping Center by Oak Cove Lane. This route is expensive and does not account for lost business, stormwater management, or other related expenses. The county has agreed to pause the project but acknowledges the persistent nature of the problem. The county believes the costs outweigh the benefits.

Consultants have recommended two actions: creating two turn lanes from Orange to Holden (which would require Holden to have two receiving lanes) and restriping the turn lane leading to the former Le Coq Au Vin to serve as a queue line for traffic turning onto Holden Avenue.

- **Council Member Lomas**

Councilmember Lomas reported that the Orange County CAB's finance and budget committee is currently composed of only two people. She noted that the committee spends more on payroll than any other expense, and over half of a million-dollar grant was spent on eight employees.

- **Council Member McElroy** – no report
- **Council Member Rader**– no report
- **Council Member Steele** – no report
- **Council President Horn**

Council President Horn noted that he attends MetroPlan Transportation System Management & Operations (TSMO) when he can. Councilmember Lomas offered to serve as the backup representative when Council President Horn is unable to attend.

#### **N. ADJOURNMENT**

The meeting was adjourned at 7:17 pm.

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Richard A. Horn, Council President

Attest:

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Sandra Riffle, City Clerk



# **ORDINANCES**

## **(FIRST READING)**

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

# **UNFINISHED BUSINESS**

# **NEW BUSINESS**

## Sandy Riffle

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**From:** Dean DeSchryver  
**Sent:** Thursday, March 27, 2025 1:51 PM  
**To:** Sandy Riffle  
**Subject:** Decommission of Vehicle #63 2014 Dodge Charger

Here are some notes for the Council:

The Edgewood Police Department is in the process of decommissioning Vehicle #63, a 2014 Dodge Charger. The vehicle is titled to the City, has over 115,000 miles, and has become a financial liability.

The vehicle will have useable police equipment removed, have the police markings removed, and then be sent to George Gideon Auctioneers in Zellwood, FL.

We are hoping the vehicle will fetch between \$5k and \$10k at auction.

Dean A. DeSchryver  
Chief of Police

Edgewood Police Department  
5565 S. Orange Avenue  
Edgewood, FL 32809  
Office: 407.851.2820 ext. 4103  
Email: [ddeschryver@edgewood-fl.gov](mailto:ddeschryver@edgewood-fl.gov)





## Memo

**To:** Mayor Dowless, Council President Horn,  
Council Members Rader, Lomas, McElroy, and Steele

**From:** Sandra Riffle, City Clerk

**Date:** April 10, 2025

**Re:** Review of City Contracts

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The Charter, Section 411- Consultants, provides that a review of the following contracts is required:

Consultants for the city shall be appointed by the mayor subject to the confirmation by the council and shall serve at the pleasure of the city council. All consultants shall be appointed on an annual basis. Consultants shall include but not be limited to the following:

- A. **Legal.** Legal consultants shall be an attorney (or firm) who shall provide legal advice to the council, represent the city in legal cases and provide legal services for the city as required.

SERVICE:	<b>Legal – City Attorney</b>
CONSULTANT/FIRM	<b>Drew Smith Shepard, Smith, Kohlmyer &amp; Hand, P.A.</b>
2024/25 BUDGET	\$60,000
FEES/CONTRACT AMOUNT	\$200.00 per hour Exclusive of costs (court costs, filing fees, taxes, recording fees, etc.)
TERMS	Serves at the pleasure of Council; Notice to terminate not required by City; however, SSK&H will give 30-days' notice to terminate

SERVICE:	<b>Legal – Code Enforcement Special Magistrate</b>
CONSULTANT/FIRM	<b>Amelia Ulmer Garganese, Weiss, D'Agresta &amp; Salzman</b>
2024/25 BUDGET	\$5,000
FEES/CONTRACT AMOUNT	\$170.00 hourly
TERMS	Serves at the pleasure of the Council; however, GWD&S will provide no less than 30 days' notice to terminate.

The City has a positive relationship with both Shepard, Smith, Kohlmyer & Hand, P.A. and Garganese, Weiss, D'Agresta & Salzman. We recommend continuing the City's contract with both agencies.

- B. **Engineering**. The engineering consultant (or firm) shall provide such engineering services that the council shall request.

SERVICE:	<b>Engineering</b>
CONSULTANT/FIRM	<b>David Mahler, P.E., Allen Lane, P.E., and Jim Winter, RLA (Primary Engineers) CPH Engineering</b>
2024/25 BUDGET	\$22,600
FEES/CONTRACT AMOUNT	Maximum hourly rate is \$150.00, exclusive of costs
TERMS	3-year contract 9/7/2015 with 2-year automatic renewal. In 2018, the Council agreed to allow renewal automatically. The City can terminate without cause with 30-day written notice.

The relationship between CPH and City Staff has always been positive, but there have been some inconsistent reviews, with some projects receiving approvals that should not have. Engineering staff may possibly be spread too thin over multiple agencies, sometimes using less experienced engineers who may lack familiarity with the City's specific codes and procedures.

To address this issue, Brett will provide the Mayor with detailed documentation outlining the concerns. The Mayor will then meet with CPH to explore possibly restructuring the partnership to establish a more consistent representation from CPH with an engineer dedicated to Edgewood projects. This realignment aims to strengthen communication, ensure code compliance, and enhance overall accountability moving forward.

- C. **Accountant**. An accountant (or firm) shall be retained for annual audits and other related work as deemed necessary by the council.

SERVICE:	<b>Accounting</b> (prepare monthly FS and accounting staff Lindsey Rock prepares the monthly financial statements and assists with annual audits (additional fees for this service)  Beginning FY 2022/2023 City Hall staff transitioned to handle A/R and A/P and the weekly deposit.
CONSULTANT/FIRM	<b>Lindsey Rock and Tammy Campbell McDermitt-Davis</b>
2024/25 BUDGET	\$22,000
FEES/CONTRACT AMOUNT	\$1800 monthly Additional services Billed: Partner \$285 Manager \$175 Bookkeeper \$85.00 (Lindsey)
TERMS	Letter of engagement 2021. Is extended by mutual agreement

The City has a positive relationship with McDirmit-Davis and has experienced reliable communication. Staff recommends continuing with this contract.

SERVICE:	<b>Audit Services</b>
CONSULTANT/FIRM	<b>Yvonne Clayborne, Carr, Riggs &amp; Ingram CPAs and Advisors (CRI)</b>
2024/25 BUDGET	\$27,600
FEES/CONTRACT AMOUNT	Other costs built in, i.e. Local Highway Finance Report, information for the City Clerk
TERMS	Letter of engagement 2022. Is extended by mutual agreement

City Hall and the Police Department have shared concerns with Mayor Dowless regarding the performance of our audit service provider, CRI. This year, the audit process has placed a greater than usual burden on city staff time.

Several key factors have contributed to this:

- **Impact of Staff Turnover:** Turnover within the Police Department, particularly the departure of Shannon Patterson, has disrupted established information channels and increased the time required to gather necessary documentation. Such disruptions led to comments from CRI that City staff was being uncooperative, which was not the case as staff spent more hours on this audit than in years past trying to meet CRI's information requirements. With the redistribution of duties and clarification of each employee's responsibilities, we anticipate a more efficient process during future audits.
- **CRI Auditor Transition:** The assignment of a new principal auditor at CRI has resulted in procedural inefficiencies, including an increase in inquiries and redundant requests for information.
- **Data Retention Deficiencies:** CRI's inconsistent data retention from the prior fiscal year and redundant requests for documentation have complicated the current audit, necessitating additional time to locate and verify information.

#### **Recommendations and Next Steps:**

Following intervention by Mayor Dowless, we have observed a marked improvement in CRI's communication and requests for information as well as the timbre of conversations. Should the recent improvements in CRI's service be sustained throughout the next fiscal year, we recommend maintaining our current working relationship. Conversely, if these improvements are not sustained, we respectfully request that the City Council approve a solicitation process to evaluate alternative audit service providers for the subsequent fiscal year.

D. **Other.** As the circumstances require, the council may retain consultant services from a recognized authority or firm.

SERVICE:	<b>City Planner</b>
CONSULTANT/FIRM	<b>Ellen Hardgrove, AICP</b>
2024/25 BUDGET	\$50,000
FEES/CONTRACT AMOUNT	\$125 hourly
TERMS	By mutual agreement

The City has maintained a very positive relationship with City Planner Ellen Hardgrove. It should be noted that Planner Hardgrove has never increased her billing rate for work with the City.



SERVICE:	<b>Solid Waste Service</b>
CONSULTANT/FIRM	<b>Hector Vega, FCC Environmental Services</b>
2024/25 BUDGET	\$233,643.00
TERMS	The contract ends in September 2026. Upon agreement by both parties, this Agreement may be renewed for up to three additional five-year periods.

Solid Waste Service generally falls outside the scope of this report, but I want to update the Council on staff concerns about FCC Environmental Waste’s financial operations and customer service as some of this affects the annual financial audit.

### Financial Management

- **Delayed Commercial Franchise Fee Payments:** These have occurred on multiple occasions, prompting follow-up by the City’s auditors.
- **Inaccurate Residential Billing:** Due to a lack of a clear system for tracking changes in household counts, monthly invoices have occasionally reflected outdated information. This creates challenges during audit reconciliation.

### Operational & Customer Service Concerns

In addition to financial inconsistencies, staff has noted a few operational areas in need of improvement:

- **Missed or Rejected Pickups:** Yard waste and bulk item pickups are sometimes missed or rejected without proper notification or tagging, leading to confusion and additional calls to City Hall. Clear tagging and public education could easily address this issue.
- **Communication During Service Interruptions:** Instances such as unannounced truck breakdowns leave staff without timely updates to share with residents, impacting transparency and service expectations.
- **Customer Service Responsiveness:** While FCC representatives are generally courteous and helpful, phone response times can be inconsistent. When residents are unable to reach FCC, they often contact City Hall, requiring staff to act as intermediaries.

### Recommendations and Next Steps:

While the City’s relationship with FCC remains constructive overall, staff believes there is room for improvement—particularly in their billing accuracy, communication protocols, and responsiveness to service issues. Strengthening these areas would significantly enhance service quality and reduce strain on City resources.

To rectify these financial shortcomings and ensure audit compliance, we have been informed that Hector Vega will communicate the best approach to managing the monthly home accounts going forward to eliminate future issues.

# **GENERAL INFORMATION**

# **CITIZEN COMMENTS**

# **BOARDS AND COMMITTEES**

# **STAFF REPORTS**

# City Attorney Smith

# Police Chief DeSchryver

**Edgewood Police Department  
City Council Report  
March 2025**

	<b>February</b>	<b>March</b>
<b>Residential Burglaries</b>	0	0
<b>Commercial Burglaries</b>	0	0
<b>Auto Burglaries</b>	1	0
<b>Theft</b>	4	2
<b>Assault/Battery</b>	0	1
<b>Sexual Battery</b>	0	0
<b>Homicides</b>	0	0
<b>Robbery</b>	0	0
<b>Traffic Accident</b>	7	6
<b>Traffic Citations</b>	63	60
<b>Traffic Warnings</b>	54	76
<b>Felony Arrests</b>	1	3
<b>Misdemeanor Arrests</b>	3	0
<b>Warrant Arrests</b>	0	1
<b>Traffic Arrests</b>	1	1
<b>DUI Arrests</b>	0	1
<b>Code Compliance Reports</b>	20	17

**Department Highlights:**

- On March 10<sup>th</sup> the Edgewood Police Department had a visit from the DHMSV conducting an audit the Agency's use, authorization and storage of Uniform Traffic Citations both electronic and paper versions. During the audit, the Agency passed with a 90% compliance rating. During this audit, we learned information about citations that we were unaware of; which included the storage of 6,000 paper citations issued in 2009 that are outdated and rarely used since converting to electronic citations. We have since purged the 6,000 paper citations and have started over with a new form of use, authorization and storage.
- During the week of March 24<sup>th</sup>, Detective Nicolle Crock attended a training in reference to Narcotics; the public use, officer safety, and how to identify use and distribution on a traffic stop.
- During the Month of March Officer Chris Meade and Officer Matthew Barreto attended multiple virtual trainings such as; Terry Stops, Interviews and Interrogations, and How to avoid Cop Burnout.
- Sergeant Michael Fraticelli has been continuing his week a month attendance for Public Safety Leadership Development Certification Program at Valencia's Criminal Justice College.
- Though it did not happen in March, the Edgewood Police Department had its Accreditation audit April 1<sup>st</sup> through April 3<sup>rd</sup>. Being an accredited agency, shows

Reporting Dates: March 1<sup>st</sup> – March 31<sup>st</sup>



Edgewood Police Department  
City Council Report  
March 2025

that the Edgewood Police Department operates at the highest level and complies with many standardized practices within law enforcement including Training, Firearms, Investigations and Evidence/Property retention. At this time, we are being recommended for reaccreditation which qualifies our agency to be excelsior accredited status.

# City Clerk Riffle

## Memo

**To:** Mayor Dowless and City Councilmembers Horn, Rader, Lomas, McElroy, and Steele  
**From:** Sandra Riffle, City Clerk  
**Date:** April 11, 2025  
**Re:** March 17, 2025 to April 11, 2025 City Clerk Report

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### • **Mary Jess Retention Pond – Bush Hogging**

The City recently cleared over 30 years of overgrowth at the Mary Jess retention pond. A dedicated stormwater maintenance GL account will be created to ensure regular upkeep of this and other retention ponds in the future. I reported the improvement to the directors Lake Jessamine Water Board when I attended their meeting last week. They were pleased with the project as Lake Mary Jess eventually flows into The Everglades.

### • **Sidewalk Repairs – Waterwitch Area**

Sidewalk repairs have begun in various locations, with primary work in the Waterwitch area. Oversized trees within the right-of-way have caused infrastructure damage. The City is actively working with the Waterwitch HOA to find a solution that benefits both parties.

### • **Signage Compliance Outreach**

Brett and Ashley contacted businesses regarding non-compliant window signage. The following locations have either come into compliance or are actively working toward it: Quick Stop – 4716 S Orange Ave, Zen Tavern – 5406 Hansel Ave, and EOLA Power – 4718 S Orange Ave.

### • **ACH Online Payments Transition**

To improve efficiency and reduce fraud risk, recurring City payables are being transitioned to ACH payments. This applies only to budgeted, monthly expenses. One-time or unusual payments will still follow traditional check procedures requiring Council signatures. All invoices for ACH payments are reviewed and approved by Clerk Riffle or DC Garcia like normal. Examples include: Duke, OUC, Colonial Life, Legal Shield, Aflac, Nationwide, Spectrum, Summit Broadband, T-Mobile, Verizon, and Toshiba.

### • **FCC Billing Issue Resolved**

Brett worked to resolve a billing issue stemming from an oversight in FCC's billing department, where new homes were not added to the monthly billing cycle despite timely service requests from City Staff. FCC has been asked to ensure their billing system is updated promptly upon receiving these requests and reminded that maintaining accurate billing records is their responsibility, without relying on City Staff to identify discrepancies.

### • **EPOC Development Update**

Construction and landscaping plans for EPOC are under staff review to confirm compliance with the approved site plan and Development Agreement. EPOC is also coordinating with FDOT on median modifications, with approval expected by the end of May.

### • **Bailey's Medical – Final Approval**

Following final inspections by the City's consultants, the new Bailey's Medical facility at 5156 S Orange Ave has received full staff approval. The facility is expected to open soon, pending the issuance of its Certificate of Occupancy from Orange County.

# **MAYOR & CITY COUNCIL REPORTS**

# Mayor Dowless

# Council Member Lomas

# Council Member McElroy

# Council Member Rader



# Council Member Steele

# Council President Horn

# ADJOURN