



# TUESDAY, MARCH 17, 2026

## CITY COUNCIL MEETING

City Hall – Council Chamber  
405 Bagshaw Way, Edgewood, Florida  
Tuesday, March 17, 2026 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. Police Department Award of Administrative Excellence

**D. ORGANIZATIONAL MEETING**

1. Administration of Oath of Office to Councilmember Susan Lomas
2. Election of Council President and Pro-Tem
3. Designation of Councilmember Assignments

**E. 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. February 17, 2026 City Council Meeting Minutes

**F. ORDINANCES (FIRST READING)**

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

**H. UNFINISHED BUSINESS**

**I. NEW BUSINESS**

1. Harbour Island Bridge Report

**J. GENERAL INFORMATION**

**K. CITIZEN COMMENTS**

**L. BOARDS & COMMITTEES**

**M. STAFF REPORTS**

City Attorney Smith

Police Chief DeSchryver

- 1. Chief's Report February 2026

City Clerk Riffle

- 1. Clerk's Report 2-13-2026 through 3-12-2026

Code Compliance Officer Zane

**N. MAYOR AND CITY COUNCIL REPORTS**

Mayor Dowless

Council Member Lomas

Council Member McElroy

Council Member Steele

Council President Horn

**O. ADJOURNMENT**

**UPCOMING MEETINGS**

Monday, April 13, 2026.....Planning & Zoning Meeting 6:30 PM

Tuesday, April 21, 2026.....City Council Meeting 6:30 PM

**Meeting Records Request**

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.

**Americans with Disabilities Act**

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**

# **Police Department Award of Administrative Excellence**



## Commission for Florida Law Enforcement Accreditation, Inc.

P.O. Box 1489 ~ Tallahassee, FL 32302  
(850) 410-7200

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March 6, 2026

Corporal Adam LaFan  
Edgewood Police Department  
5565 South Orange Avenue  
Edgewood, Florida 32809

Dear Corporal LaFan,

Congratulations on being selected to receive the *2025 Accreditation Manager of the Year Award*. Chief Dean DeSchryvery, Deputy Chief Miguel Garcia, Sergeant Michael Fraticelli, and Sergeant Timothy Cardinal nominated you for this prestigious award and the Commission's Awards Committee unanimously selected you as the most deserving.

Award winners will be recognized twice during the June accreditation conference being held at the Omni in ChampionsGate, in Orlando. A reception recognizing the award winners will take place on Wednesday, June 24, 2026, at 6:30 p.m. You will then be presented with your award at the Commission's business meeting on Thursday, June 25, 2026, at 9:00 a.m. The hotel telephone number is (800) 843-6664, should you need reservations.

The Commission appreciates the efforts of all the participants in the accreditation process and their commitment to professional excellence. Your selection signifies you are a top performer in the field of law enforcement accreditation, and the Commission is proud to honor you as one of our elite.

Congratulations again and we look forward to seeing you in ChampionsGate!

Sincerely,

R. Stacy Lehman  
Executive Director

# **ORGANIZATIONAL MEETING**

# **Administer Oath of Office Councilmember Lomas**

# **Election of Council President and Pro-Tem**

# **Designation of Councilmember Assignments**



## Memo

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

**From:** Sandra Riffle, City Clerk

**Date:** March 12, 2026

**Re:** 2026 Council Assignments

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In accordance with the transition into a new council session and the requirements of the annual organizational meeting, the designation of individual areas of responsibility is now before the Council. Under **Section 3.12 of the City Code**, the Council President is tasked with assigning specific portfolios to individual members to ensure streamlined oversight and consistent reporting during regular meetings. While **Section 4.04 of the City Charter** maintains the Mayor’s jurisdiction over the Police Department, City Hall, and contract staff, these additional assignments allow Council members to serve as City liaisons to various agencies and elected officials.

The following list represents the current assignments intended to facilitate City projects and provide necessary inter-agency assistance throughout the year. Assigned council members will render reports regarding their designated areas of responsibility during a regular or special meeting of the council.

Areas of Responsibility	Designated Assignments on March 18, 2025
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
Police Department* City Hall* Contract Staff*	Mayor John Dowless
MetroPlan	Mayor John Dowless

\* Pursuant to Section 4.04 of the *City Charter*, the mayor has jurisdiction over the police department, city hall, and contract staff.

The Code does not provide the duties associated with Councilmembers' Charter-designated responsibility. Historically, Council members serve as City liaisons when contacting various agencies and elected officials to assist the City with projects and other assistance that may be needed.

# **CONSENT AGENDA**



## TUESDAY, FEBRUARY 17, 2026 CITY COUNCIL MEETING

City Hall – Council Chamber  
405 Bagshaw Way, Edgewood, Florida  
Tuesday, February 17, 2026 at 6:30 PM

### DRAFT MINUTES

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

Council President Horn called the meeting to order at 6:33 PM. He shared the somber news regarding the unexpected passing of Councilmember Chris Rader. Council President Horn then led the invocation and the Pledge of Allegiance.

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

City Clerk Riffle confirmed a quorum.

Elected Officials:		Staff Members:	
John Dowless	Mayor	Sandra Riffle	City Clerk
Richard A. Horn	Council President	Dean DeSchryver	Police Chief
Susan Lomas	Councilmember	Miguel Garcia	Deputy Police Chief
Casey McElroy	Councilmember	Scott Arellano-Zane	Code Compliance Officer
Beth Steele	Councilmember	Ellen Hardgrove, AICP	City Planner
Chris Rader	Seat vacant	Allen Lane, P.E.	City Engineer
		Drew Smith, P.A.	City Attorney

**Note:** The seat formerly held by Councilmember Rader is vacant following his passing.

Following the roll call, Council President Horn read Resolution 2026-02 in its entirety to honor Councilmember Rader. The resolution was approved by voice vote (4-0).

#### C. PRESENTATIONS AND PROCLAMATIONS

1. **Edgewood Police Department Recognition** - Chief DeSchryver presented several department awards and commendations, recognizing both civilian support and sworn officers for their service to the community.

- **Hurricane Milton Recognition:** Chief DeSchryver presented a Hurricane Campaign Certificate to Clerk Riffle, acknowledging her and Brett Sollazzo for their support during the emergency response.
- **Police Commendation Award:** Officer Barreto was honored for his decisive actions during a medical emergency. He administered CPR to an unresponsive individual, providing a critical window for recovery until emergency medical technicians arrived.
- **Lifesaving Award:** Officer White was recognized for his response to an opioid overdose. He coordinated mutual aid and performed immediate lifesaving measures, including administering Narcan and performing CPR.
- **Night Stalker Award:** Officer Aponte was recognized for his vigilance and tactical performance in apprehending suspects during an active burglary.

- **Officer of the Year:** Chief DeSchryver named Officer Aponte the 2025 Officer of the Year. In his three years with the department, Officer Aponte has distinguished himself through proactive policing, leading the department in DUI arrests, and demonstrating a high level of initiative and consistently identifying and addressing public safety violations. Officer Aponte has demonstrated a high level of initiative and a strong sense of duty to both the department and the community.

**D. CONSENT AGENDA**

**1. January 20, 2026 City Council Meeting Minutes**

Mayor Dowless requested that "up to" be added before "\$2,000,000" under Mayor Dowless' Report.

There was no public comment.

*Councilmember Lomas made a motion to approve the January 20, 2026, meeting minutes as amended; seconded by Councilmember McElroy. The motion was approved by voice vote (4/0).*

**E. ORDINANCES (FIRST READING) - No items were presented.**

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

**1. Ordinance 2026-01 -Scriveners Error Tattoo & Body Piercing**

Attorney Smith read Ordinance 2026-01 by title only. He explained that the ordinance corrects Ordinance 2024-06, which allowed tattoo establishments by Special Exception in the ECD, but failed to separate body piercing, which remains a prohibited use explicitly. There was no public comment.

There were no public comments.

*Councilmember Lomas made a motion to approve Ordinance 2026-01; seconded by Councilmember Steele. The motion was approved by roll call vote (4/0).*

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

**G. UNFINISHED BUSINESS - No items were presented.**

**H. NEW BUSINESS**

**1. Resolution 2026-01: FMIvT Unit Participation**

Attorney Smith read Resolution 2026-01 in title only.

Mayor Dowless said he agreed to move some money from reserves to the Florida League of Cities investment fund. He and Councilmember Steele met with the Florida League of Cities to learn how to

increase revenue for reserves. He said the City can earn a higher interest rate, the money is accessible, and there is no penalty to move the money. He proposed to move over \$1,000,000.

In response to Council President Horn, he said it is not a sweep account. It is there to help municipalities.

***Councilmember McElroy made a motion to approve Resolution 2026-01; seconded by Councilmember Steele. The motion was approved by roll call vote (4/0).***

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

**2. Harbour Island Bridge Report**

City Engineer Allen Lane presented a structural analysis from Ayres Structural Design. The bridge received a sufficiency rating of 65% and a health rating of 80%. While maintenance and structural repairs are required, weight posting is not necessary.

Council President Horn questioned the report's finding of 1,048 vehicles per day, noting the figure seemed high for the area. Engineer Lane will consult with the structural engineer regarding the bridge's life expectancy and functional status.

Engineer Lane intends to follow up at the next meeting. Council President Horn said he would like to start work before the rainy season begins.

**I. GENERAL INFORMATION** - No items were presented.

**J. CITIZEN COMMENTS** - No Citizen Comments were presented.

**K. BOARDS & COMMITTEES**

**1. Variance 2026-01: 4905 Lake Gatlin Woods Court Boat Dock**

Engineer Lane presented a request for two side setback variances (three feet in lieu of the required ten feet) due to the limited 23-foot shoreline. A previously requested size variance was deemed unnecessary due to a calculation error. Given the limited 23-foot-wide shoreline, compliance with the 10-foot setbacks would significantly restrict the ability to construct a functional dock. Engineer Lane said he had no concerns about cross traffic or encroachment and no objection to the nearest boat dock being 20 feet apart. He also had no objections to the requested 405-square-foot area of the platform. He said the dock size would include the platform area plus the roof over the boat slip, and it is as minimal as possible.

Abutting property owners provided letters of no objection.

**Public Comment:**

Applicants Sean and Megan Milligan, along with their children Ian, Finn, and Rory Milligan, spoke in favor of the request, citing the property's unique shape and the need for a functional, minimal structure.

***Council President Horn made a motion to approve Variance 2026-01 to allow a 3-foot setback from the north and south property lines in lieu of the required 10-foot setbacks. The motion was seconded by Councilmember Lomas. The motion was approved by roll call vote (4/0).***

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

**2. Site Plan Review - 4901 S Orange Ave. Mosaic Salon**

Planner Hardgrove presented the Site Plan for 4901 South Orange Avenue, the site of the former Baldwin Fairchild Funeral Home. The subject property was originally approved in 1982 as part of "Versailles Plaza III". She explained that although the property has since been separated from that original site plan, the parking lots remain physically linked. The applicant is proposing significant improvements to the site by transforming the building into a two-suite, multi-tenant commercial space. This scope of work includes interior structural alterations, a modernization of the building facade, and comprehensive parking lot upgrades.

She noted that the staff recommends recording a cross-access easement with the Versailles III property, as 4901 S Orange Avenue to establish a legal cross access now that the two properties are no longer under the same ownership. The driveway connection is physically there; it needs to be recorded with Orange County.

Planner Hardgrove reported that the Planning and Zoning Board unanimously recommended approval with two conditions: that the applicant record the cross-access easement and replace the three crape myrtles with evergreen understory trees along Orange Avenue.

In response to Council President Horn, the property does not meet CRECD requirements, but they are re-establishing the landscaping approved on the original site plan and improving the façade of the building.

Applicant. Mike Van den Abbeel said he has wanted to be in Edgewood for many years. He explained that Moasaic Salon will have the kind of building and improved facade that has appeal. He would appreciate the Council's approval.

**Public Comment:**

Neighbor Megan Milligan expressed concern regarding tree removal in the rear of the property. Applicant Mike Van den Abbeel confirmed that the trees located in the rear will remain. Planner Hardgrove said there will be a dumpster in the back.

Attorney Smith confirmed to Councilmember Steele that the plans meet the Code.

***Council President Horn made a motion to approve the commercial plans for Mosaic Salon at 4901 S. Orange Avenue, subject to two conditions:***

***1. Prior to issuance of the Certificate of Occupancy, a cross-access easement must be recorded in the Orange County public records to ensure vehicular and pedestrian connectivity with the adjacent Versailles Plaza III property to the south.***

***2. The three existing crape myrtles along Orange Avenue shall be replaced with evergreen understory trees approved by the City's Landscape Architect.***

***Councilmember Steele seconded the motion. The motion was approved by roll call vote (4/0).***

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

**3. Special Exception 2026-02: Thrive Salon Suites Tattooing**

Planner Hardgrove presented a remedial Special Exception application for a tattoo establishment located at 5631 South Orange Avenue, within the Edgewood Isle Shopping Center. The proposed business is located within "Thrive Studio Suites," an existing salon with individual leased suites for various personal services.

Planner Hardgrove reviewed the Special Exception criteria for tattoo establishments, including the requirement that they not be located within 1,500 linear feet of an existing tattoo business, which is satisfied. She said the Planning and Zoning Board recommended approval with the condition that window transparency remains consistent with the pedestrian-oriented goals of the Edgewood Central District (ECD), to which the applicant agreed.

*Shante Buggs, the salon owner and applicant, stated she has been in business in Edgewood since early 2022. She explained that the violation of having a tattoo establishment without a special exception was unintentional, and they have stopped operations.*

Ms. Buggs described her business as a professional, low-traffic model that operates primarily on an appointment-only basis with no exterior signage. She noted that because the tattoo studio is located deep within the building, with other suites occupying the windowed spaces, the tattooing activity is not visible from the outside. She expressed a desire to remain inclusive and competitive within the current market.

**Councilmember Lomas made a motion to approve Special Exception 2026-02 to allow a licensed tattoo establishment to operate within Thrive Studio Suites, a professional salon suite located at 4631 S Orange Avenue, with the condition that any street-facing windows/doors shall remain transparent. The applicant shall not use opaque window tints, heavy curtains, or "blacked-out" vinyl wraps, nor situate interior fixtures/furniture in a manner that would prevent views into the studio**

from the outside. The motion was seconded by Councilmember McElroy and approved (4/0) by roll call vote.

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

**L. STAFF REPORTS**

**City Attorney Smith** – no report

**Police Chief DeSchryver**

1. Chief's Report January 2026

Chief DeSchryver said that the department is fully staffed. A couple of officers have applied with the Orange County Sheriff's Office.

Officers will wear mourning bands for thirty days in honor of Councilmember Rader.

**City Clerk Riffle**

1. Clerk's Report 1/19/26 through 2/12/26

**Police Department RFP: Roof Replacement** – City Clerk Riffle reported that the RFP for the police department roof work was ready for publication. A representative from CPH will attend the pre-bid meeting to observe bidder activity and field any questions.

She said an RFP committee needs to be appointed, and historically, this has included the Mayor, City Clerk, Police Chief, and one community member. Caleb Castro, who was in attendance, volunteered to serve, which completed the committee.

**Stormwater Infrastructure** – She said she is ready to proceed with repairs to three pipes at The Oaks Circle, Lake Mary Jess Shores Court, and Commerce Drive. The estimate for the video diagnosis and repair is \$26,000, in line with previous similar projects.

**Business Tax Receipts (BTR)** - There are currently 12 delinquent BTRs for the 2025-2026 fiscal year. These files are being forwarded to Code Compliance for the issuance of Notices of Violation (NOV).

**FCC Environmental Services (FCC)** - FCC Environmental Services has approved a one-year extension while the City assesses if their changes in management result in improving the quality of services provided to the City.

1. **February 2026 Code Compliance Report**

Office Zane reported an increase in noise complaints. He said the Commerce Drive area is chronic, but new complaints from the Lynwell and Oak Lynn Drive areas about businesses located across Orange

Avenue are becoming consistent. He said Orange County recently adopted a new noise ordinance that might be a good model for Edgewood.

Attorney Smith recommended drafting a new noise ordinance based on the Orange County model, which utilizes a "reasonably heard" standard. Council reached a consensus to proceed with the draft.

Council President Horn said that while serving on the Environmental Protection Committee, he took part in developing the noise ordinance and approved the method.

The Council's consensus was to have Attorney Smith proceed with the draft.

**M. MAYOR AND CITY COUNCIL REPORTS**

**Mayor Dowless**

Mayor Dowless said he is sending the infrastructure sales tax wish list to Orange County. It does not obligate the City, and he and Planner Hardgrove included several projects to allow a choice to be made later.

Council President Horn asked Mayor Dowless for the next steps in filling the late Councilmember Rader's seat. Attorney Smith said the Mayor will nominate a candidate, and the Council will vote to approve or not approve.

**There were no Council Member reports.**

**N. ADJOURNMENT**

Officer Zane said Councilmember Rader was the City's primary GIS contact and asked if anyone could volunteer to assist with that. Council President Horn said he would look into it.

Council President Horn made a motion to adjourn the meeting at 7:52 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**

# Harbour Island Bridge Report

March 10, 2026

**DRMP Job #: 201.00E7601.200**Mr. Allen Lane Jr. PE  
Sr. Project Manager  
CPH Consulting, LLC**Subject: Harbor Island Road over Outfall Lake Gatlin (Bridge No. 755400)  
Condition Recommendations and Question Responses**

We have reviewed the latest Bridge Inspection Report dated 9/19/25 and the City of Edgewood Memorandum dated 2/14/26 and have the following responses to the list of repairs to be completed from the bridge inspection report:

High Priority & Safety Repairs

- Bridge Railing & Guardrail Repairs - We concur with repair items listed.
- Structural Maintenance - We concur with repair items listed. Dewatering will be required to complete sheet piling repairs. This cost should be added to the cost estimate.

Deck and Surface Maintenance

- Pavement Care Maintenance- In lieu of maintenance repairs noted to patch and seal overlay, we recommend removing and replacing the asphalt overlay on the bridge. This is due to age and the longitudinal cracking visible in the existing asphalt overlay above the keyway joints. A new overlay will help extend the service life of the beams.
- Substructure and Cosmetic Repairs - We concur with repair items listed.

Critical Classification and Status

- Structural and Functional Status: The bridge is Functionally Obsolete but is not Structurally Deficient based on latest Condition Ratings. Being designated as Functionally Obsolete does not mean the bridge is unsafe but just has outdated design features such as bridge railings.
- Sufficiency and Health – Concur with status shown.
- Critical Hazards: The bridge is designated as Fracture Critical and Scour Critical in the Memorandum. The bridge is neither Fracture Critical nor Scour Critical. This is also indicated on page 2 of the bridge inspection report where the boxes are not checked. Page 26 also indicates a scour evaluation has not been completed, and the scour risk is low.
- Load Capacity – Concur with status shown.

Structural Condition Ratings (NBI)

- Concur with ratings shown.

Key Technical and Environmental Details

- Concur with items shown.

We understand several questions were raised at the last City Council Meeting from the latest inspection report. Below are responses to the questions to clarify any concerns:

Question: Sufficiency and Health – the inspection report gave the bridge a Sufficiency Rating of 63.8 and a Health Index of 82.51. What do these numbers mean to the Council and are these good numbers?

Response: Sufficiency Rating (SR) is a method of evaluating bridge data to determine sufficiency to remain in service. It is a numerical value from 1 to 100. A rating of less than 50 indicates bridge replacement is the most cost-effective option. A rating between 50 and 80 indicates rehabilitation is the most cost-effective option. With this bridge having a SR of 63.8, rehabilitation is a cost-effective option.

Health index is a condition rating metric used in bridge asset management to quantify overall health or a bridge based on inspection data. A Health Index between 70 and 90 indicates the bridge is in good condition. A Health Index less than 50 indicated the bridge is in poor condition and should be prioritized for rehabilitation or replacement. With a Health Index of 82.51 this bridge is in good condition.

Question: Structural Rating – There were four bullet items. Are these good numbers?

Response: The Condition Ratings provided in the inspection report are good and in compliance with current FDOT Bridge Management System Coding Guide.

Question: Will the bridge last another 20 years if repairs are completed?

Response: Based on the existing condition of the bridge and completion of the recommended repairs we anticipate the bridge will have another 20years of service life without any concerns.

Question: Traffic Data – how did the report come up with 1,048 vehicles per day? The bridge serves a residential neighborhood so there is not a lot of traffic crossing this bridge, unless the number is for traffic going both directions, which may make more sense.

Response: The values shown are an educated estimates based on traffic at the time of inspection.

Question: Do all of the line items in the CPH cost estimate need to be made now based on the life span of the bridge?

Response: Bridges typically have a service life of 75 years, but most exceed that, especially if they are well maintained. Since this bridge has been in service for 61yrs, we recommend the repairs be made at one time under one repair contract.

Question: Can the bridge report be used as the specifications for putting this out to bid for repairs? Do we need any plans or details?

Response: Repair plans are required to facilitate construction and document repairs made to bridge.



If you have any questions, or require any additional information, please contact me at 704-549-4260.

Sincerely,  
**DRMP, Inc.**

Scott A. Benson, PE  
Structures Chief Engineer

# **GENERAL INFORMATION**

# **CITIZEN COMMENTS**

# **BOARDS AND COMMITTEES**

# **STAFF REPORTS**

# City Attorney Smith

# Police Chief DeSchryver

**Edgewood Police Department  
City Council Report  
February 2026**

	<b>January</b>	<b>February</b>
Assault/Battery	1	1
Auto Burglaries	0	0
Code Compliance Reports	14	18
Commercial Burglaries	0	0
DUI Arrests	0	1
Felony Arrests	4	1
Homicides	0	0
Misdemeanor Arrests	7	2
Residential Burglaries	0	0
Robbery	0	0
Sexual Battery	0	0
Theft	1	2
Traffic Accident	15	9
Traffic Arrests	7	2
Traffic Citations	265	159
Traffic Warnings	67	64
Warrant Arrests	1	0

**Department Highlights:**

- Beth’s Burger Bar provided lunch for everyone.
- PD passed fire inspection.
- Chief DeSchryver travelled to Washington, D.C. as the guest of the Coalition Against Bigger Trucks to lobby legislators against bigger, heavier trucks on our roads.

# City Clerk Riffle



## Memo

**To:** Mayor Dowless and City Councilmembers Horn, Rader, Lomas, McElroy, and Steele  
**From:** Sandra Riffle, City Clerk  
**Date:** February 12, 2026  
**Re:** January 19 – February 12, 2026 City Clerk Report

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### **Police Department RFP: Roof Replacement**

The RFP Committee for the Police Department’s roof replacement currently consists of Mayor Dowless, Chief DeSchryver, Caleb Castro, and myself. To ensure a comprehensive technical review of all bids, I am seeking Council’s approval to expand the committee.

- Recommendation: Appoint an engineer from CPH (either Allen Lane or Mark Adams) to the committee.
- Objective: Their technical expertise will ensure that all structural and specialized roofing elements are thoroughly evaluated during the selection process.

### **Stormwater Infrastructure & Maintenance Update**

Operations are moving forward steadily with the current stormwater projects. Below is a status update on the three primary locations:

#### **1. Projects Nearing Completion**

- The Oaks Circle: Cleaning and pipe repairs are now complete. The final step is to repair the divot in the road surface to restore full integrity to the site.
- Commerce Drive: Primary repairs are complete. We are now moving into the final phase, which includes culvert repair and necessary backfilling.

**2. Lake Mary Jess Shores Court (Project Scope Revision)** Recent inspections have revealed a more significant issue than initially anticipated. It appears the pipe has dropped out of place and potentially caved in; it is currently obscured by debris and sand.

- Current Status: We have shifted from a standard repair approach to a full replacement assessment.
- Next Steps: I am currently awaiting a formal quote for a new pipe and the associated installation costs.

## **Sidewalk Infrastructure and Maintenance**

We are beginning a proactive assessment of the city's sidewalk conditions to prioritize necessary repairs and ensure pedestrian safety.

- **Current Action:** This week, Ashley Pagan and I will be conducting a comprehensive field review to identify specific sections of sidewalk requiring immediate attention.
- **Next Steps:** Once the review is complete, we will solicit competitive quotes from qualified contractors.

# **Code Compliance Officer Zane**

# **MAYOR & CITY COUNCIL REPORTS**

# Mayor Dowless

# Council Member Lomas

# Council Member McElroy

# Council Member Steele

# Council President Horn

# ADJOURN