



## CITY COUNCIL REGULAR MEETING

City Hall – Council Chamber  
405 Bagshaw Way, Edgewood, Florida  
Tuesday, April 19, 2022 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**

**B. INVOCATION & PLEDGE OF ALLEGIANCE**

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

**D. ORGANIZATIONAL MEETING**

1. Election of Council President and Council President Pro Tem
2. Designation of Council Assignments
3. Review and appointment of consultants per City Charter

**E. PRESENTATIONS AND PROCLAMATIONS**

1. FY 2020/2021 Audit Report

Presented by Yvonne M. Clayborne, CPA, CAM, CITP and Jennifer Polk, Senior Accountant  
Carr Riggs & Ingram CPAs and Advisors

2. Report on Financial Statements - Carr Riggs & Ingram

**F. APPROVAL OF MINUTES**

1. March 15, 2022 City Council Draft Minutes

**G. ORDINANCES 1ST READING**

1. Ordinances Report
2. Ordinance 2022-01 - County Zoning to City Zoning
3. Ordinance 2022-03 - Comp Plan Amendment

- [4.](#) Ordinance 2022-02 - Window Sign Change

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

**I. UNFINISHED BUSINESS**

**J. NEW BUSINESS**

**K. GENERAL INFORMATION**

**L. CITIZEN COMMENTS**

**M. BOARDS & COMMITTEES**

- [1.](#) Boards and Committees - Planning and Zoning Report
- [2.](#) Proposed Replat and Variance 2022-01 - 506 & 512 Linson Ct.
- [3.](#) Variance 2022-02 - 535 Mandalay Rd. - Home Addition

**N. STAFF REPORTS**

City Attorney Smith

Police Chief Freeburg

- [1.](#) Chief Freeburg March 2022 Report

Interim City Clerk Riffle

- [1.](#) Fiscal Year 2022-2023 Proposed TRIM calendar

**O. MAYOR AND CITY COUNCIL REPORTS**

Mayor Dowless

Council Member Chotas

Council Member Pierce

Council Member Rader

Council Member Lomas

Council President Horn

**P. ADJOURNMENT**

**UPCOMING MEETINGS**

Monday, May 9, 2022.....Planning & Zoning Meeting  
Tuesday, May 17, 2022.....City Council Meeting

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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**.



# Memo

**To:** Mayor Dowless, Council President Horn,  
Council Members Chotas Lomas, Pierce, and Rader

**From:** Sandy Riffle, Interim City Clerk

**Date:** March 4, 2022

**Re:** 2022 Council Assignments

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## 1. Council Assignments

The Code provides the following:

Section 3.12.- Areas of responsibility.

Upon the start of a new council session, the council president shall designate areas of responsibility (not already under the jurisdiction of the mayor) to be assigned to individual council members. Each council member shall assume responsibility for the assigned area and execute his/her other responsibilities within the broad guidelines established by the council. The council members shall render reports regarding other areas during a regular or special meeting of the council.

The areas of responsibility are the following:

Finance
Code Compliance HAINC Liaison Cypress Grove Liaison
Public Works
Police Department* City Hall* Contract Staff*
Pursuant to Section 4.04 of the <i>City Charter</i> , 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 aid the City in projects and other types of assistance that may be needed.

The Councilmember who accepts the assignment for finance will be needed to sign checks every other week and sometimes in-between if needed. Please note that all Councilmembers need to have check signing ability.

The following assignments were made in the March 16, 2021, Council meeting.

Finance and Budget	Councilmember Ben Pierce
Code Enforcement	Councilmember Lee Chotas
HAINC Liaison Cypress Grove Liaison	Council President Richard Alan Horn
Land Development/Master Plan	Councilmember Chris Rader
Public Works	Councilmember Susan Lomas
MetroPlan	Mayor John Dowless
Police Department* City Hall* Contract Staff*	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.*

## **2. State Board of Administration – Florida PRIME Account**

The State Board of Administration (SBA) requires an update of the Local Government Investment Pool (LGIP) Participant Account Maintenance (PAM) form, which pertains to the three Florida Prime accounts. These accounts accrue a small amount of interest each month.

The update will include:

- All persons authorized to transmit/withdraw funds from the three SBA Florida Prime accounts, and;
- Councilmembers and/or staff who have LGIP website privilege, but without the ability to conduct business (view only), and;
- Persons authorized to notify the SBA of changes in account information.

As the Council President and Finance assignments are designated, the PAM form will be updated in kind to reflect the new designees. During the organizational meeting, I will gather the signatures from Mayor so that the form may be notarized and returned to Florida Prime.

The State Board of Administration – SBA  
Local Government Investment Pool – LGIP  
Account Maintenance Form - PAM



# Memo

**To:** Mayor Dowless, Council President Horn,  
Council Members Chotas Lomas, Pierce, and Rader

**From:** Sandy Riffle, Interim City Clerk

**Date:** March 8, 2022

**Re:** Review of City Contracts

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 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	CONSULTANT/FIRM	FEES/CONTRACT AMOUNT	TERMS	2021/2022 BUDGET
Legal – City Attorney	Drew Smith, Shepard, Smith, Kohlmeyer & Hand, P.A.	\$175 hourly Exclusive of costs (court costs, filing fees, taxes, recording fees, etc.)	Serves at the pleasure of Council; Notice to terminate not required by City; however, SSK&H will give 30-days’ notice to terminate.	\$65,000  (Unchanged from 2020/21 budget)
Legal – Code Enforcement Special Magistrate	Jennifer Nix, Garganese, Weiss, D’Agresta & Salzman	\$150.00 hourly	Serves at the pleasure of Council; however, GWD&S will provide not less than 30 days’ notice to terminate.	\$3,000  (Unchanged from 2020/21 budget)

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

SERVICE	CONSULTANT/FIRM	FEES/CONTRACT AMOUNT	TERMS	2021/2022 BUDGET
Engineering	David Mahler, P.E., Allen Lane, P.E., and Jim Winter, RLA (Primary Engineers) CPH Engineering	Maximum hourly rate is \$150.00, exclusive of costs.	3-year contract 9/7/2015 with 2- year automatic renewal. In 2018, Council agreed to allow to automatically renew. City can terminate w/o cause with 30- day written notice.	\$40,000  (2020/21 budget was \$35,000)

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

SERVICE	CONSULTANT/FIRM	FEES/CONTRACT AMOUNT	TERMS	2021/2022 BUDGET
Accounting (prepare monthly FS and accounting staff Lindsey Rock handles the City's AR/AP) and prepares the monthly financial statements. Lindsey also assists with annual audits (additional fees for this service)	Lindsey Rock Tammy Campbell McDirmot-Davis	\$2600 monthly Additional services Billed: Partner \$285 Manager \$175 Bookkeeper \$85.00 (Lindsey)	Letter of engagement	\$32,250  (unchanged from 2020/21 budget)

SERVICE	CONSULTANT/FIRM	FEES/CONTRACT AMOUNT	TERMS	2021/2022 BUDGET
Audit Services	Yvonne Clayborne, Carr, Riggs & Ingram CPAs and Advisors (CRI)	Per Letter of Engagement: 2020 audit \$25,500 Other costs built in, i.e. Local Highway Finance Report, information for the City Clerk	Letter of engagement 2021. Is extended by mutual agreement	\$26,010  (2020/21 budget was \$25,000)

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

SERVICE	CONSULTANT/FIRM	FEES/CONTRACT AMOUNT	TERMS	2021/2022 BUDGET
City Planner	Ellen Hardgrove, AICP	\$125 hourly  (Hourly amount has remained the same)	By mutual agreement.	\$55,000  (2020/21 budget was \$45,000)

**SUMMARY:**

Overall, city staff continues to have good relations with all consultants and appreciate the assistance that is provided to staff in maintaining and meeting the expectations of the day-to-day operations of our respective departments.





Required Communications



Carr, R  
215 Baytree Drive  
Melbourne, Florida 32940  
(321) 255-0088  
(321) 259-8648 (fax)  
www.cricpa.com

Section E, Item 1.

March 9, 2022

Honorable Mayor and Members of the City Council  
City of Edgewood, Florida

We are pleased to present the results of our audit of the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of the City of Edgewood, Florida for the year ended September 30, 2021.

This report to the Mayor and the City Council summarizes our audit, the reports issued and various analyses and observations related to the City of Edgewood, Florida's accounting and reporting. The document also contains the communications required by our professional standards.

Our audit was designed, primarily, to express an opinion on the City of Edgewood, Florida's basic financial statements for the year ended September 30, 2021. We considered the City of Edgewood, Florida's current and emerging needs, along with an assessment of risks that could materially affect the financial statements, and aligned our audit procedures accordingly. We conducted the audit with the objectivity and independence that you, the Mayor and City Council, expect. We received the full support and assistance of City personnel.

At Carr, Riggs & Ingram, LLC (CRI), we are continually evaluating the quality of our professionals' work in order to deliver audit services of the highest quality that will meet or exceed your expectations. We encourage you to provide any feedback you believe is appropriate to ensure that we do not overlook a single detail as it relates to the quality of our services.

This report is intended solely for the information and use of the Mayor, City Council and Management and should not be used by anyone other than these specified parties.

We appreciate this opportunity to work with you. If you have any questions or comments, please contact me at 321.255.0088 or [dgoode@cricpa.com](mailto:dgoode@cricpa.com).

Very truly yours,

A handwritten signature in black ink that reads "Deborah A. Goode".

Deborah A. Goode, CPA  
Partner  
Carr, Riggs & Ingram, LLC

## Required Communications

As discussed with management during our planning process and communicated to the City Council in our engagement letter to you dated August 16, 2021, our audit plan represented an approach responsive to the assessment of risk for the City of Edgewood, Florida. Specifically, we planned and performed our audit to:

- Perform audit services, as required by Section 218.39, Florida Statutes, in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, in order to express an opinion on the City of Edgewood, Florida's basic financial statements for the year ended September 30, 2021.
- Report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with *Government Auditing Standards*;
- Communicate directly with the Mayor, City Council and management regarding the results of our procedures;
- Address with the Mayor, City Council and management any accounting and financial reporting issues;
- Anticipate and respond to concerns of the Mayor, City Council and management; and
- Other audit-related projects as they arise and upon request.

## Required Communications

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Edgewood, Florida for the year ended September 30, 2021, and have issued our report thereon dated March 9, 2022. Professional standards also require that we communicate to you the following information related to our audit:

MATTER TO BE COMMUNICATED	AUDITOR'S RESPONSE
<p><b>Auditors' responsibility under Generally Accepted Auditing Standards, Government Auditing Standards and Chapter 10.550, Rules of the Florida Auditor General</b></p>	<p>As stated in our engagement letter dated August 16, 2021, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management, with your oversight, are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (GAAP) and to report on the fairness of supplementary information as described in the engagement letter when considered in relation to the financial statements as a whole. Our audit of the financial statements does not relieve you or management of your responsibilities.</p> <p>As part of our audit, we considered the internal controls of the City of Edgewood, its compliance with laws and regulations and internal controls related to the City. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.</p>
<p><b>Client's responsibility</b></p>	<p>Management, with oversight from those charged with governance, is responsible for establishing and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of financial position, results of operations, and cash flows in conformity with the applicable framework. Management, with oversight from those charged with governance, is responsible for the design and implementation of programs and controls to prevent and detect fraud.</p> <p>Management is responsible for overseeing nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.</p>
<p><b>Planned scope and timing of the audit</b></p>	<p>Our initial audit plan was not significantly altered during our fieldwork.</p>

**Required Communications**

MATTER TO BE COMMUNICATED	AUDITOR'S RESPONSE
<p><b>Management judgments and accounting estimates</b>  <i>The process used by management in forming particularly sensitive accounting estimates and the basis for the auditor's conclusion regarding the reasonableness of those estimates.</i></p>	<p>Please see the following section titled "Accounting Policies, Judgments and Sensitive Estimates &amp; CRI Comments on Quality."</p>
<p><b>Potential effect on the financial statements of any significant risks and exposures</b>  <i>Major risks and exposures facing the City and how they are disclosed.</i></p>	<p>No such risks or exposures were noted.</p>
<p><b>Significant accounting policies, including critical accounting policies and alternative treatments within generally accepted accounting principles and the auditor's judgment about the quality of accounting principles</b></p> <ul style="list-style-type: none"> <li>• <i>The initial selection of and changes in significant accounting policies or their application; methods used to account for significant unusual transactions; and effect of significant policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.</i></li> <li>• <i>The auditor should also discuss the auditors' judgment about the quality, not just the acceptability, of the City's accounting policies as applied in its financial reporting. The discussion should include such matters as consistency of accounting policies and their application, and clarity and completeness of the financial statements, including disclosures. Critical accounting policies and practices applied by the City in its financial statements and our assessment of management's disclosures regarding such policies and practices (including any significant modifications to such disclosures proposed by us but rejected by management), the reasons why certain policies and practices are or are not considered critical, and how current and anticipated future events impact those determinations;</i></li> <li>• <i>Alternative treatments within GAAP for accounting policies and practices related to material items, including recognition, measurement, presentation and disclosure alternatives, that have been discussed with client management during the current audit period, the ramifications of the use of such alternative disclosures and treatments, and the treatment preferred by the auditor.</i></li> </ul>	<p>Significant accounting policies are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2021. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.</p> <p>Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure(s) affecting the financial statements was (were):</p> <p>The disclosure of the net pension liability and related deferred outflows and deferred inflows of resources in Note 3 to the financial statements due to the significance of the performance of plan assets on the valuation.</p> <p>The disclosure of the total OPEB liability and related deferred outflows and deferred inflows of resources in Note 4 to the financial statements due to the significance of the assumptions used in the valuation.</p> <p>The financial statement disclosures are neutral, consistent, and clear.</p>

## Required Communications

MATTER TO BE COMMUNICATED	AUDITOR'S RESPONSE
<p><b>Significant difficulties encountered in the audit</b>  <i>Any significant difficulties, for example, unreasonable logistical constraints or lack of cooperation by management.</i></p>	<p>We encountered no significant difficulties in dealing with management in performing and completing our audit.</p>
<p><b>Disagreements with management</b>  <i>Disagreements, whether or not subsequently resolved, about matters significant to the financial statements or auditor's report. This does not include those that came about based on incomplete facts or preliminary information.</i></p>	<p>We are pleased to report that no such disagreements arose during the course of the audit.</p>
<p><b>Other findings or issues</b>  <i>Matters significant to oversight of the financial reporting practices by those charged with governance. For example, an entity's failure to obtain the necessary type of audit, such as one under Government Auditing Standards, in addition to GAAS.</i></p>	<p>None noted.</p>
<p><b>Matters arising from the audit that were discussed with, or the subject of correspondence with, management</b>  <i>Conditions that might affect risk or discussions regarding accounting practices or application of auditing standards.</i></p>	<p>None noted.</p>
<p><b>Corrected and uncorrected misstatements</b>  <i>All significant audit adjustments arising from the audit, whether or not recorded by the City, that could individually or in the aggregate have a significant effect on the financial statements. We should also inform the Council about uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented, that were determined by management to be immaterial, both individually and in the aggregate, to the financial statements taken as a whole. Any internal control deficiencies that could have prevented the misstatements.</i></p>	<p>See "Summary of Audit Adjustments" section.</p>
<p><b>Major issues discussed with management prior to retention</b>  <i>Any major accounting, auditing or reporting issues discussed with management in connection with our initial or recurring retention.</i></p>	<p>Discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.</p>
<p><b>Consultations with other accountants</b>  <i>When management has consulted with other accountants about significant accounting or auditing matters.</i></p>	<p>To our knowledge, there were no such consultations with other accountants.</p>

## Required Communications

MATTER TO BE COMMUNICATED	AUDITOR'S RESPONSE
<p><b>Written representations</b>  <i>A description of the written representations the auditor requested (or a copy of the representation letter).</i></p>	<p>See "Management Representation Letter" section.</p>
<p><b>Internal control deficiencies</b>  <i>Any significant deficiencies or material weaknesses in the design or operation of internal control that came to the auditors' attention during the audit.</i></p>	<p>See "Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards" and "Independent Auditors' Management Letter" in the financial report package.</p>
<p><b>Fraud and illegal acts</b>  <i>Fraud involving senior management or those responsible for internal controls, or causing a material misstatement of the financial statements, where the auditor determines there is evidence that such fraud may exist. Any illegal acts coming to the auditors' attention involving senior management and any other illegal acts, unless clearly inconsequential.</i></p>	<p>We are unaware of any fraud or illegal acts involving management or causing material misstatement of the financial statements.</p>
<p><b>Other information in documents containing audited financial statements</b>  <i>The external auditors' responsibility for information in a document containing audited financial statements, as well as any procedures performed and the results.</i></p>	<p>Our responsibility related to documents (including annual reports, websites, etc.) containing the financial statements is to read the other information to consider whether:</p> <ul style="list-style-type: none"> <li>• Such information is materially inconsistent with the financial statements; and</li> <li>• We believe such information represents a material misstatement of fact.</li> </ul> <p>We have not been provided any such items to date and are unaware of any other documents that contain the audited financial statements.</p>
<p><b>Significant unusual accounting transactions</b>  <i>Auditor communication with governance to include auditors' views on policies and practices management used, as well as the auditors' understanding of the business purpose.</i></p>	<p>No significant unusual accounting transactions were noted during the year.</p>

### Required Communications

MATTER TO BE COMMUNICATED	AUDITOR'S RESPONSE
<p><b>Required Supplementary Information</b> <i>The auditors' responsibility for required supplementary information accompanying the financial statements, as well as any procedures performed and the results.</i></p>	<p>We applied certain limited procedures to the required supplementary information (RSI) that supplements the financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the financial statements, and other knowledge we obtained during our audit of the financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.</p> <p>Required supplementary information, such as management's discussion and analysis, the budgetary comparisons of major funds and Other Postemployment Benefits and Pension information is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited.</p>



## Accounting Policies, Judgments and Sensitive Estimates & CRI Comments on Quality



We are required to communicate our judgments about the quality, not just the acceptability, of the City’s accounting principles as applied in its financial reporting. We are also required to communicate critical accounting policies and sensitive accounting estimates. Accounting estimates are an integral part of the financial statements prepared by management and are based on management’s knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The Mayor, City Council and management may wish to monitor throughout the year the process used to compute and record these accounting estimates. The table below summarizes our communications regarding these matters.

AREA	ACCOUNTING POLICY	CRITICAL POLICY?	JUDGMENTS & SENSITIVE ESTIMATE	COMMENTS ON QUALITY OF ACCOUNTING POLICY & APPLICATION
Depreciation of Capital Assets	<p>Based on the audit procedures we performed with respect to the City’s capital assets, we noted that the City estimates the useful lives of capital assets in accordance with all applicable standards and guidelines of GASB.</p> <p>The City follows the provisions of Section 1400: <i>Reporting Capital Assets</i>, of the GASB Codification when reporting depreciation of its capital assets.</p>	X	Management’s estimate of the useful lives of capital assets is based on the historical lives of similar assets and market prices.	We evaluated the key factors and assumptions used to develop the estimated useful lives in determining that they are reasonable in relation to the financial statements taken as a whole.

## Accounting Policies, Judgments and Sensitive Estimates & CRI Comments on Quality



AREA	ACCOUNTING POLICY	CRITICAL POLICY?	JUDGMENTS & SENSITIVE ESTIMATE	COMMENTS ON QUALITY OF ACCOUNTING POLICY & APPLICATION
Compensated Absences	<p>Liabilities for compensated absences attributed to services already rendered are accrued as employees earn the rights to those benefits in accordance with the City's policies.</p> <p>The City follows the provisions of Section C60: <i>Compensated Absences</i>, of the GASB Codification when reporting these liabilities.</p>	X	Management's estimate of the compensated absences liability is based on compensation rates and employment assumptions developed by management.	<p>We evaluated the key factors and assumptions used to develop the estimated liability for compensated absences in determining that amounts are reasonable in relation to the financial statements taken as a whole.</p> <p>The City's policies are in accordance with all applicable accounting guidelines and GASB.</p>
Net Pension Liability and Related Deferred Outflows and Deferred Inflows of Resources	The City follows the provisions of Section P20: <i>Reporting for Benefits Provided through Trusts That Meet Specified Criteria</i> , of the GASB Codification when reporting net pension liabilities and related costs.	X	The City relies on valuations from the Pension Plan's actuary for the estimated value of the City's pension costs. The actuarial valuation is based on financial information, utilizing assumptions developed by management of the FRS. In addition, the Auditor General of the State of Florida audited the FRS Plan, including the estimated liabilities.	Based on the audit procedures we performed with respect to the City's participation in the FRS, we noted that it appears the City accounts for pension costs in accordance with all applicable standards and guidelines of GASB.

## Accounting Policies, Judgments and Sensitive Estimates & CRI Comments on Quality



AREA	ACCOUNTING POLICY	CRITICAL POLICY?	JUDGMENTS & SENSITIVE ESTIMATE	COMMENTS ON QUALITY OF ACCOUNTING POLICY & APPLICATION
Other Post-Employment Benefits (OPEB) Liability and Related Deferred Outflows and Deferred Inflows of Resources	The City follows the provisions of Section P52: <i>Postemployment Benefits Other Than Pensions – Reporting for Benefits Not Provided Through Trusts</i> , of the GASB Codification when reporting its OPEB liability and related costs.	X	Management’s estimate of the other postemployment benefit liability is based on healthcare costs and employment assumptions developed by management. The City elected to use the Alternative Method to calculate the year-end liability utilizing these assumptions.	<p>We evaluated the key factors and assumptions in determining they are reasonable in relation to the financial statements taken as a whole.</p> <p>Based on the audit procedures we performed with respect to the City’s OPEB Plan, we noted the City accounts for its OPEB liability and related costs in accordance with all applicable standards and guidelines of GASB.</p>

## Summary of Audit Adjustments

During the course of our audit, we accumulate differences between amounts recorded by the City and amounts that we believe are required to be recorded under GAAP and GASB reporting guidelines. For the fiscal year ended September 30, 2021, the City has elected to record the following adjustments (simplified for presentation in this letter):

<b>Adjusting Journal Entries JE # 1</b>		
To move assets expensed to outlay.		
516640-01	CAP. OUTLAY - COMPUTERS	\$15,773
521645-01	CAPITAL OUTLAY - GRANTS	28,250
516499-01	COMPUTER- IT HARDWARE/SOFTWARE	\$15,773
521535-01	GRANT EXPENSE	28,250
<b>Total</b>		<b>\$44,023</b> <b>\$44,023</b>
<b>Adjusting Journal Entries JE # 2</b>		
To record revenue earned during fiscal year.		
135100-01	ACCOUNTS RECEIVABLE	\$4,151
343410-01	SOLID WASTE REV COMM.	\$4,151
<b>Total</b>		<b>\$4,151</b> <b>\$4,151</b>
<b>Adjusting Journal Entries JE # 3</b>		
To adjust net assets for current year.		
271800-08	NET ASSETS - STORMWATER	\$9,494
271100-01	NET ASSETS-PRIOR	\$382
271155-01	NET ASSETS - RESERVE PREPAID	7,678
271300-03	NET ASSETS-POLICE IMPACT FEES	913
271400-04	NET ASSETS - POLICE EDU FD	105
271700-07	NET ASSETS-FIRE/RESCUR IMPACT	416
<b>Total</b>		<b>\$9,494</b> <b>\$9,494</b>
<b>Adjusting Journal Entries JE # 4</b>		
To remove items that were capitalized below threshold.		
513440-01	OFFICE EQUIP	\$2,376
521462-01	BUILDING RENOVATIONS/MAINT	240
513620-01	CAPITAL OUTLAY-RENOVATE CH	\$2,376
521640-01	CAP. OUTLAY - PD VEHICLES & EQ	240
<b>Total</b>		<b>\$2,616</b> <b>\$2,616</b>
<b>Adjusting Journal Entries JE # 11</b>		
To reclass assignment for next year's budget		
271100-01	NET ASSETS-PRIOR	\$191,344
271110-01	ASSIGNED FOR SUBSEQUENT YEARS BUDGET	\$191,344
<b>Total</b>		<b>191,344</b> <b>191,344</b>

## Summary of Audit Adjustments



<b>Adjusting Journal Entries JE # 12</b>			
To reverse client entry to capital lease payable			
221000-20	CAPITAL LEASES PAYABLE - PD	\$21,918	
181000-20	AMT TO BE PROVIDED/GLTD		\$21,918
<b>Total</b>		<b>\$21,918</b>	<b>\$21,918</b>

<b>Adjusting Journal Entries JE # 14</b>			
To move interest expense from principal			
521642-01	VEHICLE INTEREST EXPENSE	\$2,145	
521643-01	VEHICLE PRINCIPAL EXPENSE		\$2,145
<b>Total</b>		<b>\$2,145</b>	<b>\$2,145</b>

There were no uncorrected adjustments as a result of our audit procedures.

### QUALITATIVE MATERIALITY CONSIDERATIONS

In evaluating the materiality of audit differences when they do arise, we consider both quantitative and qualitative factors, for example:

- Whether the difference arises from an item capable of precise measurement or whether it arises from an estimate, and, if so, the degree of imprecision inherent in the estimate.
- Whether the difference masks a change in earnings or other trends.
- Whether the difference changes a net decrease in assets to addition, or vice versa.
- Whether the difference concerns an area of the City’s operating environment that has been identified as playing a significant role in the City’s operations or viability.
- Whether the difference affects compliance with regulatory requirements.
- Whether the difference has the effect of increasing management’s compensation – for example, by satisfying requirements for the award of bonuses or other forms of incentive compensation.
- Whether the difference involves concealment of an unlawful transaction.

March 9, 2022

Carr Riggs & Ingram, LLC  
215 Baytree Drive  
Melbourne, FL 32940

This representation letter is provided in connection with your audit of the financial statements of City of Edgewood, Florida (the "City"), which comprise the respective financial position of the governmental activities and each major fund information as of September 30, 2021, and the respective changes in financial position for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of March 9, 2022, the following representations made to you during your audit.

#### **Financial Statements**

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated August 16, 2021, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government. There are no component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
- 6) There are no known related-party relationships or transactions that need to be accounted for or disclosed in accordance with U.S. GAAP.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements.

- 8) You have proposed adjusting journal entries that have been posted to the entity's accounts. We are in agreement with those adjustments.
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 10) Expenditures of federal awards and state programs were below the \$750,000 threshold in the fiscal year ended September 30, 2021, and we were not required to have an audit in accordance with Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance) or the Florida Single Audit Act.
- 11) There are no guarantees, whether written or oral, under which the City is contingently liable.

**Information Provided**

- 12) We have provided you with:
  - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters and all audit or relevant monitoring reports, if any, received from funding sources.
  - b) Additional information that you have requested from us for the purpose of the audit.
  - c) Unrestricted access to persons within the City from whom you determined it necessary to obtain audit evidence.
  - d) Minutes of the meetings of the City Council or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 13) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 14) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 15) We have no knowledge of any fraud or suspected fraud that affects the City and involves—
  - Management,
  - Employees who have significant roles in internal control, or
  - Others where the fraud could have a material effect on the financial statements.
- 16) We have no knowledge of any allegations of fraud or suspected fraud affecting the City's financial statements communicated by employees, former employees, regulators, or others.
- 17) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
- 18) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- 19) The City has no transactions with related parties.
- 20) We believe the actuarial assumptions and methods used to measure pension and OPEB liabilities and related costs for financial accounting purposes are appropriate in the circumstances.

**Government-specific**

- 21) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 22) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 23) The City has no plans or intentions that may materially affect the carrying value or classification of assets, deferred outflows of resources, liabilities, deferred inflows of resources, and fund balance or net position.
- 24) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and legal and contractual provisions for reporting specific activities in separate funds.
- 25) There are no instances that have occurred or are likely to have occurred, of fraud or noncompliance with provisions of laws and regulations that would have a material effect on the financial statements or other financial data significant to the audit objectives, or any other instances that warrant the attention of those charged with governance.
- 26) We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
- 27) We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
- 28) We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
- 29) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 30) As part of your audit, you assisted with preparation of the financial statements and related notes, the preparation of the City's depreciation schedule, the calculation of the City's estimated compensated absence liability, and the preparation of the City's Florida Department of Transportation Local Highway Finance Report. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating the following individuals, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed – Mayor John Dowless; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related notes, the depreciation schedule, the compensated absence liability and the Florida Department of Transportation Local Highway Finance Report.
- 31) The City has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 32) The City has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.



- 33) The financial statements properly classify all funds and activities in accordance with GASB Statement No. 34, as amended.
- 34) All funds that meet the quantitative criteria in GASBS Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 35) Components of net position (net investment in capital assets; restricted; and unrestricted) and classifications of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
- 36) Investments are properly valued.
- 37) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 38) Revenues are appropriately classified in the statement of activities within program revenues and general revenues.
- 39) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 40) Deposits and investment securities are properly classified as to risk and are properly disclosed.
- 41) Receivables recorded in the financial statements represent valid claims against debtors for transactions arising on or before the balance sheet date and have been reduced to their estimated net realizable value.
- 42) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated or amortized.
- 43) There are no tax abatement agreements to be disclosed in the notes to the financial statements.
- 44) We have appropriately disclosed the City's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 45) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
- 46) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
- 47) We have not completed the process of evaluating the impact that will result from adopting Governmental Accounting Standards Board statements that will become effective in future fiscal years, as discussed in Note 1. The City is therefore unable to disclose the impact that adopting these statements will have on its financial position and the results of its operations when the statements are adopted.
- 48) We have responded fully to all inquiries made to us by you during the engagement.

**Compliance with Florida Statute 218.415**

- 49) The City is in compliance with Florida Statute 218.415, *Local Government Investment Policies*, in all respects.
- 50) We are responsible for complying with Florida Statute 218.415, *Local Government Investment Policies*.
- 51) We are responsible for establishing and maintaining effective internal control over compliance.

- 52) We have performed an evaluation of the City's compliance with Florida Statute 218.415, *Local Government Investment Policies*.
- 53) All relevant matters are reflected in the measurement or evaluation of the City's compliance with the specified requirements.
- 54) We are responsible for selecting the specified requirements and for determining that the specified requirements are appropriate for our purposes.
- 55) We have disclosed to you all known noncompliance with Florida Statute 218.415, *Local Government Investment Policies*, including noncompliance occurring after September 30, 2021, if any.
- 56) We have provided you with all relevant information and access to information and personnel in connection with your examination of compliance with Florida Statute 218.415, *Local Government Investment Policies*.
- 57) Our interpretation of Florida Statute 218.415, *Local Government Investment Policies* is as follows:
  - a) As the City has elected to invest surplus funds in demand deposits with qualified public depositories or external investment pools in compliance with section 218.415(17) of the Florida Statutes, the provisions of section 218.415(14) requiring a minimum number of hours of completion of continuing professional education do not apply.
- 58) We have disclosed to you all known matters that may contradict the City's compliance with the specified requirements and we have disclosed to you all communications from regulatory agencies, consultants and others regarding possible noncompliance with Florida Statute 218.415, *Local Government Investment Policies*, including communications received between September 30, 2021 and March 9, 2022.

Signature: \_\_\_\_\_

Title: Mayor \_\_\_\_\_



**City of Edgewood, Florida**  
**FINANCIAL STATEMENTS**  
**September 30, 2021**



**CRI** CARR  
RIGGS &  
INGRAM

CPAs and Advisors

[CRIcpa.com](http://CRIcpa.com)

**City of Edgewood, Florida  
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As of September 30, 2021**

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**City of Edgewood, Florida  
City Officials  
As of September 30, 2021**

**MAYOR**

John Dowless

**COUNCIL PRESIDENT**

Richard Alan Horn

**COUNCIL PRESIDENT PRO TEM**

Ben Pierce

**CITY COUNCIL**

Lee Chotas  
Susan Lomas  
Chris Rader

**CITY ATTORNEY**

Drew Smith

**CITY CLERK**

Bea Meeks



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## **INDEPENDENT AUDITORS' REPORT**

The Honorable Mayor and City Council  
The City of Edgewood, Florida

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities and each major fund of the City of Edgewood, Florida (the "City"), as of and for the year ended September 30, 2021, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

#### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### ***Auditors' Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.



**Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities and each major fund of the City of Edgewood, Florida as of September 30, 2021, and the changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Other Matters**

*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, the budgetary comparison information, the defined benefit pension plan supplementary information and the other postemployment benefits supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated March 9, 2022 on our consideration of the City of Edgewood, Florida's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Edgewood, Florida's internal control over financial reporting and compliance.

*Carr, Riggs & Ingram, L.L.C.*

Melbourne, Florida  
March 9, 2022

## City of Edgewood, Florida Management's Discussion and Analysis

As management of the City of Edgewood, Florida (the "City"), we offer readers of the financial statements this narrative overview and analysis of the financial activities of the City of Edgewood, Florida, for the fiscal year ended September 30, 2021.

### Financial Highlights

- The assets and deferred outflows of resources of the City of Edgewood, Florida, exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$3,687,708 (net position). Of this amount, \$1,080,119 represents unrestricted net position which may be used to meet the City's ongoing obligations to citizens and creditors.
- The City's total net position decreased by \$62,126, compared to a prior year decrease of \$136,911.
- As of the close of the current fiscal year, the City of Edgewood, Florida's governmental funds reported combined ending fund balances of \$3,551,023, a decrease of \$133,412 in comparison with the prior year. This is mainly due to the decrease in charges for services and fines and forfeitures combined with increases in several public safety expenditure categories and capital outlay.
- The City entered into a new capital lease for the acquisition of two police vehicles in the amount of \$97,700, increasing the capital lease liability (net of current year lease payments) at the end of fiscal year 2021 to \$150,720.

### Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City of Edgewood, Florida's basic financial statements. The City of Edgewood, Florida's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements and 3) notes to the financial statements. This report also contains other required supplementary information (RSI) in addition to the basic financial statements themselves.

**Government-wide financial statements.** The government-wide financial statements are designed to provide readers with a broad overview of the City of Edgewood, Florida's finances, in a manner like a private-sector business. All the City's activities are reported as governmental activities in the government-wide financial statements.

The statement of net position presents information on all the City of Edgewood, Florida's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, with the difference between the elements reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City of Edgewood, Florida is improving or deteriorating.

The statement of activities presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

## City of Edgewood, Florida Management's Discussion and Analysis

The government-wide financial statements can be found on pages 17 – 18 of this report.

**Fund financial statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City of Edgewood, Florida, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All the funds of the City of Edgewood, Florida are governmental funds.

*Governmental funds.* Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City of Edgewood, Florida, maintains two individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund and the Roads and Streets Fund, which are considered to be major funds. The City has no "nonmajor funds".

The basic governmental fund financial statements can be found on pages 19 – 22 of this report.

**Notes to the financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 23 – 46 of this report.

**Other information.** In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information (RSI) concerning the City of Edgewood, Florida's budgetary compliance, other postemployment benefits and pension obligations. The City of Edgewood, Florida adopts an annual appropriated budget for its General Fund and the Roads and Streets Fund. A budgetary comparison statement has been provided for these funds to demonstrate compliance with the budgets.

Required supplementary information can be found on pages 48 – 56 of this report.

## City of Edgewood, Florida Management’s Discussion and Analysis

### Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a City’s financial position. In the case of the City of Edgewood, Florida, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$3,687,708 at the close of the most recent fiscal year.

The following table reflects the condensed statement of net position:

**CITY OF EDGEWOOD, FLORIDA’S Net Position**

	2021	2020	Change
<b>Assets</b>			
Current and other assets	\$ 3,725,723	\$ 3,884,504	-4%
Net capital assets	2,499,846	2,517,081	-1%
<b>Total assets</b>	<b>6,225,569</b>	<b>6,401,585</b>	<b>-3%</b>
<b>Deferred outflows of resources</b>	<b>528,851</b>	<b>979,460</b>	<b>-46%</b>
<b>Liabilities</b>			
Current liabilities	151,468	185,162	-18%
Noncurrent liabilities	1,185,630	3,303,337	-64%
<b>Total liabilities</b>	<b>1,337,098</b>	<b>3,488,499</b>	<b>-62%</b>
<b>Deferred inflows of resources</b>	<b>1,729,614</b>	<b>142,712</b>	<b>1112%</b>
<b>Net position</b>			
Invested in capital assets, net of related debt	2,349,126	2,390,774	-2%
Restricted net position	258,463	474,908	-46%
Unrestricted net position	1,080,119	884,152	22%
<b>Total net position</b>	<b>\$ 3,687,708</b>	<b>\$ 3,749,834</b>	<b>-2%</b>

By far the largest portion of the City of Edgewood, Florida’s net position reflects its investment in capital assets (e.g., land, buildings, improvements, equipment, and infrastructure); less any related debt used to acquire those assets still outstanding.

The City of Edgewood, Florida, uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City of Edgewood, Florida reports net investment in capital assets, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. An additional \$258,463 of the City’s net position represents resources that are subject to external restrictions on how they may be used.

At the end of the current fiscal year, the City of Edgewood, Florida reported an OPEB liability of \$52,121; compensated absences of \$150,899; aggregate net pension liability of \$831,890; and

**City of Edgewood, Florida**  
**Management's Discussion and Analysis**

pension-related deferred inflows of resources of \$528,851 offset by OPEB- and pension-related deferred outflows of resources of \$1,706,382. These liabilities are not currently funded.

The following table shows condensed revenue and expense data:

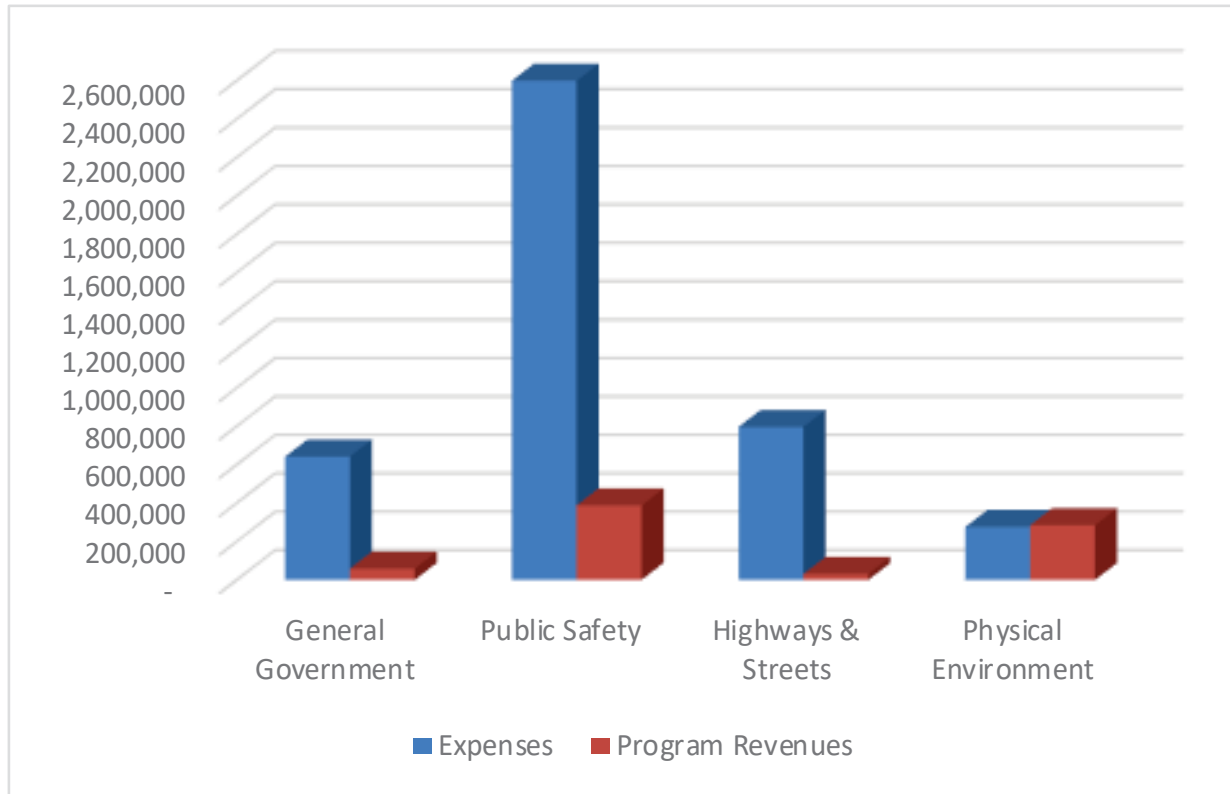
**CITY OF EDGEWOOD, FLORIDA'S Changes in Net Position**

	2021	2020	Change
<b>General Revenue:</b>			
Property taxes	\$ 2,003,572	\$ 1,873,834	7%
Franchise and utility taxes	786,224	764,206	3%
State revenue sharing	493,305	456,847	8%
Other taxes	112,602	110,442	2%
Unrestricted investment earnings	10,714	16,398	-35%
Miscellaneous	103,527	157,446	-34%
<b>Program Revenue:</b>			
Charges for services	666,406	805,106	-17%
Operating grants and contributions	91,928	6,660	1280%
Capital grants and contributions	4,952	41,474	100%
<b>Total revenue</b>	<b>4,273,230</b>	<b>4,232,413</b>	<b>1%</b>
<b>Expenses:</b>			
General government	641,788	816,630	-21%
Public safety	2,611,368	3,018,974	-14%
Highways and streets	796,644	243,136	228%
Physical environment	276,433	282,504	0%
Interest	9,123	8,080	100%
<b>Total expenses</b>	<b>4,335,356</b>	<b>4,369,324</b>	<b>-1%</b>
 Change in net position	 (62,126)	 (136,911)	 -55%
 Total net position, beginning of year	 3,749,834	 3,886,745	 -4%
<b>Total net position, end of year</b>	<b>\$ 3,687,708</b>	<b>\$ 3,749,834</b>	<b>-2%</b>

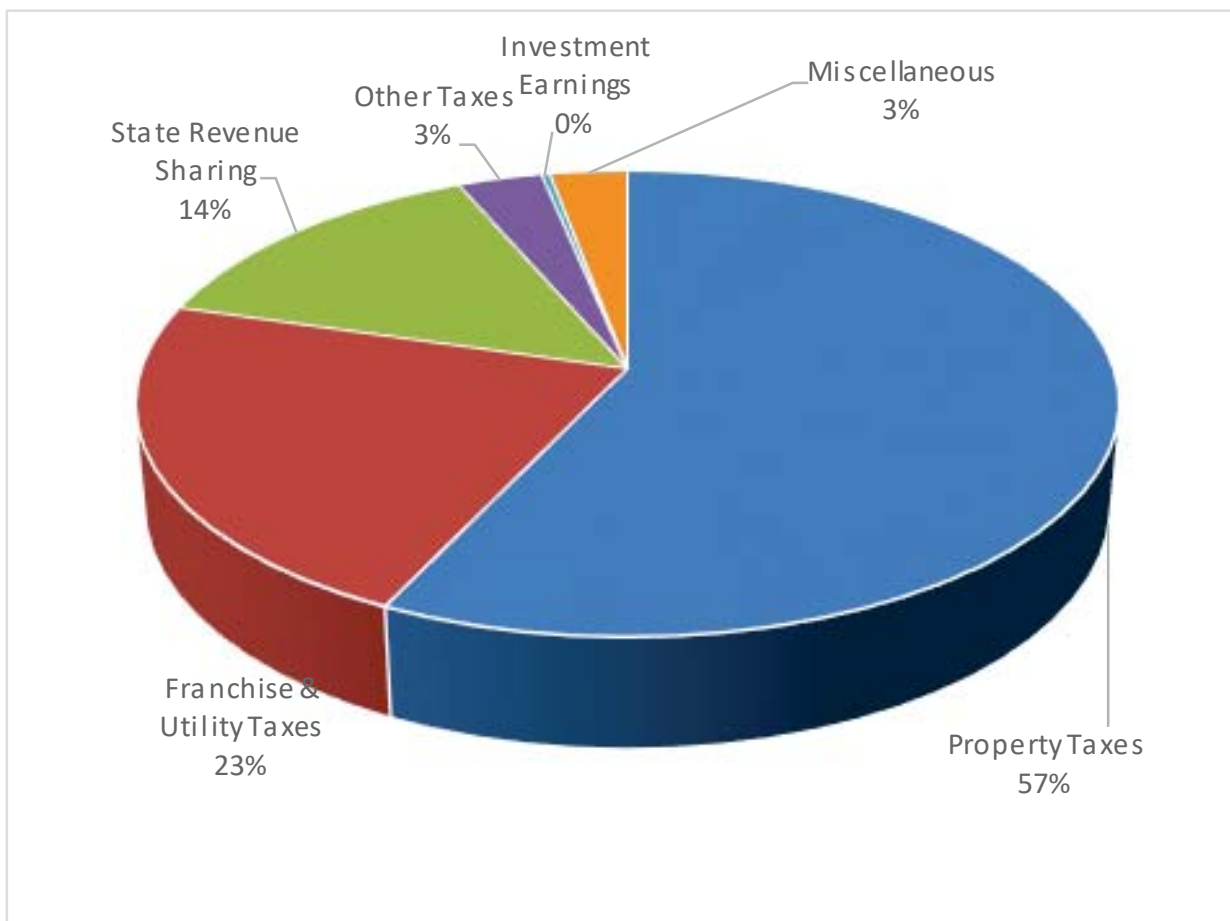
The City's net position decreased by \$62,126 during the current fiscal year, primarily due to an increase in tax revenues and operating grants that was offset by the increase in highways and streets expenditures and a decrease in charges for services.

## City of Edgewood, Florida Management's Discussion and Analysis

**Statement of Activities – Government-wide  
Expenses and Program Revenues**



**Statement of Activities – Government-wide  
General Revenues by Source**



## City of Edgewood, Florida Management's Discussion and Analysis

### Financial Analysis of the City's Funds

As noted earlier, the City of Edgewood, Florida, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** The focus of the City of Edgewood, Florida's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City of Edgewood, Florida's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a City's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the City of Edgewood, Florida's governmental funds reported combined ending fund balances of \$3,551,023, a decrease of \$133,412 in comparison with the prior year. The fund balances of nonspendable, restricted or committed indicate that it is not available for new spending because it is obligated for prepaid items (\$61,337), restricted for specific purposes (\$258,463) or committed to pay for impact-fee funded projects (\$55,874). Additionally, the City has assigned amounts to cover operating costs in the 2022 budget (\$191,344). Unrestricted, unassigned fund balance was \$2,984,005 at year end. Pursuant to Section 5.09 of the City's Charter, the City's unrestricted reserves shall not exceed 75% of gross annual revenues. At September 30, 2021, the unrestricted, unassigned fund balance approximated 73% of gross annual revenues.

The General Fund is the chief operating fund of the City of Edgewood, Florida. At the end of the current fiscal year, unassigned fund balance was \$2,984,005, while total fund balance was \$3,480,042. The fund balance of the City of Edgewood, Florida's General Fund increased by \$94,194 during the current fiscal year. The increase is primarily due to an increase in property tax revenues and intergovernmental revenue.

The Roads and Streets Fund has a total fund balance of \$70,981, which is restricted for transportation costs and projects. Fund balance decreased by \$227,606 primarily due to the increased expenditures for highways and streets.

### General Fund Budgetary Highlights

Total revenues were over budget by \$175,301 due primarily to increases in property tax revenues, and intergovernmental revenue. Similarly, total expenditures were under budget by \$190,253 primarily due to financial and administrative operating expenditures and public safety operating expenditures being less than anticipated.

Total revenues in between the original budget and the final amended budget increased \$171,590 due primarily to increases in amounts budgeted for taxes and intergovernmental revenue.

Major differences between the original budget and the final amended budget (net increase of \$274,390 in appropriated expenditures) can be briefly summarized as follows:

- \$162,076 in increases in Capital Outlay for Public Safety;
- \$49,000 in increases in Fire Protection Operating Costs; and
- \$75,600 in increases in Debt Service Principal for Public Safety

## City of Edgewood, Florida Management's Discussion and Analysis

### Capital Asset and Debt Administration

**Capital assets.** The City of Edgewood, Florida's investment in capital assets as of September 30, 2021, amounts to \$2,499,846 (net of accumulated depreciation). This investment in capital assets includes land, buildings, machinery and equipment, and infrastructure. The total decrease in the City of Edgewood, Florida's investment in capital assets for the current fiscal year was approximately 1 percent.

#### CITY OF EDGEWOOD, FLORIDA'S Capital Assets (net of depreciation)

	2021	2020	Change
Land	\$ 284,796	\$ 284,796	0%
Buildings	254,677	250,388	2%
Machinery and equipment	381,606	296,435	29%
Infrastructure	1,578,767	1,685,462	-6%
<b>Total</b>	<b>\$ 2,499,846</b>	<b>\$ 2,517,081</b>	<b>-1%</b>

Additional information on the City of Edgewood, Florida's capital assets can be found in Note 2 on page 35 of this report.

**Capital leases payable.** At the end of the current fiscal year, the City of Edgewood, Florida, had total capital leases outstanding of \$150,720.

#### CITY OF EDGEWOOD, FLORIDA'S Outstanding Debt - Capital Leases

	2021	2020	Change
Capital lease City vehicles	\$ 150,720	\$ 126,307	19%
<b>Total</b>	<b>\$ 150,720</b>	<b>\$ 126,307</b>	

The City's total capital lease obligations had a net increase of \$24,413 during the current fiscal year due to the addition of a new capital lease net of current year debt service payments.

### Economic Factors and Next Year's Budgets and Rates

- Road and street maintenance will continue into the next fiscal year.
- City Hall continues to plan for a staff addition of a part-time administrative assistant, with the goal to become a full-time employee in 2022. The full-time position includes full-time benefits pursuant to the City's adopted Personnel Policy.
- Code Enforcement is now under the Police Department. Code Enforcement Officer Salemi is a full-time civilian employee who performs this role as well as other duties.



## City of Edgewood, Florida Management's Discussion and Analysis

- The City will renew the Novo Solutions asset management software application, which was implemented in 2021. The forecasted budget amount, falling under the Information Technology (IT) budget, is \$8,445.
- The City anticipates updating the Laserfiche records with Municode. The update will include the Minutes, Ordinances and Resolutions from 2015 through 2021. The anticipated cost associated with this service is \$10,000.
- In response to the Coronavirus pandemic that began in 2020, the City has retained the services of The Balmoral Group to properly capture ARPA funds to help offset the continued shortfall of revenues resulting from the pandemic. Mayor Dowless is forming an ad-hoc committee to make recommendations in tandem with Balmoral to identify projects that meet the criteria for the balance of the ARPA funds.
- Red light camera contract was canceled. No new revenue will be expected from this source.
- The City is considering involuntary residential annexations; this may impact planner, attorney, and possible engineer fees.

### Requests for Information

This financial report is designed to provide a general overview of the City of Edgewood, Florida's finances for all those with an interest in the City's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the City Clerk, City of Edgewood, 405 Bagshaw Way, Edgewood, Florida, 32809.



**City of Edgewood, Florida**  
Basic Financial Statements



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**City of Edgewood, Florida**  
**Statement of Net Position**

<u>September 30, 2021</u>	<u>Governmental Activities</u>
<b>Assets</b>	
Cash and cash equivalents	\$ 3,440,364
Receivables, net	127,888
Prepaid items	61,337
Due from other governments	96,134
Capital assets	
Non-depreciable	284,796
Depreciable, net	2,215,050
<b>Total assets</b>	<b>6,225,569</b>
<b>Deferred Outflows of Resources</b>	
Deferred outflows related to pensions	528,851
<b>Total deferred outflows of resources</b>	<b>528,851</b>
<b>Liabilities</b>	
Accounts payable	109,248
Accrued liabilities	42,220
Noncurrent liabilities:	
Due within one year	
Compensated absences	30,821
Leases	38,484
Other postemployment benefits	2,774
Due in more than one year	
Compensated absences	120,078
Leases	112,236
Other postemployment benefits	49,347
Net pension liability	831,890
<b>Total liabilities</b>	<b>1,337,098</b>
<b>Deferred Inflows of Resources</b>	
Deferred revenue - business tax receipts	23,232
Deferred inflows related to pensions	1,668,974
Deferred inflows related to other postemployment benefits	37,408
<b>Total deferred inflows of resources</b>	<b>1,729,614</b>
<b>Net Position</b>	
Net investment in capital assets	2,349,126
Restricted for	
Public safety	173,048
Road projects	70,981
Stormwater	14,434
Unrestricted	1,080,119
<b>Total net position</b>	<b>\$ 3,687,708</b>

*The accompanying notes are an integral part of this financial statement.*

**City of Edgewood, Florida**  
**Statement of Activities**

*For the year ended September 30, 2021*

Functions/Programs	Program Revenues				Net (Expense) Revenue and Change in Net Position
	Expenses	Charges for Services and Fines	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental activities					
General government	\$ 641,788	\$ 58,127	\$ 527	\$ -	\$ (583,134)
Public safety	2,611,368	295,728	91,401	802	(2,223,437)
Highways and streets	796,644	26,909	-	4,150	(765,585)
Physical environment	276,433	285,642	-	-	9,209
Interest expense	9,123	-	-	-	(9,123)
<b>Total governmental activities</b>	<b>\$ 4,335,356</b>	<b>\$ 666,406</b>	<b>\$ 91,928</b>	<b>\$ 4,952</b>	<b>(3,572,070)</b>

General revenues:

Property taxes, levied for general purposes	2,003,572
Franchise and utility taxes	786,224
State revenue sharing	493,305
Other taxes	112,602
Unrestricted investment earnings	10,714
Miscellaneous	103,527
<b>Total general revenues</b>	<b>3,509,944</b>
 Change in net position	 (62,126)
 Net position, beginning of year	 3,749,834
<b>Net position, end of year</b>	<b>\$ 3,687,708</b>

*The accompanying notes are an integral part of this financial statement.*

**City of Edgewood, Florida**  
**Balance Sheet – Governmental Funds**

<i>September 30, 2021</i>	General	Roads and Streets	Total Governmental Funds
<b>Assets</b>			
Cash and cash equivalents	\$ 3,373,640	\$ 66,724	\$ 3,440,364
Receivables	127,697	191	127,888
Due from other governments	86,471	9,663	96,134
Prepaid items	61,337	-	61,337
<b>Total assets</b>	<b>3,649,145</b>	<b>76,578</b>	<b>3,725,723</b>
<b>Liabilities, Deferred Inflows of Resources, and Fund Balances</b>			
Liabilities			
Accounts payable	\$ 103,651	\$ 5,597	\$ 109,248
Accrued liabilities	42,220	-	42,220
<b>Total liabilities</b>	<b>145,871</b>	<b>5,597</b>	<b>151,468</b>
<b>Deferred inflows of resources</b>			
Deferred revenue - business tax receipts	23,232	-	23,232
<b>Total deferred inflows of resources</b>	<b>23,232</b>	<b>-</b>	<b>23,232</b>
Fund balances			
Nonspendable			
Prepays	61,337	-	61,337
Restricted for			
Roads and streets	-	70,981	70,981
Public safety	173,048	-	173,048
Stormwater	14,434	-	14,434
Committed for			
Impact fees	55,874	-	55,874
Assigned for subsequent year's budget	191,344	-	191,344
Unassigned	2,984,005	-	2,984,005
<b>Total fund balances</b>	<b>3,480,042</b>	<b>70,981</b>	<b>3,551,023</b>
<b>Total liabilities, deferred inflows of resources, and fund balances</b>	<b>\$ 3,649,145</b>	<b>\$ 76,578</b>	<b>\$ 3,725,723</b>

*The accompanying notes are an integral part of this financial statement.*

**City of Edgewood, Florida**  
**Reconciliation of the Balance Sheet of Governmental Funds**  
**to the Statement of Net Position**

September 30, 2021

Total fund balances - governmental funds		\$ 3,551,023
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.		
Governmental capital assets	\$ 5,905,890	
Less accumulated depreciation and amortization	<u>(3,406,044)</u>	2,499,846
Deferred outflows of resources related to pensions are not recognized in the governmental funds; however, they are recorded in the statement of net position under full accrual accounting.		
		528,851
Deferred inflows of resources related to pensions are not recognized in the governmental funds; however, they are recorded in the statement of net position under full accrual accounting.		
		(1,668,974)
Deferred inflows of resources related to OPEB are not recognized in governmental funds; however, they are recorded in the statement of net position under full accrual accounting.		
		(37,408)
Long-term liabilities, including total OPEB liability, net pension liability and compensated absences, are not due and payable in the current period and, therefore, are not reported in the funds.		
Net pension liability	\$ (831,890)	
Leases	(150,720)	
Compensated absences	(150,899)	
Other postemployment benefits	(52,121)	(1,185,630)
<hr/>		
Net position of governmental activities		<u>\$ 3,687,708</u>

*The accompanying notes are an integral part of this financial statement.*

**City of Edgewood, Florida**  
**Statement of Revenues, Expenditures and Changes in Fund Balances –**  
**Governmental Funds**

<i>For the year ended September 30, 2021</i>	General	Roads and Streets	Total Governmental Funds
<b>Revenues</b>			
Taxes	\$ 2,789,796	\$ 81,400	\$ 2,871,196
Licenses and permits	53,094	-	53,094
Intergovernmental	586,867	28,975	615,842
Charges for services	343,092	-	343,092
Fines and forfeitures	243,311	-	243,311
Impact fees	1,329	4,150	5,479
Investment earnings	10,710	4	10,714
Miscellaneous	69,135	61,367	130,502
<b>Total revenues</b>	<b>4,097,334</b>	<b>175,896</b>	<b>4,273,230</b>
<b>Expenditures</b>			
Current			
General government	633,504	-	633,504
Public safety	2,601,440	-	2,601,440
Highways and streets	-	680,539	680,539
Physical environment	267,076	-	267,076
Capital outlay	239,373	-	239,373
Debt service			-
Principal	73,287	-	73,287
Interest	9,123	-	9,123
<b>Total expenditures</b>	<b>3,823,803</b>	<b>680,539</b>	<b>4,504,342</b>
Excess (deficiency) of revenues over (under) expenditures	273,531	(504,643)	(231,112)
<b>Other Financing Sources (Uses)</b>			
Transfers in	120,553	397,590	518,143
Transfers out	(397,590)	(120,553)	(518,143)
Leases	97,700	-	97,700
<b>Net other financing sources (uses)</b>	<b>(179,337)</b>	<b>277,037</b>	<b>97,700</b>
Net change in fund balances	94,194	(227,606)	(133,412)
Fund balances, beginning of year	3,385,848	298,587	3,684,435
<b>Fund balances, end of year</b>	<b>\$ 3,480,042</b>	<b>\$ 70,981</b>	<b>\$ 3,551,023</b>

*The accompanying notes are an integral part of this financial statement.*



**City of Edgewood, Florida**

**Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities**

<i>For the year ended September 30,</i>	<u>2021</u>
Net change in fund balances - total governmental funds	\$ (133,412)
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation exceeds capital outlay in the current period.	(16,141)
In the statement of activities, only the gain or loss on the sale of capital assets are reported. However, in the governmental funds, the proceeds from the sale increase financial resources. Thus, the change in net position differs from the change in fund balances by the cost of the capital assets sold or disposed.	(1,094)
Issuance of long-term debt is an other financing source in the governmental funds, but increases long-term liabilities in the statement of net position.	(97,700)
Repayment of note principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.	73,287
Compensated absences are reported in the statement of activities when earned. As they do not require the use of current financial resources, they are not reported as expenditures on governmental funds until they have matured. This is the amount of compensated absences reported in the statement of activities in the prior year that has matured in the current year.	(105,290)
Other postemployment benefit obligation reported in the statement of activities does not require the use of current financial resources; therefore, is not reported as an expenditure in governmental funds.	10,722
Cash pensions contributions reported in the funds were greater than the calculated pension expense on the statement of activities and therefore increase net position.	207,502
Change in net position of governmental activities	\$ (62,126)

*The accompanying notes are an integral part of this financial statement.*

## City of Edgewood, Florida Notes to Financial Statements

### Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Edgewood, Florida, ("the City") is a political subdivision of the State of Florida, located in Orange County. The City was incorporated as a municipality in 1924 pursuant to Chapter 69-1039 of the Laws of Florida. The City operates under the council-mayor form of government according to its charter. The current City Code authorizes the following services: public safety, street, public improvements, planning and zoning, and general administrative services. Public utilities, education, health, and welfare are administered by other governmental entities.

#### **Reporting Entity**

The City is a municipal corporation governed by an elected mayor and a five-member governing council (the "Council"). There are no entities considered to be component units of the City; therefore, the financial statements include only the operations of the City. The accounting policies of the City conform to generally accepted accounting principles (GAAP) as applied to governmental units. The more significant accounting policies used by the City are described below.

In evaluating the City as a reporting entity, management has considered all potential component units in accordance with Section 2100: *Defining the Financial Reporting Entity* of the Governmental Accounting Standards Board (GASB) Codification. The City does not exercise control over other government agencies or authorities.

#### **Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government. The City only has governmental activities, which normally are supported by taxes, intergovernmental revenues, and other nonexchange transactions.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

#### **Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as *current financial resources* or *economic resources*. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

**City of Edgewood, Florida**  
**Notes to Financial Statements**

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***Measurement Focus, Basis of Accounting and Financial Statement Presentation (continued)***

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period.

For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

Property taxes, sales taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year end). Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year end). All other revenue items are considered to be measurable and available only when cash is received by the City.

***Government-Wide Financial Statements***

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from governmental funds and separate financial statements are provided for governmental funds.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

## City of Edgewood, Florida Notes to Financial Statements

### Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### ***Fund Financial Statements***

The fund financial statements provide information about the City's funds. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. All remaining governmental funds are aggregated and reported as nonmajor funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

The City reports the following major governmental funds:

The *General Fund* is the City's primary operating fund. It accounts for all financial resources of the general government, except those accounted for in another fund.

The *Roads and Streets Fund* is used to account for the City's share of local option gas tax, 9<sup>th</sup> cent gas tax and state revenue sharing fuel tax and the expenditures made for the maintenance and improvement of the City's roads.

During the course of operations, the City has activity between funds for various purposes. Any residual balances outstanding at year end are reported as due from/to other funds and advances to/from other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in governmental activities (i.e., the governmental funds) are eliminated.

Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements.

#### ***Budgetary Information***

##### *Budgetary basis of accounting*

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the General Fund and the Roads and Streets Fund. The appropriated budget is prepared by fund, function, and department. The legal level of budgetary control (i.e., the level at which expenditures may not legally exceed appropriations) is the fund level.

Appropriations in all budgeted funds lapse at the end of the fiscal year even if they have related encumbrances. Encumbrances are commitments related to unperformed (executory) contracts for goods or services (i.e., purchase orders, contracts, and commitments). Encumbrance accounting is utilized to the extent necessary to assure effective budgetary control and accountability and to facilitate effective cash planning and control. While all appropriations and encumbrances lapse at year end, valid outstanding encumbrances (those for which performance under the executory contract is expected in the next year) are re-appropriated and become part of the subsequent year's budget pursuant to state regulations.

**City of Edgewood, Florida**  
**Notes to Financial Statements**

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***Assets, Deferred Outflows, Liabilities, Deferred Inflows, and Net Position or Equity***

*Cash and Cash Equivalents*

The City's cash and cash equivalents are considered to be cash on hand, demand deposits, short-term investments with original maturities of three months or less from the date of acquisition, and amounts deposited with the State of Florida Board of Administration Local Government Surplus Trust Fund (Florida PRIME), which is a local government investment pool.

This investment pool meets all of the specified criteria in GASB Codification Section 150: *Investments* to qualify to elect to measure its investment at amortized cost. Accordingly, the fair value of the City's position in the pool is equal to the value of the pooled shares.

*Receivables and Due from Other Governments*

Receivables and due from other governments represent amounts due for services provided to citizens and claims against another government which are measurable and have been accrued. Property taxes are considered fully collected (96% of the levy) during and prior to the end of the fiscal year. Therefore, no material amounts of property taxes are receivable as of September 30, 2021. Management has determined these amounts are collectible and no allowance for doubtful accounts is necessary.

*Interfund Activities and Transactions*

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "due from other funds" or "due to other funds" within the fund financial statements. Long-term borrowings between funds are classified as "advances to other funds" or "advances from other funds" in the fund financial statements. These amounts are eliminated in the governmental activities columns of the statement of net position.

Interfund transactions are reflected as services provided, reimbursements, or transfers. Services provided, deemed to be at or near market rates, are treated as revenues and expenditures/expenses. Reimbursements are when a fund incurs a cost, charges the appropriate benefitting fund, and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers.

*Prepaid Items*

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

**City of Edgewood, Florida  
Notes to Financial Statements**

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***Assets, Deferred Outflows, Liabilities, Deferred Inflows, and Net Position or Equity (Continued)***

*Capital Assets*

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g. roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the City as assets with an initial, individual cost of more than \$1,000 and an estimated useful life in excess of two years.

As the City constructs or acquires additional capital assets each period, including infrastructure assets, they are capitalized and reported at historical cost. The reported value excludes normal maintenance and repairs which are essentially amounts spent in relation to capital assets that do not increase the capacity or efficiency of the item or increase its estimated useful life. Donated capital assets are recorded at their estimated acquisition value at the date of donation.

Land and construction in progress are not depreciated. The other property, plant, equipment, and infrastructure of the primary government are depreciated using the straight line method over the following estimated useful lives:

Capital asset classes	Lives (Years)
Buildings	39
Building improvements	15
Machinery and equipment	5 - 10
Furniture and fixtures	7 - 10
Infrastructure	20 - 30
Software	3

*Deferred Outflows/Inflows of Resources*

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The City has one (1) item that qualifies for reporting as deferred outflows of resources.

- The *deferred outflows related to pensions*, reported in the government-wide statements of net position. The deferred outflows related to pensions are an aggregate of items related to pensions as calculated in accordance with GASB Codification Section P20: *Pension Activities – Reporting for Benefits Provided through Trusts That Meet Specified Criteria*. The deferred outflows related to pensions will be recognized as either pension expense or a reduction in the net pension liability in future reporting years.

**City of Edgewood, Florida**  
**Notes to Financial Statements**

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***Assets, Deferred Outflows, Liabilities, Deferred Inflows, and Net Position or Equity (Continued)***

*Deferred Outflows/Inflows of Resources*

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City has three (3) items that qualify for reporting as deferred inflows of resources.

- The *deferred inflows related to pensions* are an aggregate of items related to pensions as calculated in accordance with GASB Codification Section P20: *Pension Activities – Reporting for Benefits Provided through Trusts That Meet Specified Criteria*. The deferred inflows related to pensions will be recognized as a reduction to pension expense in future reporting years.
- The *deferred inflows related to other postemployment benefits (OPEB)* are an aggregate of items related to OPEB as calculated in accordance with GASB Codification Section P52: *Postemployment Benefits Other Than Pensions – Reporting Benefits Not Provided through Trusts That Meet Specified Criteria*.
- The *deferred revenue*, which arises only under a modified accrual basis of accounting, is reported only in the governmental funds balance sheet. The governmental funds report deferred revenues from one source: business tax receipts. This amount is deferred and recognized as an inflow of resources in the period that the amounts become available.

*Compensated Absences*

The City's policy permits employees to accumulate earned but unused vacation benefits and "comp" leave. Upon successful completion of the new hire probationary period, employees in authorized, budgeted part-time or full-time positions are eligible for payment of accumulated leave balances upon separation from City employment in good standing (layoff, resignation with proper notice, retirement). The liability for such leave is reported as incurred in the government-wide financial statements. A liability for those amounts is recorded in the governmental funds only if the liability has matured as a result of employee resignations or retirements. The liability for compensated absences includes salary-related benefits, where applicable.

*Long-Term Obligations*

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities statement of net position. In accordance with GASB Codification Section L20: *Leases*, leases that meet the criteria to be reported as capital leases are recorded as long-term debt and the leased assets are capitalized and depreciated.

**City of Edgewood, Florida**  
**Notes to Financial Statements**

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***Assets, Deferred Outflows, Liabilities, Deferred Inflows, and Net Position or Equity (Continued)***

*Long-Term Obligations (Continued)*

In the fund financial statements, governmental fund types recognize capital lease payments as debt service expenditures during the current period. The present value of a capital lease is reported as other financing sources in the period acquired.

*Pensions*

The City participates in cost-sharing, multiple-employer, defined benefit pension plans that are administered by the State Board of Administration, the Florida Retirement System. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, pension expense, information about the fiduciary net position, and additions to/deductions from the plan's fiduciary net position have been determined on the same basis as they are reported by the plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

*Other Postemployment Benefits (OPEB) Liability*

For purposes of measuring the net OPEB liability, deferred outflows/inflows of resources related to OPEB, and OPEB expense, the City uses the alternative measurement method as provided for in GASB Codification Section P52: *Postemployment Benefits Other Than Pensions – Report for Benefits Not Provided Through Trusts That Meet Specified Criteria*. For this purpose, benefit payments are recognized when due and payable in accordance with the benefit terms. There are no investments as this is a pay-as you-go plan.

*Categories and Classification of Fund Equity*

*Net position flow assumption* – Sometimes the City will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.



**City of Edgewood, Florida**  
**Notes to Financial Statements**

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***Assets, Deferred Outflows, Liabilities, Deferred Inflows, and Net Position or Equity (Continued)***

*Categories and Classification of Fund Equity (Continued)*

*Fund balance flow assumptions* – Sometimes the City will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

*Fund balance policies* – Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The City itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The provisions of GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, specifies the following classifications:

*Nonspendable fund balance* – Nonspendable fund balances are amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

*Restricted fund balance* – Restricted fund balances are restricted when constraints placed on the use of resources are either: (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

*Committed fund balance* – The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the City's highest level of decision-making authority. The governing council is the highest level of decision-making authority for the City that can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation.

**City of Edgewood, Florida**  
**Notes to Financial Statements**

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***Assets, Deferred Outflows, Liabilities, Deferred Inflows, and Net Position or Equity (Continued)***

*Categories and Classification of Fund Equity (Continued)*

*Assigned fund balance* – Amounts in the assigned fund balance classification are intended to be used by the City for specific purposes but do not meet the criteria to be classified as committed. The council may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

*Unassigned fund balance* – Unassigned fund balance is the residual classification for the General Fund.

***Revenues and Expenditures/Expenses***

*Program revenues* – Amounts reported as *program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions (including special assessments) that are restricted to meeting the operational or capital requirements of a particular function or segment. All taxes, including those dedicated for specific purposes, and other internally dedicated resources are reported as general revenues rather than as program revenues.

*Property taxes* – The City is permitted by State law to levy taxes up to 10 mills on assessed valuation. During a Special Session in June 2007, the Florida Legislature adopted HB1B, which limits property tax rates beginning in the 2008 fiscal year. This legislation established reductions in the millage rate based on a calculated growth in per capita taxes between the 2002 and 2007 fiscal years. The Legislature did authorize local governments to use the rolled back millage rate if approved by a super majority vote of the governing body. Property taxes attach as an enforceable lien on real property and are levied as of November 1st. The billings are considered past due as of April 1<sup>st</sup> following the levy date, at which time the applicable property is subject to lien, and penalties and interest are assessed. The City's levy for the fiscal year ended September 30, 2021 was 5.25 mills.

***Use of Estimates***

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make various estimates. Actual results could differ from those estimates. Estimates that are particularly susceptible to significant change in the near term are related to pension and other postemployment liabilities.

**City of Edgewood, Florida**  
**Notes to Financial Statements**

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***Subsequent Events***

Management has evaluated subsequent events through the date that the financial statements were available to be issued, March 9, 2022, and determined there were no events that occurred that required disclosure.

***Recently Issued and Implemented Accounting Pronouncements***

The Governmental Accounting Standards Board has issued statements that will become effective in future years. These statements are as follows:

In June 2017, the GASB issued Statement No. 87, *Leases*. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset.

Under this Statement, a lessee is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The requirements of this Statement are effective for reporting periods beginning after June 15, 2021.

In May 2020, the GASB issued GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*. This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset—an intangible asset—and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, *Leases*, as amended. The requirements of this Statement are effective for fiscal years beginning after June 15, 2022, and all reporting periods thereafter. Assets and liabilities resulting from SBITAs should be recognized and measured using the facts and circumstances that existed at the beginning of the fiscal year in which this Statement is implemented. Governments are permitted, but are not required, to include in the measurement of the subscription asset capitalizable outlays associated with the initial implementation stage and the operation and additional implementation stage incurred prior to the implementation of this Statement.

The City is evaluating the requirements of the above statements and the impact on reporting.

## City of Edgewood, Florida Notes to Financial Statements

### Note 2: DETAILED NOTES ON ALL FUNDS

#### *Deposits and Investments*

As of September 30, 2021, \$250,000 of the City's bank balances is covered by federal depository insurance (FDIC). Monies invested in amounts greater than the insurance coverage are secured by the qualified public depositories pledging securities with the State Treasurer in such amounts required by the Florida Security for Public Depositories Act. In the event of a default or insolvency of a qualified public depositor, the State Treasurer will implement procedures for payment of losses according to the validated claims of the City pursuant to Section 280.08, Florida Statutes.

The City has not adopted a separate investment policy and follows Section 218.45, Florida Statutes, which allows the City to invest in the Florida State Board of Administration intergovernmental investment pool or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act of 1969, direct obligations of the United States Government, obligations of the different agencies of the Federal Government, registered money market funds and accounts of state qualified public depositories.

At the close of the fiscal year, the City held investments in the Local Government Surplus Funds Trust Fund ("Florida PRIME") external investment pool. The Florida PRIME is administered by the Florida State Board of Administration (SBA), who provides regulatory oversight. On September 30, 2021, the City had \$42,080 invested in Florida PRIME. The fair value of the City's position in the pool is equal to the value of the pooled shares or net asset value.

Under GASB Codification 150: *Investments*, if a participant has an investment in a qualifying external investment pool that measures for financial reporting purposes all of its investments at amortized cost it should disclose the presence of any limitations or restrictions on withdrawals (such as redemption notice periods, maximum transaction amounts, and the qualifying external investment pool's authority to impose liquidity fees or redemption gates) in notes to the financial statements. As of September 30, 2021, there were no redemption fees or maximum transaction amounts, or any other requirements that serve to limit the City's access to 100 percent of their account value in either external investment pool.

*Custodial credit risk* – Custodial credit risk for deposits is the risk in the event of the failure of a depository financial institution a government may not be able to recover deposits. Monies placed on deposit with financial institutions in the form of demand deposits, time deposits or certificate of deposits are defined as public deposits. The financial institutions in which the City places its deposits are certified as "qualified public depositories," as required under the Florida Security for Public Deposits Act. For an investment, this is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

*Interest rate risk* – Interest rate risk is the possibility that interest rates will rise and reduce the fair value of an investment. The City's investment policy does not address interest rate risk.

**City of Edgewood, Florida**  
**Notes to Financial Statements**

**Note 2: DETAILED NOTES ON ALL FUNDS (Continued)**

***Deposits and Investments (Continued)***

*Credit risk* – Section 150: *Investments* of the GASB Codification requires that governments provide information about credit risk associated with their investments by disclosing the credit rating of investments in debt securities as described by nationally recognized statistical rating organizations.

*Foreign currency risk* – The City’s investments are not exposed to foreign currency risk.

*Concentration risk* – Section 150: *Investments* of the GASB Codification requires disclosures of investments in any one issuer that represents five percent or more of total investments, excluding investments issued or explicitly guaranteed by the U.S government, investments in mutual funds, external investments pools and other pooled investments.

***Receivables and Due from Other Governments***

Receivables and amounts due from other governments at September 30, 2021 consist of the following:

	General Fund	Roads and Streets Fund	Total
<i>Receivables:</i>			
Franchise fees and utility taxes	\$ 90,158	\$ -	\$ 90,158
Other receivables	37,539	191	37,730
<b>Total receivables</b>	<b>\$ 127,697</b>	<b>\$ 191</b>	<b>\$ 127,888</b>
 <i>Due from other governments:</i>			
Taxes	\$ 85,049	\$ 9,663	\$ 94,712
Red light citations	1,422	-	1,422
<b>Total due from other governments</b>	<b>\$ 86,471</b>	<b>\$ 9,663</b>	<b>\$ 96,134</b>

**City of Edgewood, Florida**  
**Notes to Financial Statements**

**Note 2: DETAILED NOTES ON ALL FUNDS (Continued)****Capital Assets**

The following is a summary of changes in capital assets during the year ended September 30, 2021:

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Governmental Activities</b>				
Capital assets, not being depreciated				
Land	\$ 284,796	\$ -	\$ -	\$ 284,796
Capital assets, not being depreciated	284,796	-	-	284,796
Capital assets, being depreciated				
Buildings	590,969	35,595	-	626,564
Machinery and equipment	1,052,119	203,778	(49,157)	1,206,740
Infrastructure	3,787,790	-	-	3,787,790
Capital assets, being depreciated	5,430,878	239,373	(49,157)	5,621,094
Less accumulated depreciation for				
Buildings	(340,581)	(31,306)	-	(371,887)
Machinery and equipment	(755,684)	(117,513)	48,063	(825,134)
Infrastructure	(2,102,328)	(106,695)	-	(2,209,023)
Total accumulated depreciation	(3,198,593)	(255,514)	48,063	(3,406,044)
Total capital assets being depreciated, net	2,232,285	(16,141)	-	2,215,050
Governmental activities capital assets, net	\$ 2,517,081	\$ (16,141)	\$ (1,094)	\$ 2,499,846

Depreciation expense was allocated to the governmental functions in the statement of activities as follows:

Governmental activities	
General government	\$ 34,939
Public safety	103,771
Highways and streets	106,603
Physical environment	10,201
Total depreciation expense - governmental activities	\$ 255,514

**City of Edgewood, Florida**  
**Notes to Financial Statements**

**Note 2: DETAILED NOTES ON ALL FUNDS (Continued)**

***Long-Term Debt and Liabilities***

*Leases*

The City has entered into lease agreements to obtain the right-to-use various vehicles. The total annual rental for the vehicles that the City paid for the fiscal year ended September 30, 2021 was \$43,426. The leases have a 5 year initial term and require annual payments between \$6,934 and \$11,169.

The following is a schedule of minimum future lease payments from lease agreements as of September 30:

<i>For the year ending September 30,</i>	Lease Liability	Interest Expense	Total
2022	\$ 38,484	\$ 7,787	\$ 46,271
2023	40,592	5,679	46,271
2024	28,710	3,357	32,067
2025	20,722	1,615	22,337
2026	22,212	125	22,337
<b>Total</b>	<b>\$ 150,720</b>	<b>\$ 18,563</b>	<b>\$ 169,283</b>

Leased vehicles are included in property and equipment as follows:

Vehicles	\$ 286,260
Less: accumulated amortization	(93,377)
<b>Total</b>	<b>\$ 192,883</b>

***Changes In Long-Term Liabilities***

Long-term liability activity for the year ended September 30, 2021, was as follows for governmental activities:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<b>Governmental activities</b>					
Leases	\$ 126,307	\$ 97,700	\$ (73,287)	\$ 150,720	\$ 38,484
Compensated absences	45,609	136,581	(31,291)	150,899	30,821
<b>Governmental activity long-term liabilities</b>	<b>\$ 171,916</b>	<b>\$ 234,281</b>	<b>\$ (104,578)</b>	<b>\$ 301,619</b>	<b>\$ 69,305</b>

**City of Edgewood, Florida**  
**Notes to Financial Statements**

**Note 2: DETAILED NOTES ON ALL FUNDS (Continued)**

***Changes In Long-Term Liabilities (continued)***

Capital leases and compensated absences will be liquidated in future periods primarily by the General Fund for governmental activities.

***Interfund Receivables, Payables And Transfers***

	Transfers in:		Total
	General Fund	Roads and Streets	
Transfers out:			
General Fund	\$ -	\$ 397,590	\$ 397,590
Roads and Streets	120,553	-	120,553
<b>Total</b>	<b>\$ 120,553</b>	<b>\$ 397,590</b>	<b>\$ 518,143</b>

The transfer from the General Fund to the Highways and Streets Fund provides additional funding for budgeted capital improvements.

***Net Investment In Capital Assets***

The elements of this calculation are as follows:

<u>September 30, 2021</u>	Governmental Activities
Capital assets (net)	\$ 2,499,846
Outstanding debt related to capital assets	(150,720)
<b>Net investment in capital assets</b>	<b>\$ 2,349,126</b>

**Note 3: DEFINED BENEFIT PENSION PLANS**

The City participates in two defined benefit pension plans that are administered by the State of Florida, Department of Management Services, Division of Retirement. The plans provide retirement, disability or death benefits to retirees or their designated beneficiaries. Chapter 121, Florida Statutes, establishes the authority for benefit provisions. Changes to the law can only occur through an act of the Florida Legislature. The State of Florida issues a publicly available financial report that includes financial statements and required supplementary information for the plans. That report is available from the Florida Department of Management Services' website ([www.dms.myflorida.com](http://www.dms.myflorida.com)).



**City of Edgewood, Florida**  
**Notes to Financial Statements**

**Note 3: DEFINED BENEFIT PENSION PLANS (Continued)**

The Florida Retirement System (FRS) Pension Plan is a cost-sharing, multiple-employer defined benefit pension plan with a Deferred Retirement Option Program (DROP) available for eligible employees. The FRS was established and is administered in accordance with Chapter 121, Florida Statutes. Retirees receive a lifetime pension benefit with joint and survivor payment options. FRS membership is compulsory for employees filling regularly established positions in a state agency, county agency, state university, state college, or City school board, unless restricted from FRS membership under Sections 121.053 or 121.122, Florida Statutes, or allowed to participate in a defined contribution plan in lieu of FRS membership. Participation by cities, municipalities, special districts, charter schools and metropolitan planning organizations is optional.

The Retiree Health Insurance Subsidy (HIS) Program is a cost-sharing, multiple-employer defined benefit pension plan established and administered in accordance with Section 112.363, Florida Statutes. The benefit is a monthly payment to assist retirees of the state-administered retirement systems in paying their health insurance costs. To be eligible to receive a HIS benefit, a retiree under a state administered retirement system must provide proof of eligible health insurance coverage, which can include Medicare.

***Benefits Provided***

Benefits under the FRS Pension Plan are computed on the basis of age and/or years of service, average final compensation, and service credit. Credit for each year of service is expressed as a percentage of the average final compensation.

For members initially enrolled before July 1, 2011, the average final compensation is the average of the five highest fiscal years' earnings; for members initially enrolled on or after July 1, 2011, the average final compensation is the average of the eight highest fiscal years' earnings. The total percentage value of the benefit received is determined by calculating the total value of all service, which is based on the retirement plan and/or class to which the member belonged when the service credit was earned.

Eligible retirees and beneficiaries receive a monthly HIS payment equal to the number of years of service credited at retirement multiplied by \$5. The minimum payment is \$30 and the maximum payment is \$150 per month, pursuant to Section 112.363, Florida Statutes.

***Contributions***

The contribution requirements of plan members and the employer are established and may be amended by the Florida Legislature. Employees are required to contribute 3.00% of their salary to the FRS Pension Plan.

**City of Edgewood, Florida**  
**Notes to Financial Statements**

**Note 3: DEFINED BENEFIT PENSION PLANS (Continued)**

***Contributions (continued)***

The employer's contribution rates as of September 30, 2021, were as follows:

<u>Year Ending September 30:</u>	FRS	HIS
Regular class	9.16%	1.66%
Special risk class	24.23%	1.66%
Senior management service class	27.35%	1.66%
Elected officials	49.76%	1.66%
DROP from FRS	16.68%	1.66%

The employer's contributions for the year ended September 30, 2021, were \$205,001 to the FRS Pension Plan and \$19,705 to the HIS Program.

***Pension Liabilities and Pension Expense***

In its financial statements for the year ended September 30, 2021, the City reported a liability for its proportionate share of the net pension liability of the FRS Pension Plan and its proportionate share of the net pension liability of the HIS Program. The net pension liabilities were measured as of June 30, 2021. The City's proportions of the net pension liabilities were based on its share of contributions to the pension plans relative to the contributions of all participating entities, actuarially determined.

<u>September 30, 2021</u>	FRS		HIS	
Net Pension Liability	\$	407,697	\$	424,193
Proportion at:				
Current measurement date		0.0054%		0.0035%
Prior measurement date		0.0061%		0.0034%
Pension expense	\$	427,020	\$	23,063

**City of Edgewood, Florida**  
**Notes to Financial Statements**

**Note 3: DEFINED BENEFIT PENSION PLANS (Continued)**

***Deferred Outflows/Inflows of Resources Related to Pensions***

At September 30, 2021, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

<i>September 30, 2021</i>	FRS		HIS	
	Deferred Outflow of Resources	Deferred Inflow of Resources	Deferred Outflow of Resources	Deferred Inflow of Resources
Differences between expected and actual experience	\$ 69,880	\$ -	\$ 14,195	\$ (178)
Change of assumptions	278,966	-	33,332	(17,478)
Net difference between projected and actual earnings on pension plan investments	-	(1,422,350)	442	-
Changes in proportion and differences between City pension plan contributions and proportionate share of contributions	69,211	(221,514)	9,175	(7,454)
City pension plan contribution subsequent to the measurement date	49,288	-	4,362	-
<b>Total</b>	<b>\$ 467,345</b>	<b>\$ (1,643,864)</b>	<b>\$ 61,506</b>	<b>\$ (25,110)</b>

Deferred outflows of resources related to employer contributions paid subsequent to the measurement date and prior to the employer's fiscal year end will be recognized as a reduction of the net pension liability in the reporting period ending September 30, 2021. Other pension-related amounts reported as deferred outflows of resources and deferred inflows of resources will be recognized in pension expense as follows:

<i>Year Ending September 30:</i>	FRS		HIS	
2022	\$ (220,645)	\$ 8,970		
2023	(257,419)	2,883		
2024	(330,968)	5,766		
2025	(416,775)	7,688		
2026	-	5,766		
Thereafter	-	961		
<b>Total</b>	<b>\$ (1,225,807)</b>	<b>\$ 32,034</b>		

***Actuarial Assumptions***

The total pension liability for each of the defined benefit plans was measured as of June 30, 2021. The total pension liability for the FRS Pension Plan was determined by an actuarial valuation dated July 1, 2021. For the HIS Program, the total pension liability was determined by an actuarial valuation dated July 1, 2021.

**City of Edgewood, Florida**  
**Notes to Financial Statements**

**Note 3: DEFINED BENEFIT PENSION PLANS (Continued)**

***Actuarial Assumptions (continued)***

The individual entry age normal actuarial cost method was used for each plan, along with the following significant actuarial assumptions:

<i>Year Ending September 30:</i>	FRS	HIS
Inflation	2.40%	2.40%
Salary increases, including inflation	3.25%	3.25%
Investment rate of return	6.80%	N/A
Discount rate	6.80%	2.16%

Mortality assumptions for both plans were based on the PUB-2010 base tables projected generationally with Scale MP-2018. For both plans, the actuarial assumptions were based on the results of an actuarial experience study for the period July 1, 2013, through June 30, 2018.

The following changes in key actuarial assumptions occurred in 2021:

FRS: Decrease the maximum amortization period to 20 years for all current and future amortization bases.

HIS: The municipal bond index rate and the discount rate used to determine the total pension liability decreased from 2.21% to 2.16%

The long-term expected investment rate of return was not based on historical returns, but instead was based on a forward-looking capital market economic model. Each asset class assumption is based on a consistent set of underlying assumptions, and includes an adjustment for the inflation assumption. For the FRS Pension Plan, the table below summarizes the consulting actuary's assumptions based on the long-term target asset allocation.

Asset Class	Target Allocation (1)	Annual Arithmetic Return	Compound Annual (Geometric) Return
Cash	1.0%	2.1%	2.1%
Fixed income	20.0%	3.8%	3.7%
Global equity	54.2%	8.2%	6.7%
Real estate	10.3%	7.1%	6.2%
Private equity	10.8%	11.7%	8.5%
Strategic investments	3.7%	5.7%	5.4%
<b>Total</b>	<b>100%</b>		

**City of Edgewood, Florida  
Notes to Financial Statements**

**Note 3: DEFINED BENEFIT PENSION PLANS (Continued)**

***Discount Rate***

The discount rate used to measure the total pension liability for the FRS Pension Plan was 6.80%. FRS' fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculating the total pension liability is equal to the long-term expected rate of return.

Because the HIS Program is essentially funded on a pay-as-you-go basis, a municipal bond rate of 2.16% was used to determine the total pension liability for the program. The Bond Buyer General Obligation Bond 20-Bond Municipal Bond Index was used as the applicable municipal bond index.

***Sensitivity Analysis***

The following tables demonstrate the sensitivity of the net pension liability to changes in the discount rate. The sensitivity analysis shows the impact to the employer's proportionate share of the net pension liability if the discount rate was 1.00% higher or 1.00% lower than the current discount rate.

	FRS			HIS		
	Current Discount			Current Discount		
	1% Decrease	Rate	1% Increase	1% Decrease	Rate	1% Increase
<i>September 30, 2021</i>	5.80%	6.80%	7.80%	1.16%	2.16%	3.16%
City's proportionate share of the net pension liability	\$ 1,823,245	\$ 407,697	\$ (775,544)	\$ 486,823	\$ 424,193	\$ 369,945

***Pension Plans' Fiduciary Net Position***

Detailed information about the pension plans' fiduciary net position is available in the State's separately issued financial reports.

**Note 4: POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB)**

***Plan Description***

The City of Edgewood, Florida administers a single-employer defined benefit healthcare plan (the "Plan") that provides medical insurance to its employees and their eligible dependents. Pursuant to Section 112.0801, Florida Statutes, the City is required to provide eligible retirees (as defined in the City's pension plans) the opportunity to participate in this Plan at the same cost that is applicable to active employees. The City does not issue stand-alone financial statements for this Plan. All financial information related to the Plan is accounted for in the City's basic financial statements.

**City of Edgewood, Florida  
Notes to Financial Statements**

**Note 4: POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) (Continued)**

***Funding Policy***

The City is funding the postemployment benefits on a pay-as-you-go basis. Contribution rates for the Plan are established by City Council annually during the budget process. The City does not pay for health insurance premiums for retirees. Blended premium rates for active and retired employees combined provide an implicit subsidy for retirees because on an actual basis, their current and future claims are expected to result in higher costs to the Plan than those of active employees. The current year contributions are determined as annualized claims incurred based on the retiree age at the beginning of the fiscal year and the claims table used for liability determination offset by the annual premium paid by the retiree for such coverage. City contributions are assumed to be equal to benefits paid.

***Plan Membership***

At September 30, 2021, OPEB membership consisted of the following:

	Employees
Inactive members	-
Active members	19
<b>Total</b>	<b>19</b>

***Assumptions and Other Inputs***

The City’s net OPEB liability (asset) is calculated using the Alternative Measurement Method permitted by GASB Statement 75 for employers in plans with fewer than one hundred total plan members.

The Alternative Measurement Method involves estimates of the value of reported amounts and assumptions about the probability of events far into the future, and that the determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future.

In the September 30, 2021 measurement data, the assumptions and other inputs, applied include the following:

Inflation	2.15 %
Discount rate	2.47 % investment rate of return
Health care cost trend rates	4.30 % increasing to 4.90 % after 2023
Retirees' share of benefit-related costs	100 % of projected health insurance premiums

**City of Edgewood, Florida**  
**Notes to Financial Statements**

**Note 4: POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) (Continued)**

***Actuarial Assumptions and Other Inputs (continued)***

The discount rate was selected based on a 20-year tax-exempt high-quality general obligation municipal bond yield of index. The Bond Buyer 20-Bond General Obligation Index is the average rating of 20 bonds that are grade 'Aa2' (Moody's) or grade 'AA' (S&P 500). The Bond Buyer 20-Bond General Obligation Index at September 30, 2021 was 2.47%.

Mortality rates were based on the RP-2014 Mortality Tables for annuitants for small plans for Males and Females as appropriate with both rates, with adjustments for mortality improvements based on Scale MP, as published by the Internal Revenue Service (IRS) for purposes of Internal Revenue Code (IRC) section 430.

The actuarial assumptions used in the September 30, 2021 valuation were not based on the results of an actuarial experience study.

At September 30, 2021, the City reported a total OPEB liability of \$52,121. The information has been provided as of the September 30, 2021 measurement date.

	Increase (Decrease)		
	Total OPEB Liability	Plan Fiduciary Net Position	Total OPEB Liability
	(a)	(b)	(a) - (b)
Balance as of September 20, 2020	\$ 53,474	\$ -	\$ 53,474
Changes for the year			
Service cost	2,774	-	2,774
Interest	1,355	-	1,355
Changes of assumptions	(5,482)	-	(5,482)
Net changes	(1,353)	-	(1,353)
Balance as of September 30, 2021	\$ 52,121	\$ -	\$ 52,121

The following table represents the City's total OPEB liability calculated using the discount rate of 2.47%, as well as what the City's total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	Current		
	1% Decrease (1.47%)	Discount Rate (2.47%)	1% Increase (3.47%)
Total OPEB Liability	\$ 59,134	\$ 52,121	\$ 46,258

The following table represents the City's total OPEB liability calculated using the health care cost trend rate of 3.5%, as well as what the City's total OPEB liability would be if it were calculated using a health care cost trend rate that is one percentage point lower or one percentage point higher than the current rate:

**City of Edgewood, Florida**  
**Notes to Financial Statements**

**Note 4: POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) (Continued)**

**Actuarial Assumptions and Other Inputs (continued)**

	1% Decrease (2.50%)	Ultimate Trend (3.50%)	1% Increase (4.50%)
Total OPEB Liability	\$ 60,139	\$ 52,121	\$ 45,503

**OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB**

For the fiscal year ended September 30, 2021, the City recognized a reduction to OPEB expense of \$10,722. In addition, the City reported deferred inflows of resources relate to the OPEB plan from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Change of assumptions	\$ -	\$ (37,408)
<b>Total</b>	<b>\$ -</b>	<b>\$ (37,408)</b>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to the OPEB plan will be recognized in the expense as follows:

*Year ending September 30,*

2022	\$ (3,887)
2023	(3,887)
2024	(3,887)
2025	(3,887)
2026	(3,887)
Thereafter	(17,973)
<b>Total</b>	<b>\$ (37,408)</b>

**Note 5: RISK MANAGEMENT**

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. Significant losses are covered through participation in a local government non-assessable self-insurance pool – Florida Municipal Insurance Trust. There have been no significant reductions in insurance coverage from the prior year. No settlements have exceeded the City’s insurance coverage for each of the past three fiscal years.



**City of Edgewood, Florida**  
**Notes to Financial Statements**

**Note 6: COMMITMENTS AND CONTINGENCIES**

During the ordinary course of its operation, the City is party to various claims, legal actions, and complaints. While the ultimate effect of such litigation cannot be ascertained at this time, in the opinion of counsel for the City, the liabilities which may arise from such actions would not result in losses which would exceed the liability insurance limits in effect at the time the claim arose or otherwise materially affect the financial condition of the City or results of activities.

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal and state governments. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable fund(s). The amount, if any, of expenditures from current or prior years which may be disallowed by the grantor cannot be determined at this time although the City expects such amounts not recorded, if any, to be immaterial.

**Note 7: UNCERTAINTIES**

In March 2020, the World Health Organization made the assessment that the outbreak of the novel coronavirus (COVID-19) can be characterized as a pandemic. As a result, uncertainties have arisen that may have a significant negative impact on the ongoing operating activities and the future results of the Town. The occurrence and extent of such an impact will depend on future developments, including (i) the and spread of the virus, (ii) government quarantine measures, (iii) voluntary and precautionary restrictions on travel or meetings, (iv) the effects on the financial markets, and (v) the effects on the economy overall, all of which are uncertain as of March 9, 2022.

**REQUIRED SUPPLEMENTARY INFORMATION OTHER THAN  
MANAGEMENT'S DISCUSSION AND ANALYSIS**

**City of Edgewood, Florida**  
**Budgetary Comparison Schedule – General Fund**

<i>For the year ended September 30, 2021</i>	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
<b>Revenues</b>				
Taxes	2,578,749	2,685,749	2,789,796	\$ 104,047
Licenses and permits	40,550	40,550	53,094	12,544
Intergovernmental	402,997	493,898	586,867	92,969
Charges for services	377,000	377,000	343,092	(33,908)
Fines and forfeitures	681,427	601,947	598,648	(3,299)
Impact fees	9,187	9,187	1,329	(7,858)
Investment earnings	10,470	10,470	10,710	240
Miscellaneous revenue	5,400	58,569	69,135	10,566
<b>Total revenues</b>	<b>4,105,780</b>	<b>4,277,370</b>	<b>4,452,671</b>	<b>175,301</b>
<b>Expenditures</b>				
General government				
Personal services	301,003	282,003	262,957	19,046
Operating expenditures	804,699	784,219	721,601	62,618
Capital outlay	10,000	10,000	21,173	(11,173)
Public safety				
Law enforcement:				
Personal services	1,639,726	1,587,726	1,548,754	38,972
Operating expenditures	255,631	290,862	234,327	56,535
Capital outlay	43,250	200,389	218,200	(17,811)
Debt service				
Principal	-	75,600	73,287	2,313
Interest	-	6,900	9,123	(2,223)
Fire protection:				
Operating expenditures	777,694	826,694	822,642	4,052
Physical environment				
Operating expenditures	263,000	305,000	267,076	37,924
<b>Total expenditures</b>	<b>4,095,003</b>	<b>4,369,393</b>	<b>4,179,140</b>	<b>190,253</b>

-Continued-

*The accompanying notes to required supplementary information are an integral part of this schedule.*

<i>For the year ended September 30, 2021</i>	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
Excess of revenues over expenditures	10,777	(92,023)	273,531	365,554
<b>Other Financing Sources</b>				
Transfers out	(277,037)	(398,037)	(397,590)	447
Transfers in	-	121,000	120,553	(447)
Leases	-	97,700	97,700	-
Total other financing sources	(277,037)	(179,337)	(179,337)	-
Net change in fund balance	(266,260)	(271,360)	94,194	365,554
Fund balance, beginning of the year	3,385,848	3,385,848	3,385,848	-
Fund balance, end of year	\$ 3,119,588	\$ 3,114,488	\$ 3,480,042	\$ 365,554

Note that this schedule is prepared on a budgetary basis, which is not different from Generally Accepted Accounting Principles (GAAP) in presentation, except for the following items:

- \$355,337 related to operational costs of the red light cameras are shown as part of general government or public safety expenditures in the budget, while the revenues are shown net of these costs in the statement of revenues, expenditures and changes in fund balances.

*The accompanying notes to required supplementary information are an integral part of this schedule.*

**City of Edgewood, Florida**  
**Budgetary Comparison Schedule – Road and Streets Fund**

<i>For the year ended September 30, 2021</i>	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
<b>Revenues</b>				
Taxes	\$ 82,000	\$ 82,000	\$ 81,400	\$ (600)
Intergovernmental	-	25,000	28,975	3,975
Investment earnings	40	40	4	(36)
Impact fees	2,075	2,075	4,150	2,075
Miscellaneous	26,910	56,910	61,367	4,457
<b>Total revenues</b>	<b>111,025</b>	<b>166,025</b>	<b>175,896</b>	<b>9,871</b>
<b>Expenditures</b>				
Highways and streets	488,062	736,062	680,539	55,523
<b>Total expenditures</b>	<b>488,062</b>	<b>736,062</b>	<b>680,539</b>	<b>55,523</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>				
	(377,037)	(570,037)	(504,643)	65,394
<b>Other Financing Sources</b>				
Transfers in	397,590	397,590	397,590	-
Transfers out	(120,553)	(120,553)	(120,553)	-
<b>Total other financing sources</b>	<b>277,037</b>	<b>277,037</b>	<b>277,037</b>	<b>-</b>
Net change in fund balance	(100,000)	(293,000)	(227,606)	65,394
Fund balance, beginning of year	298,587	298,587	298,587	-
<b>Fund balance, end of year</b>	<b>\$ 198,587</b>	<b>\$ 5,587</b>	<b>\$ 70,981</b>	<b>\$ 65,394</b>

Note that this schedule is prepared on a budgetary basis, but it is not different from Generally Accepted Accounting Principles (GAAP) in presentation.

*The accompanying notes to required supplementary information are an integral part of this schedule.*

**City of Edgewood, Florida**  
**Budgetary Notes to Required Supplementary Information**

**Note 1: BUDGETARY INFORMATION**

The City Council annually adopts a budget for the General Fund and the Roads and Streets Fund. All appropriations are legally controlled at the fund level. The City Council employs the following procedures in establishing the budgetary data reflected in the financial statements:

- a) Prior to September 30, the Mayor submits to the City Council a proposed operating budget for the fiscal year commencing October 1. The operating budget includes proposed expenditures and the means of financing them.
- b) Complete copies of the proposed budget are made available for public inspection. Budget workshops are held and public hearings are conducted to obtain citizens' comments.
- c) Prior to October 1, the budget is legally enacted through passage of an ordinance and becomes the basis for the millage levied by the Council.
- d) Any transfers of budgeted amounts between departments within any fund, and any revisions that alter the total expenditures of any fund must be approved by the Council.
- e) Formal budgetary integration is employed as a management control device during the year for the General Fund and any special revenue funds that have a legally adopted budget.
- f) The budgets are integrated into the accounting system and the budgetary data, as presented in the financial statements for all funds with annual budgets, compare the expenditures with the budget. All budgets are presented on the modified accrual basis of accounting (GAAP) except as noted on the budgetary comparison schedules.
- g) Unexpended appropriations on annual budgets lapse at the end of the fiscal year.
- h) The budgetary comparison schedule shown in the accompanying required supplementary information presents comparisons of the legally adopted budget, as amended, with actual results. The originally adopted budget is presented for purposes of comparison to the final, amended budget.

**City of Edgewood, Florida**  
**Schedule of Proportionate Share of Net Pension Liability**

Florida Retirement System (FRS)				
	2021	2020	2019	2018
City's proportion of the net pension liability	<b>0.0054%</b>	0.0061%	0.0059%	0.0057%
City's proportionate share of the net pension liability	<b>\$ 407,697</b>	\$ 2,656,804	\$ 2,033,346	\$ 1,717,322
City's covered payroll	<b>1,205,151</b>	\$ 1,174,032	\$ 1,157,916	\$ 1,161,110
City's proportionate share of the net pension liability as a percentage of its covered payroll	<b>33.83%</b>	226.30%	175.60%	147.90%
Plan fiduciary net position as a percentage of the total pension liability	<b>96.40%</b>	78.85%	82.61%	84.26%
Health Insurance Subsidy (HIS)				
	2021	2020	2019	2018
City's proportion of the net pension liability	<b>0.0035%</b>	0.0034%	0.0034%	0.0034%
City's proportionate share of the net pension liability	<b>\$ 424,193</b>	\$ 421,143	\$ 385,721	\$ 361,699
City's covered payroll	<b>1,205,151</b>	\$ 1,174,032	\$ 1,157,916	\$ 1,161,110
City's proportionate share of the net pension liability as a percentage of its covered payroll	<b>35.20%</b>	35.87%	33.31%	31.15%
Plan fiduciary net position as a percentage of the total pension liability	<b>3.56%</b>	3.00%	2.63%	2.15%

Note 1: GASB 68 requires information for 10 years. However, until a full 10-year trend is compiled, the Authority is presenting information for only the years for which information is available.

Note 2: The Plan's fiduciary net position as a percentage of the total pension liability is published in Note 3 of the Plan's financial statements.

Note 3: Amounts presented were determined as of June 30.

2017	2016	2015	2014
0.0062%	0.0062%	0.0052%	0.0051%
\$ 1,830,978	\$ 1,553,082	\$ 674,518	\$ 311,722
\$ 1,117,456	\$ 1,091,698	\$ 1,037,212	\$ 976,023
163.85%	142.26%	65.03%	31.94%
83.89%	84.88%	92.00%	96.09%

2017	2016	2015	2014
0.0036%	0.0035%	0.0033%	0.0033%
\$ 383,028	\$ 407,902	\$ 331,504	\$ 305,134
\$ 1,117,456	\$ 1,091,698	\$ 1,037,212	\$ 976,023
34.28%	37.36%	31.96%	31.26%
1.64%	0.97%	0.50%	0.99%



**City of Edgewood, Florida**  
**Schedule of Pension Contributions**

Florida Retirement System (FRS)				
	2021	2020	2019	2018
Contractually required contribution	205,610	\$ 203,671	\$ 214,024	\$ 194,227
Contributions in relation to the contractually required contribution	(205,610)	(203,671)	(214,024)	(194,227)
<b>Contribution deficiency (excess)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
City's covered payroll	1,236,560	\$ 1,179,404	\$ 1,157,916	\$ 1,161,110
Contributions as a percentage of covered payroll	16.63%	17.27%	18.48%	16.73%
Health Insurance Subsidy (HIS)				
	2021	2020	2019	2018
Contractually required contribution	20,327	\$ 19,876	\$ 19,202	\$ 18,998
Contributions in relation to the contractually required contribution	(20,327)	(19,876)	(19,202)	(18,998)
<b>Contribution deficiency (excess)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
City's covered payroll	1,236,560	\$ 1,179,404	\$ 1,157,916	\$ 1,161,110
Contributions as a percentage of covered payroll	1.64%	1.69%	1.66%	1.64%

Note 1: GASB 68 requires information for 10 years. However, until a full 10-year trend is compiled, the presenting information for only the years for which information is available.

2017	2016	2015	2014
\$ 172,477	\$ 165,261	\$ 148,284	\$ 131,513
(172,477)	(165,261)	(148,284)	(131,513)
\$ -	\$ -	\$ -	\$ -
\$ 1,117,456	\$ 1,091,698	\$ 1,037,212	\$ 976,023
15.43%	15.14%	14.30%	13.47%

2017	2016	2015	2014
\$ 18,621	\$ 18,040	\$ 14,133	\$ 12,906
(18,621)	(18,040)	(14,133)	(12,906)
\$ -	\$ -	\$ -	\$ -
\$ 1,117,456	\$ 1,091,698	\$ 1,037,212	\$ 976,023
1.67%	1.65%	1.36%	1.32%

**City of Edgewood, Florida**

**Schedule of Changes in Total Other Postemployment Benefits Liability  
and Related Ratios**

<i>Fiscal year ending September 30,</i>	<b>2021</b>	<b>2020</b>
Total OPEB liability		
Service cost	\$ 2,774	\$ 2,419
Interest	1,355	26
Changes of assumptions	<b>(5,482)</b>	51,029
Net changes in total OPEB liability	<b>(1,353)</b>	53,474
Total OPEB liability - beginning	<b>53,474</b>	-
<b>Total OPEB liability - ending</b>	<b>\$ 52,121</b>	<b>\$ 53,474</b>
Covered-employee payroll for the measurement period	<b>\$ 1,236,560</b>	\$ 1,179,404
Total OPEB liability as a percentage of covered-employee payroll	<b>4.21%</b>	4.53%

**Notes to the schedule:**

The City began recording an OPEB liability in 2020. As a result, this information is only available for two fiscal years.



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**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Honorable Mayor and City Council,  
City of Edgewood, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of the City of Edgewood, Florida as of and for the year ended September 30, 2021, and the related notes to the financial statements, which collectively comprise the City of Edgewood, Florida's basic financial statements, and have issued our report thereon dated March 9, 2022.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City of Edgewood, Florida's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Edgewood, Florida's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Edgewood, Florida's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Edgewood, Florida's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Carr, Riggs & Ingram, L.L.C.*

Melbourne, Florida  
March 9, 2022



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Section E, Item 2.

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**INDEPENDENT AUDITORS’ MANAGEMENT LETTER**

To the Honorable Mayor and City Council,  
City of Edgewood, Florida

**Report on the Financial Statements**

We have audited the financial statements of the City of Edgewood, Florida, as of and for the fiscal year ended September 30, 2021, and have issued our report thereon dated March 9, 2022.

**Auditors’ Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Auditor General.

**Other Reporting Requirements**

We have issued our Independent Auditors’ Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*, and Independent Accountants’ Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated March 9, 2022 should be considered in conjunction with this management letter.

**Prior Audit Findings**

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. The status of each finding and recommendation made in the preceding annual financial audit report, is noted below:

Prior Year Management Letter Comments:	
IC 2020-001 Accounting for Capital Outlay	Partially Corrected/Revised

**Official Title and Legal Authority**

Section 10.554(l)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. The legal authority of the City of Edgewood, Florida is disclosed in the footnotes. The City has no component units.

## Financial Condition and Management

Section 10.554(l)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the City of Edgewood, Florida met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the City of Edgewood, Florida did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the City of Edgewood, Florida. It is management's responsibility to monitor the City of Edgewood, Florida's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we have the following recommendation:

### **2020-001 ACCOUNTING FOR CAPITAL OUTLAY**

Criteria: GASB Codification Section 1400: *Reporting Capital Assets*, requires governmental funds to record capital outlay as expenditures at the fund level and to capitalize and depreciate capital outlay items meeting the City's capitalization threshold at the government-wide level. The City should also adopt a process for approving assets for disposal.

Condition: The City's capital expenditures meeting the City's capitalization threshold were accounted for in operating expenditure accounts (not identified as capital outlay). Additionally, the City is accounting for assets that do not meet the City's capitalization threshold on its depreciation schedule and there is no documented approval process for disposal of assets.

Cause: The City's depreciation schedule is prepared by the auditors as a non-attest service; however, the review and reconciliation of the depreciation schedule by the City is not documented. In addition, there is no process in place for approving of assets to be disposed.

Effect: Management review of the capital spending budget may be hindered if non-capital items are included in capital outlay expenditures. Capital expenditures that are not accounted for in capital outlay accounts (including grant-funded capital outlay) could be inadvertently missed when identifying purchases that need to be capitalized and depreciated. With regards to the depreciation schedule, having non-capital items on the City's depreciation schedule creates additional clerical burden. The issue with capital asset disposals is that they may be disposed of while still useful and/or proceeds maybe received from the sale of assets and the City is not aware.

Recommendation: Purchases that meet the capitalization threshold should be recorded in capital outlay accounts. The City's review and reconciliation of the depreciation schedule to the City's general ledger and financial reporting should be documented. The City should also remove below-threshold items from the City's depreciation schedule to allow for improved efficiencies in the preparation of the schedule and for the City's review of the schedule for physical existence (annual

inventory). We recommend the City maintain an inventory listing of “attractive items” that do not meet the City’s capitalization threshold for tracking purposes, as recommended by the Chief Financial Officer of Florida. The City should also adopt a process for any capital asset disposals to be approved by the Council.

*Management’s Response: The City will formally adopt policies and procedures that incorporate the procedures currently practiced by the Police Department. In current practice, the City distributes the capital asset listing as of the end of the prior fiscal year to staff in City Hall and the Police Department for their review. Staff uses this list to identify any assets that were disposed of during the year. The City intends to appoint the Police Chief as the City’s Capital Asset Custodian and delegate the authority to approve capital asset disposals to the Capital Asset Custodian. At year-end, the City’s accounting firm reviews the capital outlay accounts, and City Hall staff and Police Department staff confirm what should be capitalized as assets and what should not be added to fixed assets. Although this process was implemented in 2021, a more robust process will be utilized going forward, which will include review of expenditures charged to repairs and maintenance and grant expenditures. Entries will be made, as needed, to ensure that purchases that meet the capitalization criteria are recorded as capital outlay.*

**Additional Matters**

Section 10.554(l)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

**Purpose of this Letter**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, applicable management and the City of Edgewood, Florida’s City Council, and is not intended to be and should not be used by anyone other than these specified parties.

*Carr, Riggs & Ingram, L.L.C.*

Melbourne, Florida  
March 9, 2022





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**INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE WITH LOCAL GOVERNMENT INVESTMENT POLICIES**

To the Honorable Mayor and City Council,  
City of Edgewood, Florida

We have examined City of Edgewood, Florida's compliance with the requirements of Section 218.415, Florida Statutes, *Local Government Investment Policies*, during the year ended September 30, 2021. Management of the City of Edgewood, Florida is responsible for the City of Edgewood, Florida's compliance with the specified requirements. Our responsibility is to express an opinion on City of Edgewood, Florida's compliance with the specified requirements based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the City of Edgewood, Florida complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether the City of Edgewood, Florida complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

Our examination does not provide a legal determination on the City of Edgewood, Florida's compliance with specified requirements.

In our opinion, the City of Edgewood, Florida complied, in all material respects, with the requirements of Section 218.415, Florida Statutes, *Local Government Investment Policies*, for the year ended September 30, 2021.

This report is intended solely for the information and use of the City Council, management and the State of Florida Auditor General and is not intended to be and should not be used by anyone other than these specified parties.

*Carr, Riggs & Ingram, L.L.C.*

Melbourne, Florida  
March 9, 2022



**City Council Draft Meeting Minutes  
March 15, 2022 at 6:30 pm**

**CALL TO ORDER – INVOCATION & PLEDGE OF ALLEGIANCE**

Council President Horn called the meeting to order at 6:30 pm and asked for a moment of silence, followed by leading everyone in the Pledge of Allegiance.

**ROLL CALL & DETERMINATION OF QUORUM**

Interim City Clerk Riffle announced there was a quorum with three Councilmembers present. Councilmembers Pierce and Rader sent notice of their absence in advance.

***Councilmember Chotas made a motion to excuse the absence of Councilmembers Pierce and Rader; seconded by Councilmember Lomas. Motion approved (3/0).***

**Attendees**

- John Dowless, Mayor
- Richard Alan Horn, Council President
- Lee Chotas, Council Member
- Susan Lomas, Council Member

**Absent**

- Ben Pierce, Council President Pro-Tem
- Chris Rader, Council Member

**Staff**

- Sandra Riffle, Interim City Clerk
- John Freeburg, Police Chief
- Shannon Patterson, Police Dept. Chief of Staff
- Stacey Salemi, Code Compliance Officer
- City Attorney, Drew Smith
- Ellen Hardgrove, AICP City Planner
- Allen Lane, P.E. CPH
- Jim Winter, CPH

**Applicants**

**ORGANIZATIONAL MEETING**

**1. Election Report**

Interim City Clerk Riffle said that there was no municipal election on March 8, 2022. There was open seat for Mayor and one open seat for Councilmember. Mayor Dowless and Council President Horn retained their seats as they were the only candidates to qualify.

**2. Administer Oath of Office**

Interim City Clerk Riffle administered the oath of office to Mayor Dowless and Council President Richard A. Horn.

***As there was not a full Council, Council President Horn made a motion to table the following items of business until Councilmembers Pierce and Rader were present: Election of Council President and Council President Pro Tem, Designation of Council Assignments, and Review and Appointment of Consultants per City Charter; seconded by Councilmember Chotas. Motion approved (3/0).***

**PRESENTATION OF PROCLAMATION**

- **American Red Cross Month**  
Mayor Dowless read a proclamation to proclaim March 2022 as Red Cross month. Red Cross representative LaTonya Daniel received the proclamation and asked the City to contact her if there is a need in the City for Red Cross services.

**APPROVAL OF MINUTES**

- **February 15, 2022 Draft Meeting Minutes**  
***Councilmember Lomas made a motion to approve the February 15, 2022 meeting minutes as presented; second by Councilmember Chotas. Motion approved (3/0).***

**ORDINANCES** - None

**PUBLIC HEARINGS (ORDINANCES – SECOND READINGS & RELATED ACTION)** - None

**UNFINISHED BUSINESS** - None

**NEW BUSINESS** - None

**GENERAL INFORMATION** -None

**CITIZEN COMMENTS**

- **Randall Knives Property - Lincoln Property Company**  
David Persons, Project Manager with Lincoln Property Company, spoke to City Council about a proposed warehouse facility on the Randall Knives property for a distribution center. Truck access to the property would be via South Orange Blossom Trail (SOBT).

Mr. Persons discussed access to the site and said there would be access to the site from SOBT and Redmond Street. He showed Council an example of the facility.

Councilmember Chotas asked staff if a Commercial Planned Development (PD) land use designation be used for this and if that process could be done simultaneously with the site plan review.

Planner Hardgrove explained that the City’s PD zoning was a mixed use district; a new district could be created that was similar to the PD zoning district. She stated the future land use would also have to change because most of the property is designated as residential.

Attorney Smith said that the processes could run closely together, although not simultaneously. Assuming the new district was approved, the proposed future land use map amendment and rezoning would need to be reviewed by the Planning and Zoning Board (P&Z) before Council considered approval., Planner Hardgrove recommended the creation of a new future land use designation to accommodate site specific uses. This would be a text amendment that takes at least 90 days because it goes through P&Z and is submitted to the State. Once the future land use designation is in the comprehensive plan, the change in future land use on the subject property could go simultaneously with the rezoning because the size of the property would qualify as a small-scale amendment.

Planner Hardgrove said she needs direction from Council to create the new future land use designation and new zoning district.

Mayor Dowless said this is a good option for the City, regardless of this proposal.

There was no objection from City Council.

## **BOARDS & COMMITTEES**

### **Mecato's Bakery and Café- Site Plan Review and Waiver Request 5645 Hansel Avenue**

Planner Hardgrove said the applicant is ready for site plan approval. She reviewed the application information with City Council and said that the property is nearly one acre with an existing building and they want to expand to change the use to a bakery/cafe. Council approved several waivers to the ECD requirements at the February 15, 2022, City Council meeting. There is one more pending waiver regarding the Hoffner street wall.

Planner Hardgrove said this is a good example of the ECD envisioned uses, a use where the community can gather.

#### **○ Waiver Request**

Planner Hardgrove said the proposal includes an expansion of the existing landscape buffer along Hoffner Avenue from five feet wide to at least eight feet wide. The applicant requested not to provide the wall, which the ECD requires when parking is adjacent to the right of way, and instead to provide landscaping there in accordance with Chapter 114. This would treat Hoffner Avenue as other side streets in the ECD such as Mary Jess or Mandalay Road rather than as a main road such as Gatlin and Holden Avenues.

City Council denied the same waiver without prejudice at the January Council meeting due to a lack of technical information relative to need. The Planning and Zoning (P&Z) Board reconsidered the waiver request during the February 14, 2022 P&Z meeting and recommended denial of the waiver request. One of the Board Members that recommended denial has since changed his opinion and submitted a letter for Council's review. Attorney Smith noted that the letter does not change the vote but explains the board member's view. Planner Hardgrove added that there was much discussion about the wall versus landscaping. There will not be enough room to support canopy trees if the wall is put there. If they do not install a wall, they would be required to provide canopy trees, a hedge, and groundcover.

Initially, Planning and Zoning recommended the Hansel Avenue facing street wall wrap around the corner along in front of the first two parking spaces to provide continuity. Motorists driving north and Hansel Avenue would see the wall wrapping around.

Councilmember Chotas said the purpose of the wall is to stop headlights from disturbing other properties at night. He added that a bakery would be more likely to be busy in the morning rather than at night, and he would be inclined to waive the wall requirement.

Councilmember Chotas said he would like to move to waive the wall requirement along Hoffner Avenue except for across the first two spaces and follow the City Planner's recommendation to provide more substantial trees and other landscaping.

Mayor Dowless asked if wrapping the wall up to two parking spaces along Hoffner Avenue would provide enough line of sight from a northbound Hansel Avenue perspective.

Property owner Nelson Lerma responded that they like the aesthetic to show continuity and that there is more room for bigger trees if the wall does not continue to the east. He said that the even though the wheel stops would be at 4 feet from the wall if it was required, there is concern that the bigger trucks will run into the wall and knock it down.

**Councilmember Chotas made a motion to approve the waiver request from the east side of the triangle island in the parking lot adjacent to the first two parking spaces all the way to the end of the property along Hoffner Avenue, subject to comments by the City Planner regarding the canopy trees.**

In response to Council President Horn, Planner Hardgrove explained that the purpose of the wall is to buffer the property line. Hedges in front of parking lots are not always well maintained. A wall is meant to provide a unified look in the ECD.

**Councilmember Lomas seconded the motion. Approved (3/0).**

There was no public comment.

The motion was approved with a roll call vote.

Councilmember Lomas	Favor
Councilmember Chotas	Favor
Council President Horn	Favor
Councilmember Pierce	Absent
Councilmember Rader	Absent

○ **Site Plan Review and Approval**

Planner Hardgrove said this is for Council's approval of the construction documents. She recommended a condition of approval that the landscape plan be changed to meet the minimum requirements of Code Chapter 114 and to give the Landscape Architect the authority to approve the landscape plan without further action by Council and for trees to be a minimum of a three-inch caliper.

There was no public comment.

**Councilmember Chotas made a motion to approve the site plan conditioned that the landscape plan be changed to meet the minimum requirements of Code Chapter 114, and to give the Landscape Architect the authority to approve the landscape plan without further action by Council, subject to appeal if Council is not satisfied, and for trees to be a minimum of a three-inch caliper.; seconded by Councilmember Lomas. Approved (3/0).**

The motion was approved with a roll call vote.

Council President Horn	Favor
Councilmember Chotas	Favor
Councilmember Lomas	Favor
Councilmember Pierce	Absent
Councilmember Rader	Absent

## STAFF REPORTS

- **City Attorney Smith**  
City Attorney Smith said that there were no quasi-judicial or ex-parte communication issues during Councilmembers' separate conversations about the Randall Knives property development concept as there is no permit application on file.
- **Chief Freeburg February 2022 Report**
  - Chief Freeburg said the City had a successful blood drive today.
  - The Police Department is changing fingerprinting hours to meet needs of people that need later hours.
  - Officer Adam Lafan is now a Certified Accreditation Professional (CAP), which is a big honor.
  - Haymee Watkins will begin to learn the accreditation process in the future.
  - Code Compliance Officer Stacey Salemi has opened approximately 100 code enforcement cases this year with a total of 217 cases. Mayor Dowless said that Stacey has a unique ability to work with people; she can make a friend and get them to do things correctly.
- **Interim City Clerk Riffle**
  - Orange County has not provided its hearing schedule for the end of the year yet, and she will provide the proposed TRIM calendar as soon as that is available.
  - The audit is primarily completed, and she expects the report at the next City Council meeting.

## MAYOR AND CITY COUNCIL REPORTS

- **Mayor Dowless**
  - Edgewood's small restaurant incentive bill passed both houses of the Florida legislature and went to the Governor for signature. Larger restaurants can acquire a liquor license for about \$10,000, but smaller restaurants may pay close to \$300,000. With this legislation, smaller Edgewood restaurants can get a less expensive license. He said The Waterfront would likely use this, and it will help them finance their improvements.
  - Public notice law has changed, and the City will no longer have to buy newspaper advertising if Orange County opts to provide a website for public notices. This will save the City money for advertising. The bill passed the Florida Legislature and is waiting for Governor DeSantis' signature.
  - There was a good turnout from Edgewood for the County's Holden realignment meeting. There is still more work to be done but we were able to provide factual and objectively presented information.

Councilmember Lomas asked about the option of retiming the lights. Mayor Dowless said they have been retimed, and he requested an email from FDOT because they said that nothing more can be done to the timing to improve the intersection. He said restriping Holden Avenue would

just make the right lane for right turn only with the left lane having the option to go straight or turn left, which is not a solution to last until 2035.

The shopping center side of the intersection will be striped soon. Interim Clerk Riffle said that she and Engineer Lane and Code Compliance Officer Salemi met with shopping center management and walked the entire property with them to ensure everyone understood the requirements.

- **Council President Horn**

- Council President Horn discussed the pending development along Holden Avenue with Toll Brothers and potential development with Lincoln Property Company at the Randall Knives property and noted that the process of construction is painful. He said that Osceola County offers an option for a third party for permitting, building reviews, and inspections. Eatonville, Belle Isle, and Maitland use a third-party engineering firm. He thinks it would be beneficial for the City to investigate it.

Attorney Smith suggested that the City reach out to those jurisdictions for more information on their RFPs.

Mayor Dowless said there have been instances where Orange County mistakenly issued Certificates of Occupancy.

- Council President Horn said there is an effort to allow trucks greater than 80,000 pounds and trailers larger than 53 feet long on the roads, which he feels is too large for Edgewood. He is not sure how that would affect Edgewood as there is no rail hub in the area, but there could potentially be fewer trucks on the road.

- **Council Member Chotas** – no report
- **Council Member Lomas** – No report
- **Council Member Pierce** – Absent
- **Council Member Rader** – Absent

**ADJOURNMENT**

*Councilmember Chotas made a motion to adjourn the meeting at 7:36 pm; seconded by Councilmember Lomas.*

\_\_\_\_\_  
Richard A. Horn  
Council President

Attest:

\_\_\_\_\_  
Sandra Riffle, CMC, CBTO  
Interim City Clerk





**Memo**

**To:** Mayor Dowless, Council President Horn,  
Council Members Chotas Lomas, Pierce, and Rader

**From:** Sandy Riffle, Interim City Clerk

**Date:** April 13, 2022

**Re:** Proposed Ordinances – Planning and Zoning Reports

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**For the April 19, 2022 City Council Meeting, the following is provided in your agenda packet for your review and consideration.**

1. The following business items were reviewed by the Planning and Zoning Board on Monday, March 14, 2022.  
**Ordinance 2022-01 – County Zoning to City Zoning**
  - a. County Zoning to City Zoning Ordinance 2022-01
  - b. Rezoning staff report dated 2/21/2022

A display advertisement was placed in the Orlando Sentinel on Friday, March 4, 2022, to advertise the notice of consideration of the ordinance amending Chapter 134 code of ordinances to create new zoning districts. No comments were received at City Hall as of the date of this memo

The City Planner is prepared to respond to any questions you may have regarding the County Zoning to City Zoning Ordinance.

***Board Member Nelson made a motion to recommend approval of Ordinance 2022-01 to create new zoning districts including the suggested amendments from staff. The motion was seconded by Board Member Gibson.***

2. The following business item was reviewed by the Planning and Zoning Board on Monday, April 11, 2022.  
**Ordinance 2022-03 - Comprehensive Plan Amendment**
  - a. Site Specific Comprehensive Plan Ordinance 2022-03
  - b. Rezoning staff report dated 4/13/2022

***Board Member Nelson made a motion to recommend approval of Ordinance 2022-03 to modify Policy 1.1.6 of the Comprehensive Plan to add a site-specific plan designation as well as the general text applicable to all future land use designations that explains the density/intensity maximums are not an entitlement and are not achievable in all situation; seconded by Board Member Gibson. Approved (4/0).***

3. The following business item was reviewed by the Planning and Zoning Board on Monday, April 11, 2022.

**Ordinance 2022-02 – Window Sign Change**

The City Planner is prepared to respond to any questions you may have regarding the Window Sign Ordinance.

***Board Member Gibson made a motion to recommend approval of Ordinance 2022-02 amending window signage requirements; second by Board Member Santurri. Approved (4/0).***

# EDGEWOOD ANNEXATIONS

April 19, 2022

*History and  
Recommended  
Rezoning*

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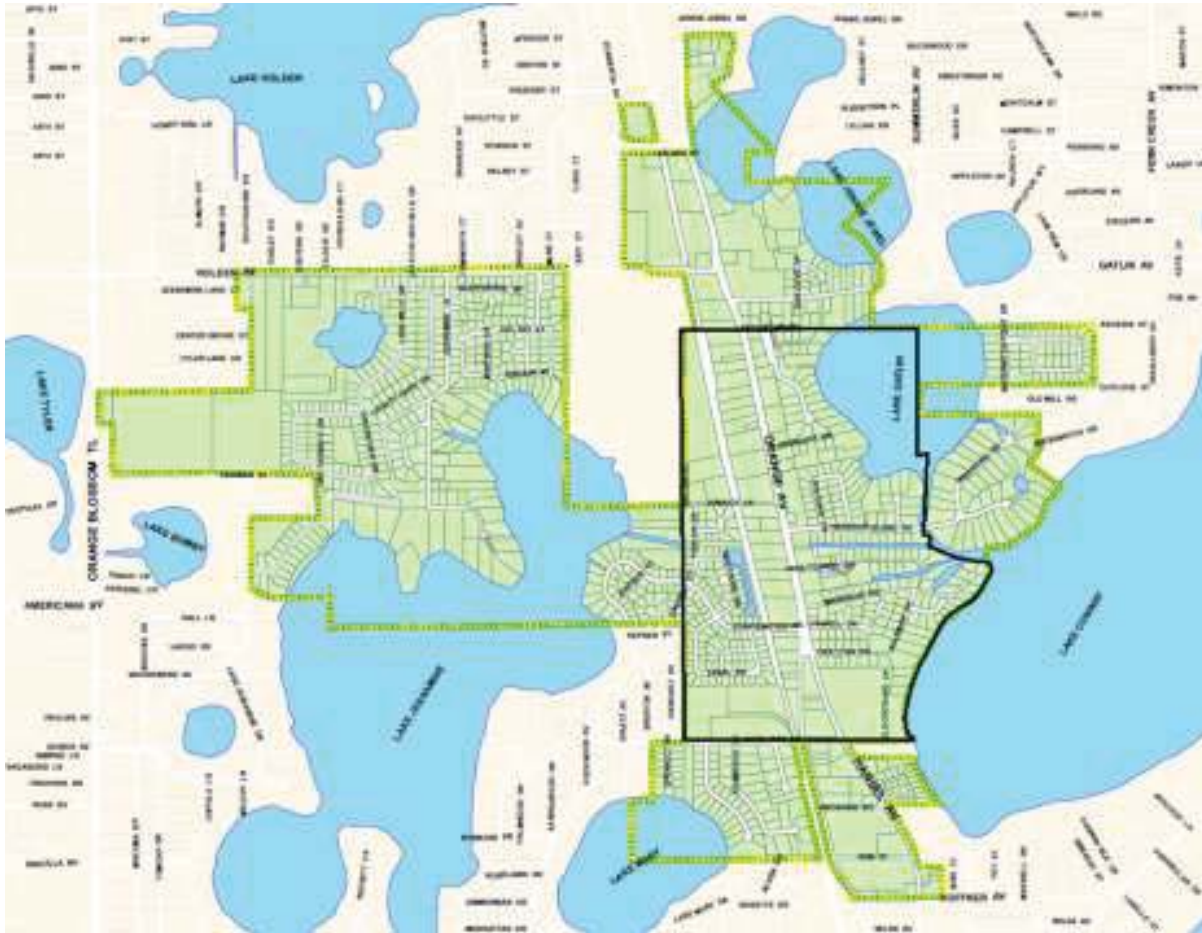
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## City Boundary History

The city was officially incorporated November 5, 1965. The original city limits (in black) compared to the current limits are shown in Exhibit 1. As can be seen, the city has grown significantly since 1965.

**Exhibit 1 – Original City Limits Compared to Current City Limits**



## Need for Rezoning

With the exception of establishing ECD along the Orange Avenue corridor, city zoning was not established for the annexed land. Per Code Section 134-172, all territory which is annexed to the city is considered to be zoned in the same manner as existed when under the county zoning classification unless such classification is affirmatively changed by the city. The lack of establishing a City zoning district has created confusion of development standard application.

Staff recommends rezoning most of the annexed land to newly created zoning districts with the intent of using these new districts to provide the property owner use of the same development standards as allowed in the County, while providing the City the control of the permitted uses. Generally, the new districts would apply to land that was zoned R1AA, R1A, R3, and Ind-3 at the time of annexation. The proposed new districts are R1AA-CA, R1A-CA, R3-CA and Ind-CA; the CA signifies to “County Annexed.” The new districts are detailed in the proposed ordinance included in the appendix of this report.

Nearly all property that was zoned PO, C1 and C3 at the time of annexation is recommended to be rezoned to the same City district as the County and City site standards for these districts are the same.

In one instance, staff is recommending the annexed land retain the County zoning. The County zoning conflicts with the City’s comprehensive plan and the property is undeveloped. Prior to any development on the property either a rezoning must occur that is consistent with the future land use designation, or a future land use map amendment must be proposed and approved. If the latter is chosen, the appropriate type of land use can be debated during the future land use amendment process.

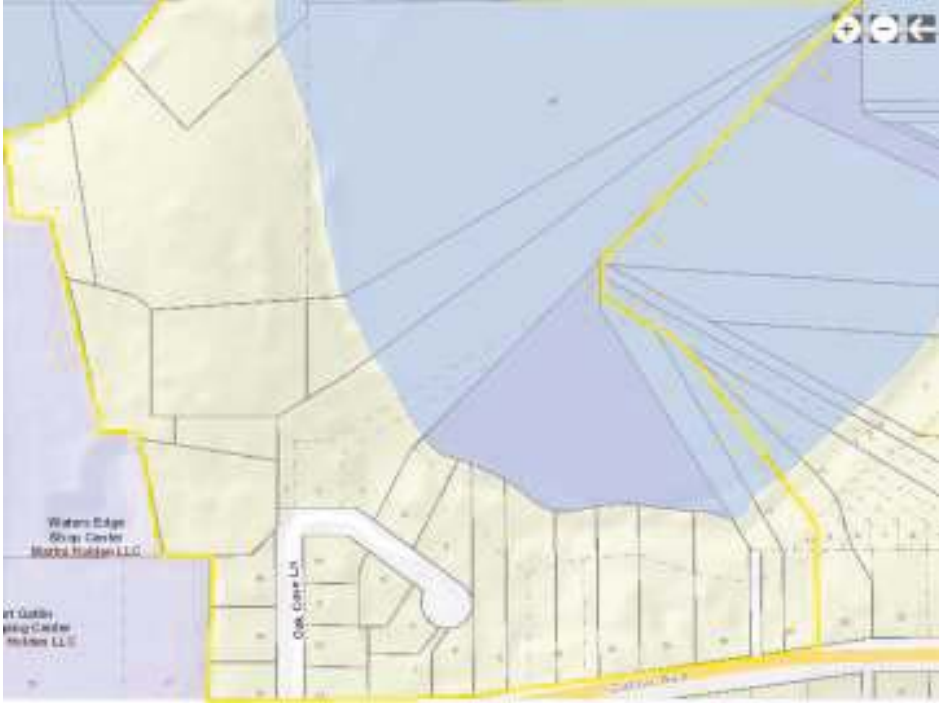
The following report sections summarize the annexed land and the recommended zoning.

### Rezoning to New Districts

#### R1AA-CA and R1A-CA

The areas where the R1AA-CA district would be established are identified in Exhibit 2.

**Exhibit 2 – Proposed R1AA-CA Areas**



Annexed by Ordinance 8-7-70; 86-321; 86-322; and 91-377



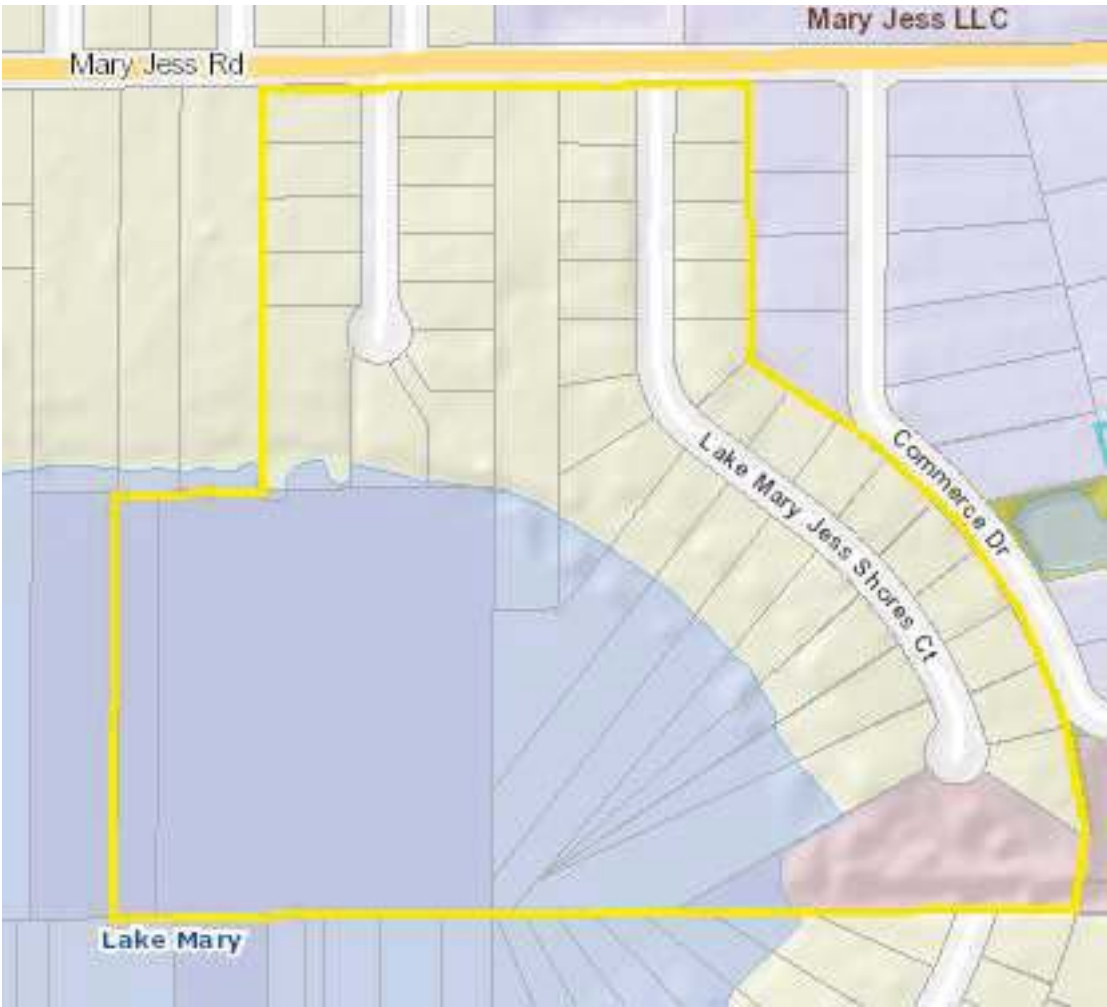
Annexed by Ordinances 8-1-69 and 8-12-71



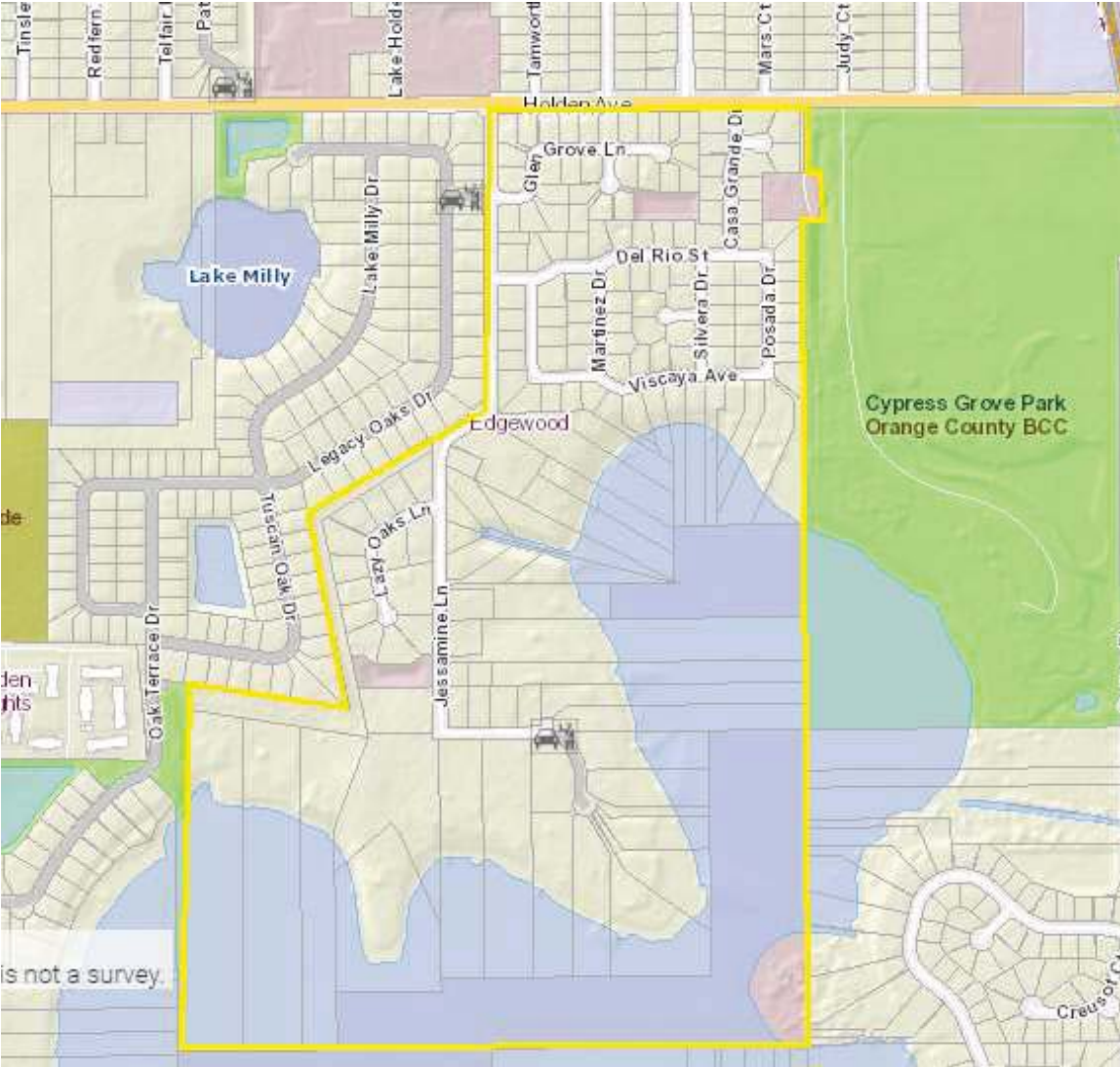
Annexed by Ordinance 93-388



Annexed by Ordinances 2-12-76 and 95-408



Annexed by Ordinances 1990-355 and 91-373

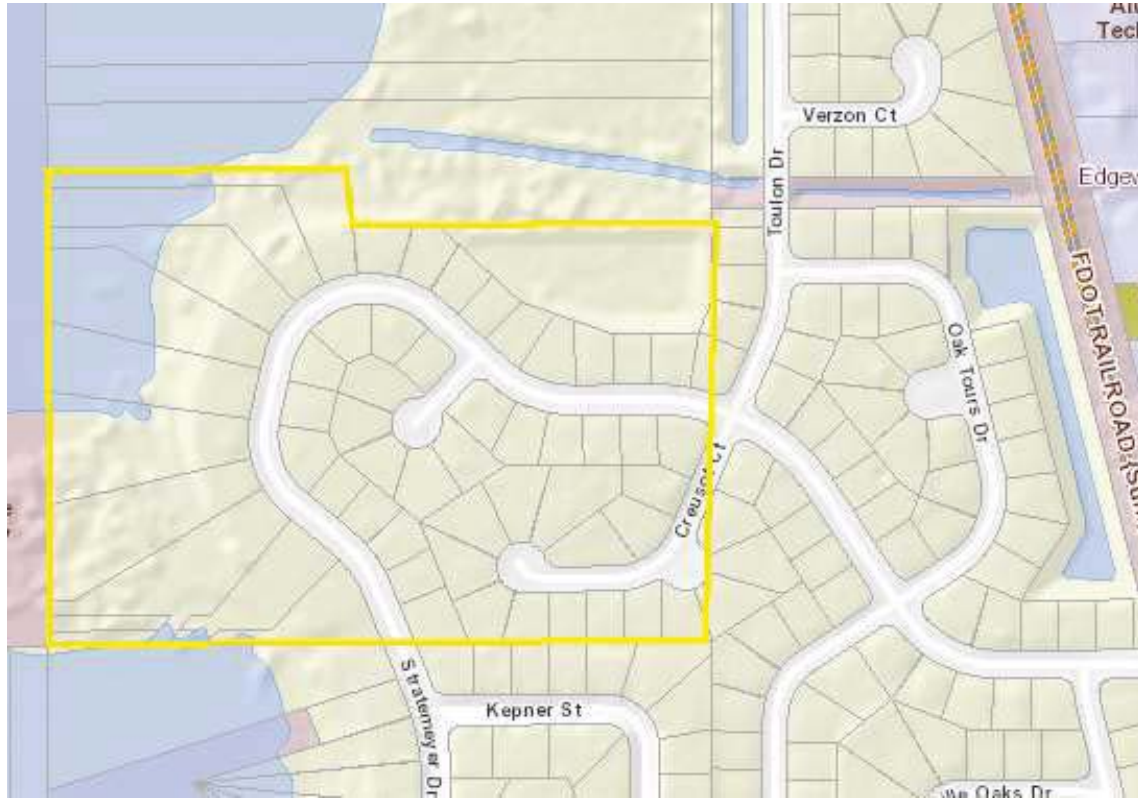


Annexed with Ordinance 95-415 and 2010-03



The areas where R1A-CA district would be established are identified in the Exhibit 3.

**Exhibit 3 – Proposed R1A-CA Areas**



Annexed with Ordinance 85-264

As can be seen in the proposed ordinance, the R1AA-CA and R1A-CA uses mirror the City’s R1AA and R1A districts, respectively, while retaining the County’s site standards. Exhibits 4 and 5 provide a comparison of the proposed site standards and the City standards.

**Exhibit 4 – Site Standards Comparison Proposed R1AA-CA and Existing City R1AA**

	R1AA-CA	City R1AA
Minimum Lot Area	10,000 square feet	10,890 square feet
Minimum Living Area	1,200 square feet	2,200 square feet
Minimum Lot Width	85 feet	90 feet
Minimum Building Setback		
Front Yard	30 feet	30 feet
Rear Yard	35 feet	35 feet
Side Yard	7.5 feet	10 feet
Maximum Height	35 feet	35 feet
Maximum Impervious Surface	45%*	45%

\*P&Z recommended to use City Standard vs the County standard, which is minimum of 40% private open space required on each lot which includes the required front, rear and side yards (excluding paved driveways) and recreational structures such as, but not limited to, pools, tennis courts and porches.

**Exhibit 5 – Site Standards Comparison Proposed R1A-CA and Existing City R1A**

	R1A-CA	City R1A
Minimum Lot Area	7,500 square feet	9,000 square feet
Minimum Living Area	1,200 square feet	1,800 square feet
Minimum Lot Width	75 feet	85 feet
Minimum Building Setback		
Front Yard	25 feet	30 feet
Rear Yard	30 feet	35 feet
Side Yard	7.5 feet	10 feet
Maximum Height	35 feet	35 feet
Maximum Impervious Surface	45%*	45%

\*P&Z recommended to use City Standard vs the County standard, which is minimum of 40% private open space required on each lot which includes the required front, rear and side yards (excluding paved driveways) and recreational structures such as, but not limited to, pools, tennis courts and porches.

**R3-CA**

There are two areas of the City zoned County R3 as shown in Exhibit 6; one east of Hansel Avenue the other on the west side of the city. Development under this district would be significantly restricted due to the properties' future land use designations, which by state statute takes precedent over zoning.

The area east of Hansel Avenue has a future land use designation of Low Density Residential, where, by policy, density cannot exceed four (4) dwelling units per acre. The area on the west side of the city has a future land use designation of Medium Density Residential, where, by policy, density is to be greater than 4 dwellings units per acre and not exceed 7 dwelling units per acre. The proposed R3-CA district stipulates that the permitted use must be consistent with the property's city future land use designation.

**Exhibit 6 – County Zoned R3 Areas**



Annexed by Ordinances 87-330 and 91-374 (lakefront lot)

**Exhibit 6 – County Zoned R3 Areas Continued**



Annexed by Ordinance 95-415

The area east of Hansel includes the Edgewood Village on Lake Conway subdivision plus two parcels on the north side of the subdivision. Both the subdivision and the two parcels are developed consistent with the Low Density Future Land Use designation.

The subdivision was platted after annexation with the lot sizes and widths consistent with the County's R-3 zoning district for single family detached homes, which are generally identical to the City's R3 district. The City approved a variance for building setbacks allowing zero on one side, 15 feet on the other and 15 feet front and rear. The only site standard difference between the County and City R3 districts for this subdivision would be maximum impervious surface. Whereas the City restricts impervious surface to a maximum of 45%, the County does not have this restriction. The County, however, requires a minimum of 40% private open space on each single family lot. Residential private open space is defined as the usable open space on individual lots maintained by the required front, rear and side yards of the residential zoning district and excluding paved driveways, principal and accessory structures; but recreational structures such as, but not limited to, pools, tennis courts and porches can be included in calculating residential open space. The Planning and Zoning Board discussed this difference at their March board hearing and recommends requiring the City impervious standard and excluding the County open space requirement. This should not result in negative impacts to the lots of Edgewood Village as all the lots are developed.

The second area with County R3 zoning is owned by Randallmade Corp and is undeveloped. The City future land use designation with the new R3-CA district would result in a subdivision of 5,000 square feet single family lots or multifamily buildings at a density not to exceed 7 dwelling units per acre.

### Ind-3-CA

The City's Industrial district is basic compared to the County Ind-3 district; the City's Industrial district is essentially the City's C3 district, requiring the same site standards and allowing the same uses as the City C3 district. Only one area of the City is zoned County Ind-3; i.e., the Force Four Subdivision, which is shown in Exhibit 7.

**Exhibit 7 – Existing County Ind-3 within City Limits**



Annexed by Ordinance 87-331

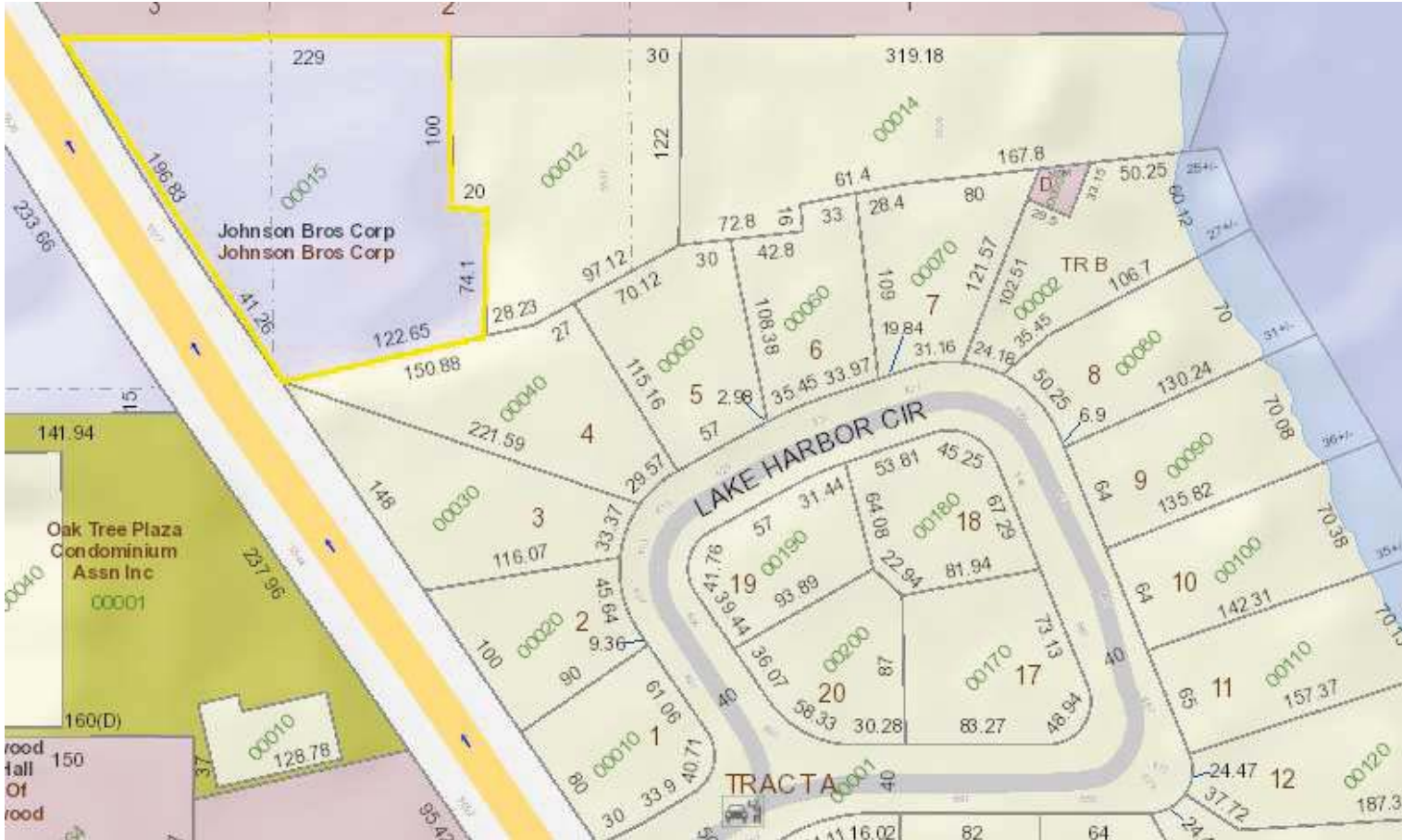
The Force Four subdivision was developed prior to annexation with the exception of the mini-warehouses on Lots 9 and 10, which were developed in the City in 1988. The proposed district requirements are in the proposed ordinance. The district resembles the City's Ind district with the exception of retaining the County's Ind-3 performance standards.

## Rezoning to Existing City Districts

### County PO to City PO

There is only one parcel with County PO in the city, which is shown in Exhibit 8. The County and the City PO districts are identical with the exception of the city's increased side setback for buildings that are more than two stories (two feet for each additional story). Since the development on the PO zoned property meets the City's standards, staff recommends a new district not be created and to formerly rezone the subject property to City PO.

**Exhibit 8 County PO to City PO**



Annexed by Ordinance 87-330

**County C1 to City C1**

Similarly, rezoning from County C1 to City C1 is appropriate since the City's and County's C1 site standards are nearly identical. This would apply to the Oakwater Professional Center as shown in Exhibit 9.

**Exhibit 9 County C1 to City C1**



Annexed 2020

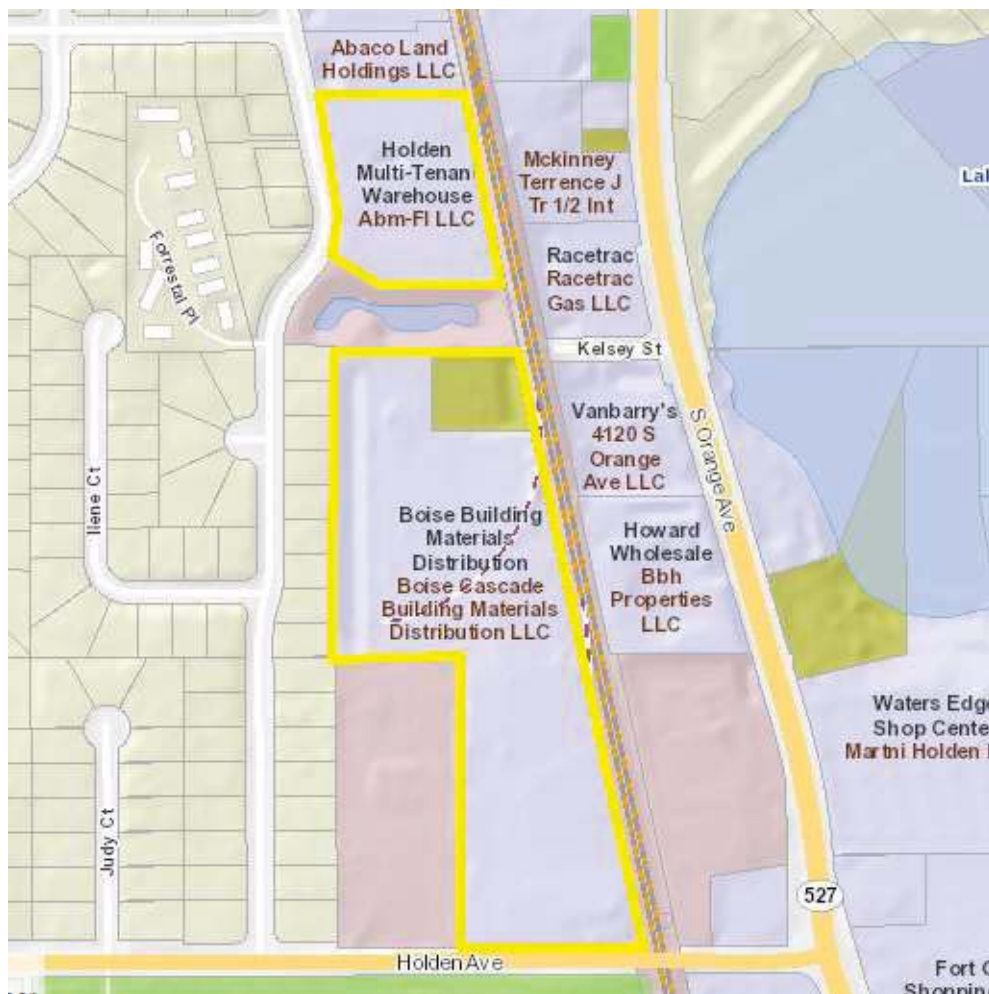
### County C3 to City C3

Likewise, rezoning from County C3 to City C3 for the land in Exhibit 10 is appropriate since the City's and County's C-3 site standards are nearly identical. The minor differences include location of outdoor storage and maximum impervious surface. Related to outdoor storage, the County's C3 district prohibits open storage in the required front yard (25 feet). The City's allows outdoor storage within the back 10 feet of the front 25 feet setback.

### Exhibit 10 County C3 Zoning within City Limits



Annexed by Ordinance 97-85



Boise area annexed 8-6-1973, and by Ordinances 1980-219 (strip), 82-234 and 94-403. Forrestal Warehouse was annexed by Ordinance 85-299.

### County R1AA to City R1AA

There are two areas, as shown on Exhibit 11, where a rezoning from County R1AA to the new R1AA-CA district is not recommended. Instead a rezoning to the City R1AA is recommended. The land use on these relatively large parcels is either undeveloped or contains development that is consistent with the City R1AA site standards, thus, a rezoning to the City R1AA district causes no disadvantage to the property owner.

**Exhibit 11 County R1AA to City R1AA**



Annexed with Ordinance 95-415



Annexed by Ordinance 95-415

**County R1A to City R1A**

Similarly, a rezoning from County R1A to City R1A is recommended for the parcels of Exhibit 12.

**Exhibit 12 County R1A to City R1A**



Annexed with Ordinance 95-415



Annexed with Ordinance 2002-15



### Recommendation for No Change

There is one area where zoning to a City district is not recommended, which is shown in Exhibit 13. The property, owned by Randallmade Corp, is undeveloped and currently zoned County C-1 – Retail Commercial. This district is inconsistent with the City’s Future Land Use Map, which shows the majority of the property designated for Medium Density Residential. Prior to any development on the property either a rezoning must occur that is consistent with the future land use designation, or a future land use map amendment must be proposed and approved. If the latter is chosen, the appropriate type of land use can be debated during the future land use amendment process.

Exhibit 13



Annexed by Ordinance 2002-03

## Appendix

### Proposed Ordinance for Chapter 134 – Zoning Amendment

**ORDINANCE NO. 2022-01**

**AN ORDINANCE OF THE CITY OF EDGEWOOD, FLORIDA, AMENDING CHAPTER 134 OF THE CODE OF ORDINANCES TO CREATE NEW ZONING DISTRICTS; PROVIDING FOR PERMITTED, AND PROHIBITED USES WITHIN THE NEW ZONING DISTRICTS; PROVIDING FOR DEVELOPMENT STANDARDS AND REGULATIONS WITHIN THE NEW ZONING DISTRICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION, CONFLICTS, AND AN EFFECTIVE DATE.**

**WHEREAS**, the City has annexed land into the jurisdictional boundaries of the City; and

**WHEREAS**, some of the lands annexed have not been assigned City zoning districts and have retained their Orange County zoning designations; and

**WHEREAS**, properties that retain Orange County zoning designations create multiple inefficiencies for the property owners and the City; and

**WHEREAS**, the City Council is also mindful of not creating nonconformities upon developed properties as a result of changing from Orange County to City zoning designations; and

**WHEREAS**, creation of new zoning districts are needed to allow property owners of developed land to continue to use site standards of the County zoning that existed prior to annexation while allowing the City to properly assess and advise as to future use and development activities; and

**WHEREAS**, within this Ordinance, deletions are identified by ~~striketrough~~ text, additions are identified by underline text, and portions of the Code that remain unchanged and which are not reprinted here are indicated by ellipses (\*\*\*)

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EDGEWOOD, FLORIDA, AS FOLLOWS:**

**SECTION ONE.** The findings set forth in the recitals above are hereby adopted as legislative findings of the City Council pertaining to this Ordinance.

**SECTION TWO.** Chapter 134, “Zoning,” Article IV, “District Regulations,” is hereby amended as follows:

**Sec. 134-221. R-1AA-CA and R-1A-CA Intent and purpose.**

The R-1-AA-CA and R-1-A-CA single-family dwelling districts are exclusively for land that has been annexed from the County and developed under County site standards.

**Sec. 134-222. R-1AA-CA and R-1A-CA Uses permitted.**

The permitted uses within the R1AA-CA and R1A-CA districts shall be the same as the permitted uses set forth for R-1-AA and R-1-A zoning districts in Section 134-219.

**Sec. 134-223. R-1AA-CA and R-1A-CA Special exceptions.**

The special exception uses within the R1AA-CA and R1A-CA districts shall be the same as the special exception uses set forth for R-1-AA and R-1-A zoning districts in Section 134-220.

**Sec. 134-224 – R-1AA-CA and R-1A-CA Site Standards.**

	<u>R-1AA-CA</u>	<u>R-1A-CA</u>
<u>Minimum Lot Area</u>	<u>10,000 square feet</u>	<u>7,500 square feet</u>
<u>Minimum Living Area</u>	<u>1,200 square feet</u>	<u>1,200 square feet</u>
<u>Minimum Lot Width</u>	<u>85 feet</u>	<u>75 feet</u>
<u>Minimum Building Setback</u>		
<u>Front Yard</u>	<u>25 feet</u>	<u>25 feet</u>
<u>Rear Yard</u>	<u>30 feet</u>	<u>30 feet</u>
<u>Side Yard</u>	<u>7.5 feet</u>	<u>7.5 feet</u>
<u>Maximum Height</u>	<u>35 feet</u>	<u>35 feet</u>
<u>Maximum Impervious Surface</u>	<u>45%</u>	<u>45%</u>

\* \* \*

**Sec. 134-284. –R-3-CA Intent and purpose.**

The R-3-CA district is exclusively for land zoned R-3 at the time of annexation into the City.

**Sec. 134-285. R-3-CA Uses permitted.**

Only the following uses shall be permitted within any R-3-CA district:

- (1) Any use permitted in the R-2 district, pursuant to Section 134-255, provided the density does not exceed that allowed by the property's comprehensive plan future land use designation.
- (2) Multiple-family dwellings, provided the density does not exceed that allowed by the property's comprehensive plan future land use designation.
- (3) Kindergarten and day nurseries.

**Sec. 134-286. R-3-CA Special exceptions.**

The special exception uses within the R-3-CA district shall be the same as the special exception uses set forth for in the R-3 district by Section 134-282.

**Sec. 134-287. – R3-CA Site development standards.**

Site development standards within the R3-CA district shall be the same as required for the R3 district set forth in Section 134-579 with the exception of impervious surface maximum for lots with a one family building (aka single family dwelling). For a one family building lot, a minimum of 40% private open space shall be provided on each lot. Residential private open space for this section is defined as the usable open space on individual lots maintained by the required front, rear and side yards of the residential zoning district and excluding paved driveways, principal and accessory structures; but recreational structures such as, but not limited to, pools, tennis courts and porches can be included in calculating residential open space.

\* \* \*

**Sec. 134-439– IND-CA Intent and purpose.**

The IND-CA district is exclusively for land that has been annexed from the County and developed under County Ind-3 site standards.

**Sec. 134-440. - Uses permitted.**

The following uses shall be permitted with the IND-CA district:

- (1) Any use permitted in the C-3 wholesale commercial district as set forth in Section 134-403.
- (2) Any other use when, after a review of an application, the city council finds as a fact that the proposed use is consistent with the general zoning plan and with the public interest. Determination shall be after public notice and public hearing.

**Sec. 134-441. - Uses prohibited.**

The following uses are expressly prohibited in the IND-CA district:

- (1) Non-medical marijuana sales.
- (2) Cannabis farm.

**Sec 134.442. - Performance standards.**

All uses in the IND-CA district shall conform to the standards of performances described below in addition to those standards contained in Article VII of this chapter and shall be so constructed, maintained, and operated as not to be injurious or offensive to the occupants of adjacent premises by reason of the emission or creation of noise, vibration, smoke, dust or other particulate matter, toxic or noxious waste materials, odors, fire and explosive hazard or glare.

- (1) Floor area ratio (FAR) shall not exceed 0.75.
- (2) Front yards: Twenty-five (25) feet.
- (3) Side yards: Fifteen (15) feet.
- (4) Rear yards: Ten (10) feet.
- (5) Rear yards and side yards may be reduced to zero when the rear or side property lines abut the boundary of a railroad right-of-way, but only in those cases where an adjacent wall or walls of a building or structure are provided with railroad loading and unloading capabilities; however, no trackage shall be located nearer than three hundred (300) feet from any residential district.
- (6) Setbacks shall be a minimum of fifty (50) feet from the normal high water elevation on every natural surface water body.
- (7) Maximum building height: Fifty (50) feet, except thirty-five (35) feet within one hundred (100) feet of any residential use or district.
- (8) Driveways, streets, and facilities for routing traffic shall be designed in such a manner that entrances and exits to public streets are not hazardous and that traffic congestion is minimized. Furthermore, no entrances or exits shall direct traffic into adjacent residential districts.
- (9) The open storage of equipment, materials or commodities may be permitted, provided such storage shall not be located within any required front or buffer yard; shall be screened from all public streets; and, when located on a lot adjacent to a residential district, shall be screened from such residential district. Such screens may be in the form of walls, fences or landscaping; shall be at least six (6) feet in height; and shall be at least fifty (50) percent opaque as viewed from any point along the public street, right-of-way, or the residential district boundary. When landscaping is used for screening, the height and opacity requirements shall be attained within eighteen (18) months after open storage uses are established.

- (10) The parking of commercial vehicles, such as trucks, cargo trailers and tractors may be permitted on hard surface lots, provided such lots shall not be located in any required landscaped area/buffer yard or within the front fifty (50) percent of any required front yard. Furthermore, such commercial vehicles, when located on a lot abutting a residential district, shall be screened from the residential district. Such screen may be in the form of walls, fences or landscaping; shall be at least six (6) feet in height; and shall be at least fifty (50) percent opaque as viewed from any point along the residential district boundary. When landscaping is used for screening, the height and opacity requirements shall be attained within eighteen (18) months after commercial parking lots are established.
- (11) The parking of passenger vehicles shall be permitted in any required yard except the front fifty (50) percent of required front yards and portions of the landscaped areas/buffer yards as otherwise required by Chapter 114.
- (12) An increased setback not less than sixty (60) feet in width shall be provided along each I-CA industrial district boundary line which abuts any residential zoning district. Specific landscaping within the setback area shall be in accordance with Chapter 114 of this Code. That portion of the setback area that is not required to be landscaped shall not be used for processing activities, buildings or structures other than fences, walls or off-street parking.
- (13) Within 300 feet of a residential district, all processes and storage, except of passenger vehicles, shall be in completely closed buildings. Processes and storage located at a greater distance shall be effectively screened by a solid wall or fence at least eight feet in height, but in no case lower in height than the enclosed process or storage.
- (14) Fire and safety hazard. Each use shall be operated so as to minimize the danger from fire and explosion.
- a. All uses storing, processing or producing free or active burning material shall be located entirely within buildings or structures having exterior incombustible walls, and all such buildings shall be set back at least 250 feet from all lot lines.
  - b. All materials or products which produce flammable or explosive vapors or gases under ordinary weather conditions shall not be permitted within 100 feet of any lot line.
  - c. All buildings and structures containing explosives shall be set back from all property lines at least 100 feet.
- (15) Electrical disturbance and radioactivity. Each use shall be so operated as to prevent the emission of quantities of radioactive materials in excess of limits established as safe by the United States Bureau of Standards.

**Sec. 134-443. Other Ind-3-CA requirements.**

- (1) Landscaping/buffer yards/open space. As set forth in the City Code, Chapter 114 (Landscape and Buffer Regulations).
- (2) Parking. As set forth in the City Code, Chapter 134, article V (Parking Standards).
- (3) Signage. As set forth in the City Code, Chapter 122 (Sign Regulations).
- (4) Development permits. As set forth in the City Code, Chapter 134, Article II, Division 4 (Site Plan Review).

\* \* \*

**SECTION THREE.** The provisions of this Ordinance shall be codified as and become and be made a part of the Code of Ordinances of the City of Edgewood.

**SECTION FOUR.** If any section, sentence, phrase, word or portion of this ordinance is determined to be invalid, unlawful or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word or portion of this Ordinance not otherwise determined to be invalid, unlawful or unconstitutional.

**SECTION FIVE.** All ordinances that are in conflict with this Ordinance are hereby repealed.

**SECTION SIX.** This Ordinance shall become effective immediately upon its passage and adoption.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2022, by the City Council of the City of Edgewood, Florida.

PASSED ON FIRST READING: \_\_\_\_\_

PASSED ON SECOND READING: \_\_\_\_\_

\_\_\_\_\_  
Richard A. Horn, Council President

ATTEST:

\_\_\_\_\_  
Sandy Riffle  
Interim City Clerk



**ORDINANCE NO. 2022-01**

**AN ORDINANCE OF THE CITY OF EDGEWOOD, FLORIDA, AMENDING CHAPTER 134 OF THE CODE OF ORDINANCES TO CREATE NEW ZONING DISTRICTS; PROVIDING FOR PERMITTED, AND PROHIBITED USES WITHIN THE NEW ZONING DISTRICTS; PROVIDING FOR DEVELOPMENT STANDARDS AND REGULATIONS WITHIN THE NEW ZONING DISTRICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION, CONFLICTS, AND AN EFFECTIVE DATE.**

**WHEREAS,** the City has annexed land into the jurisdictional boundaries of the City; and

**WHEREAS,** some of the lands annexed have not been assigned City zoning districts and have retained their Orange County zoning designations; and

**WHEREAS,** properties that retain Orange County zoning designations create multiple inefficiencies for the property owners and the City; and

**WHEREAS,** the City Council is also mindful of not creating nonconformities upon developed properties as a result of changing from Orange County to City zoning designations; and

**WHEREAS,** creation of new zoning districts are needed to allow property owners of developed land to continue to use site standards of the County zoning that existed prior to annexation while allowing the City to properly assess and advise as to future use and development activities; and

**WHEREAS,** within this Ordinance, deletions are identified by ~~striketrough~~ text, additions are identified by underline text, and portions of the Code that remain unchanged and which are not reprinted here are indicated by ellipses (\*\*\*)

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EDGEWOOD, FLORIDA, AS FOLLOWS:**

**SECTION ONE.** The findings set forth in the recitals above are hereby adopted as legislative findings of the City Council pertaining to this Ordinance.

**SECTION TWO.** Chapter 134, “Zoning,” Article IV, “District Regulations,” is hereby amended as follows:

42 **Sec. 134-221. R-1AA-CA and R-1A-CA Intent and purpose.**

43  
44 The R-1-AA-CA and R-1-A-CA single-family dwelling districts are exclusively for land  
45 that has been annexed from the County and developed under County site standards.

46  
47 **Sec. 134-222. R-1AA-CA and R-1A-CA Uses permitted.**

48  
49 The permitted uses within the R1AA-CA and R1A-CA districts shall be the same as the  
50 permitted uses set forth for R-1-AA and R-1-A zoning districts in Section 134-219.

51  
52 **Sec. 134-223. R-1AA-CA and R-1A-CA Special exceptions.**

53  
54 The special exception uses within the R1AA-CA and R1A-CA districts shall be the same  
55 as the special exception uses set forth for R-1-AA and R-1-A zoning districts in Section 134-220.

56  
57 **Sec. 134-224 – R-1AA-CA and R-1A-CA Site Standards.**

	<u>R-1AA-CA</u>	<u>R-1A-CA</u>
<u>Minimum Lot Area</u>	<u>10,000 square feet</u>	<u>7,500 square feet</u>
<u>Minimum Living Area</u>	<u>1,200 square feet</u>	<u>1,200 square feet</u>
<u>Minimum Lot Width</u>	<u>85 feet</u>	<u>75 feet</u>
<u>Minimum Building Setback</u>		
<u>Front Yard</u>	<u>25 feet</u>	<u>25 feet</u>
<u>Rear Yard</u>	<u>30 feet</u>	<u>30 feet</u>
<u>Side Yard</u>	<u>7.5 feet</u>	<u>7.5 feet</u>
<u>Maximum Height</u>	<u>35 feet</u>	<u>35 feet</u>
<u>Maximum Impervious Surface</u>	<u>45%</u>	<u>45%</u>

59  
60 \* \* \*

61 **Sec. 134-284. –R-3-CA Intent and purpose.**

62  
63 The R-3-CA district is exclusively for land zoned R-3 at the time of annexation into the  
64 City.

65  
66 **Sec. 134-285. R-3-CA Uses permitted.**

67  
68 Only the following uses shall be permitted within any R-3-CA district:  
69 (1) Any use permitted in the R-2 district, pursuant to Section 134-255, provided the  
70 density does not exceed that allowed by the property’s comprehensive plan future  
71 land use designation.

- (2) Multiple-family dwellings, provided the density does not exceed that allowed by the property’s comprehensive plan future land use designation.
- (3) Kindergarten and day nurseries.

**Sec. 134-286. R-3-CA Special exceptions.**

The special exception uses within the R-3-CA district shall be the same as the special exception uses set forth for the R-2 district in by Section 134-256.

**Sec. 134-287. – R3-CA Site development standards.**

Site development standards within the R3-CA district shall be the same as required for the R3 district set forth in Section 134-579 with the exception of impervious surface maximum for lots with a one family building (aka single family dwelling). For a one family building lot, a minimum of 40% private open space shall be provided on each lot. Residential private open space for this section is defined as the usable open space on individual lots maintained by the required front, rear and side yards of the residential zoning district and excluding paved driveways, principal and accessory structures; but recreational structures such as, but not limited to, pools, tennis courts and porches can be included in calculating residential open space.

\* \* \*

**Sec. 134-439– IND-CA Intent and purpose.**

The IND-CA district is exclusively for land that has been annexed from the County and developed under County Ind-3 site standards.

**Sec. 134-440. - Uses permitted.**

The following uses shall be permitted with the IND-CA district:

- (1) Any use permitted in the C-3 wholesale commercial district as set forth in Section 134-403.
- (2) Any other use when, after a review of an application, the city council finds as a fact that the proposed use is consistent with the general zoning plan and with the public interest. Determination shall be after public notice and public hearing.

**Sec. 134-441. - Uses prohibited.**

The following uses are expressly prohibited in the IND-CA district:

- (1) Non-medical marijuana sales.
- (2) Cannabis farm.

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**Sec 134.442. - Performance standards.**

All uses in the IND-CA district shall conform to the standards of performances described below in addition to those standards contained in Article VII of this chapter and shall be so constructed, maintained, and operated as not to be injurious or offensive to the occupants of adjacent premises by reason of the emission or creation of noise, vibration, smoke, dust or other particulate matter, toxic or noxious waste materials, odors, fire and explosive hazard or glare.

- (1) Floor area ratio (FAR) shall not exceed 0.75.
- (2) Front yards: Twenty-five (25) feet.
- (3) Side yards: Fifteen (15) feet.
- (4) Rear yards: Ten (10) feet.
- (5) Rear yards and side yards may be reduced to zero when the rear or side property lines abut the boundary of a railroad right-of-way, but only in those cases where an adjacent wall or walls of a building or structure are provided with railroad loading and unloading capabilities; however, no trackage shall be located nearer than three hundred (300) feet from any residential district.
- (6) Setbacks shall be a minimum of fifty (50) feet from the normal high water elevation on every natural surface water body.
- (7) Maximum building height: Fifty (50) feet, except thirty-five (35) feet within one hundred (100) feet of any residential use or district.
- (8) Driveways, streets, and facilities for routing traffic shall be designed in such a manner that entrances and exits to public streets are not hazardous and that traffic congestion is minimized. Furthermore, no entrances or exits shall direct traffic into adjacent residential districts.
- (9) The open storage of equipment, materials or commodities may be permitted, provided such storage shall not be located within any required front or buffer yard; shall be screened from all public streets; and, when located on a lot adjacent to a residential district, shall be screened from such residential district. Such screens may be in the form of walls, fences or landscaping; shall be at least six (6) feet in height; and shall be at least fifty (50) percent opaque as viewed from any point along the public street, right-of-way, or the residential district boundary. When landscaping is used for screening, the height and opacity requirements shall be attained within eighteen (18) months after open storage uses are established.
- (10) The parking of commercial vehicles, such as trucks, cargo trailers and tractors may be permitted on hard surface lots, provided such lots shall not be located in any required landscaped area/buffer yard or within the front fifty (50) percent of any required front yard. Furthermore, such commercial vehicles, when located on a lot abutting a residential district, shall be screened from the residential district. Such screen may be in the form of walls, fences or landscaping; shall be at least

154 six (6) feet in height; and shall be at least fifty (50) percent opaque as viewed  
155 from any point along the residential district boundary. When landscaping is used  
156 for screening, the height and opacity requirements shall be attained within  
157 eighteen (18) months after commercial parking lots are established.

158 (11) The parking of passenger vehicles shall be permitted in any required yard except  
159 the front fifty (50) percent of required front yards and portions of the landscaped  
160 areas/buffer yards as otherwise required by Chapter 114.

161 (12) An increased setback not less than sixty (60) feet in width shall be provided along  
162 each I-CA industrial district boundary line which abuts any residential zoning  
163 district. Specific landscaping within the setback area shall be in accordance with  
164 Chapter 114 of this Code. That portion of the setback area that is not required to  
165 be landscaped shall not be used for processing activities, buildings or structures  
166 other than fences, walls or off-street parking.

167 (13) Within 300 feet of a residential district, all processes and storage, except of  
168 passenger vehicles, shall be in completely closed buildings. Processes and storage  
169 located at a greater distance shall be effectively screened by a solid wall or fence  
170 at least eight feet in height, but in no case lower in height than the enclosed  
171 process or storage. (THIS IS FROM THE CITY)

172 (14) Fire and safety hazard. Each use shall be operated so as to minimize the danger  
173 from fire and explosion.

174 a. All uses storing, processing or producing free or active burning material shall  
175 be located entirely within buildings or structures having exterior  
176 incombustible walls, and all such buildings shall be set back at least 250 feet  
177 from all lot lines.

178 b. All materials or products which produce flammable or explosive vapors or  
179 gases under ordinary weather conditions shall not be permitted within 100 feet  
180 of any lot line.

181 c. All buildings and structures containing explosives shall be set back from all  
182 property lines at least 100 feet.

183 (15) Electrical disturbance and radioactivity. Each use shall be so operated as to  
184 prevent the emission of quantities of radioactive materials in excess of limits  
185 established as safe by the United States Bureau of Standards.

186  
187 **Sec. 134-443. Other Ind-3-CA requirements.**  
188

189 (1) Landscaping/buffer yards/open space. As set forth in the City Code, Chapter 114  
190 (Landscape and Buffer Regulations).

191 (2) Parking. As set forth in the City Code, Chapter 134, article V (Parking  
192 Standards).

193 (3) Signage. As set forth in the City Code, Chapter 122 (Sign Regulations).

(4) Development permits. As set forth in the City Code, Chapter 134, Article II, Division 4 (Site Plan Review).

\* \* \*

**SECTION THREE.** The provisions of this Ordinance shall be codified as and become and be made a part of the Code of Ordinances of the City of Edgewood.

**SECTION FOUR.** If any section, sentence, phrase, word or portion of this ordinance is determined to be invalid, unlawful or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word or portion of this Ordinance not otherwise determined to be invalid, unlawful or unconstitutional.

**SECTION FIVE.** All ordinances that are in conflict with this Ordinance are hereby repealed.

**SECTION SIX.** This Ordinance shall become effective immediately upon its passage and adoption.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2022, by the City Council of the City of Edgewood, Florida.

PASSED ON FIRST READING: \_\_\_\_\_

PASSED ON SECOND READING: \_\_\_\_\_

\_\_\_\_\_  
Richard A. Horn, Council President

ATTEST:

\_\_\_\_\_  
Sandra Riffle  
Interim City Clerk



Date: April 13, 2022  
To: City Council  
From: Ellen Hardgrove, City Planning Consultant  
XC: Sandy Riffle, Interim City Clerk  
Brett Sollazzo, Administrative Assistant  
Drew Smith, City Attorney  
Re: Proposed Comprehensive Plan Amendment – Site Specific Future Land Use Designation

This agenda item is a proposed comprehensive plan amendment to add a new future land use designation for uses that require site specific development standards to ensure land use and environmental compatibility. The proposed amendment adds a sixth future land use designation, Site Specific Plan, to Future Land Use Policy 1.1.6. to help the city plan for future growth and development.

As proposed, the uses that are allowed in the new future land use designation are any of the uses allowed in the City’s existing future land use designations. As also proposed, a request to designate a parcel as Site Specific Plan will require a simultaneous text amendment detailing, at a minimum, the specific allowable uses and densities/intensities.

The proposed policy also requires that development on property with this designation be rezoned to a new zoning district. The intent of the new zoning district is to ensure a well-planned development program that is compatible with adjacent land use, the environment, and public infrastructure through site specific design/development standards and architectural controls.

General language is also proposed to be added to this policy, applicable to all future land use designations, to provide an understanding that the listed densities/intensities are not an entitlement.

The Planning and Zoning Board (P&Z) discussed the proposed amendment at their April 4<sup>th</sup> board meeting. P&Z recommended transmittal of the proposed text amendment to the Department of Economic Opportunity (DEO), which is the initial step for eventual adoption. In addition, there was a consensus that the development needs to include smart growth development design, provide recreation space in employment as well as residential areas, and accommodate future infrastructure needs such as alternative energy sources. This discussion prompted a staff recommended change, which is included in the proposed ordinance as italicized text.

**Suggested motion:** Approval to transmit the proposed amendment to the DEO as proposed in the draft Ordinance No. 2022-03 included in the Council’s packet.

**ORDINANCE NO. 2022-03**

**AN ORDINANCE AMENDING THE CITY OF EDGEWOOD  
COMPREHENSIVE PLAN RELATED TO THE CREATION  
OF A SITE SPECIFIC FUTURE LAND USE  
DESIGNATION; PROVIDING FOR CODIFICATION;  
PROVIDING FOR CONFLICT AND SEVERABILITY; AND  
PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the City Council of the City of Edgewood adopted the City of Edgewood Comprehensive Plan by Ordinance No. 91-378 on December 17, 1991, pursuant to Chapter 163.3184, Florida Statutes; and

**WHEREAS**, the City Council of the City of Edgewood amended the City of Edgewood Comprehensive Plan by Ordinance No. 2013-04 on November 19, 2013, pursuant to Chapter 163.3184, Florida Statutes; and

**WHEREAS**, the City Council of the City of Edgewood amended the City of Edgewood Comprehensive Plan by Ordinance No. 2021-02 on December 21, 2021 pursuant to Chapter 163.3184, Florida Statutes; and

**WHEREAS**, the City of Edgewood Comprehensive Plan, is the product of an ongoing planning process; and

**WHEREAS**, an updated and current City of Edgewood Comprehensive Plan is essential to direct the City's future planning programs; and

**WHEREAS**, in some circumstances, certain future land uses require a more detailed level of review to ensure adjacent land use compatibility, environmental compatibility, and/or coordination with the limited availability public infrastructure; and

**WHEREAS**, the Local Planning Agency for the City of Edgewood received input and advice from its planners and staff; and

**WHEREAS**, the City Council of the City of Edgewood deems it necessary to make such revisions to the City of Edgewood Comprehensive Plan, as contained in this Ordinance; and

**WHEREAS**, all required public notices and public hearings for such amendment to the City of Edgewood Comprehensive Plan have been properly given and held; and

**WHEREAS**, amendments to the Comprehensive Plan as contained in this Ordinance are identified by underlined text.

**NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF EDGEWOOD, FLORIDA AS FOLLOWS:**

**SECTION 1. LEGISLATIVE FINDINGS.** The Recitals set forth above are hereby adopted as legislative findings of the City Council of the City of Edgewood.



**SECTION 2. COMPREHENSIVE PLAN AMENDMENT TEXT. .**

Policy 1.1.6 Development orders shall only be approved consistent with the adopted Future Land Use Map. The Future Land Use Map classifications are defined below:

Commercial: Activities within land areas that are predominantly connected with the sale, rental and distribution of products, or performance of services. Commercial uses will be at a relatively low to moderate intensity, consistent with existing uses. Maximum commercial intensity shall be 0.50 F.A.R. (floor area ratio), unless as set forth below.

Properties with a Commercial Future Land Use designation that have frontage on a roadway designated as "principal arterial", may have a mixed-use development pattern not exceeding 3.0 F.A.R. and up to 80 dwelling units per acre, when adequate public facilities and services are demonstrated to be available and land use compatibility demonstrated. This mixed-use pattern will promote infill and redevelopment, while also promoting a reduction in vehicle trips and promoting mobility. Properties developing under the mixed- use concept may develop meeting the following design components, implemented through the land development regulations:

1. Massing and scale building heights shall be permitted by land development regulations; however, floors over the first may be required to be stepped back to provide massing relief from adjacent properties with a residential designation.
2. All sides of mixed use buildings shall incorporate architectural detail and design elements so that there are no blank walls on the exterior, incorporating a variety of rooflines, windows, and visual relief through changes in building material, as well as horizontal and vertical changes in the building facades.
3. Active uses within mixed-use buildings, including parking areas, recreational facilities, and mechanical equipment shall be appropriately buffered to reduce impact on existing residential uses.
4. Lighting and signage shall be appropriately designed, scaled and shielded to reduce impact on surrounding residential areas.
5. Other compatibility measures and development standards as may be defined through the Planned Development and site plan review process.
6. Any site with a property line adjacent to a street that provides access to a residential neighborhood shall have no curb cuts onto the residential street, so as to minimize impact to the residential neighborhood, unless approved by

82 City Council in a public hearing as part of a Planned Development Zoning or  
83 a conditional use process.

84  
85 Low Density Residential: Low density residential land uses shall be at a density  
86 not exceeding 4 dwelling units per acre.

87  
88 Medium Density Residential: Medium density residential land uses shall be at a  
89 density greater than 4 dwellings units per acre and not exceeding 7 dwelling units  
90 per acre.

91  
92 High Density Residential: High density residential land uses shall be at a density  
93 exceeding 7 dwelling units per acre but not greater than 16 units per acre.

94  
95 Institutional: Activities within land areas that are predominantly connected with  
96 government, schools, hospitals, and medically related facilities. Institutional land  
97 uses will be at a relatively low to moderate intensity, consistent with existing  
98 uses. Maximum institutional intensity will be 0.50 F.A.R. (floor area ratio).

99  
100 Site Specific Plan: The Site Specific Plan designation is used for parcels that, due  
101 to the proposed use, residential and/or nonresidential, require a more detailed  
102 level of review to ensure land use and/or environmental compatibility. To be  
103 compatible means, a development, building and/or land use is designed to be able  
104 to exist or occur without conflict with its surroundings in terms of its uses, scale,  
105 height, massing, and location on its site, *as well as to avoid negative impacts to*  
106 *public services and facilities, and to provide environmental sustainability.* The  
107 permitted uses on property with a Site Specific Plan designation shall be those  
108 allowed in any of the other City future land use designations; however, the ability  
109 to develop any use on the property shall be conditioned on demonstration of  
110 adjacent land use and environmental compatibility. The maximum density  
111 allowed shall be 16 units per acre for residential and 1.0 floor area ratio for  
112 nonresidential. Simultaneously with establishing this designation on the Future  
113 Land Use Map, a policy amendment shall be approved that details the  
114 development program for the property including, at a minimum, specific  
115 permitted uses and maximum density/intensity. Any change to such policy  
116 directives shall require a comprehensive plan amendment. Development on  
117 properties with this designation shall be required to be rezoned to the Site Specific  
118 Plan District to ensure a well-planned development program compatible with  
119 adjacent uses through consistency with site specific design standards and  
120 architectural controls.

121 The density/intensity maximums listed in this policy are not an entitlement and are  
122 not achievable in all situations. Many factors may limit the permitted use and/or

123 density and/or intensity including, but not necessarily limited to, physical limitations  
124 imposed by property dimensions and onsite natural resources and environmental  
125 systems; necessary land use compatibility design standards; *compliance with smart*  
126 *growth development design including, but not limited to, the need to accommodate*  
127 *innovative technology for the provision of infrastructure needs such as electric*  
128 *charging stations and alternative energy sources, and green building design; the need*  
129 *to provide recreation space in employment as well as residential areas;* as well as  
130 compliance with applicable code requirements such as, but not limited to parking,  
131 open space, setbacks, and impervious surface maximums.

132 **SECTION 3.** All ordinances or parts of ordinances in conflict with this Ordinance are  
133 hereby repealed.

134  
135 **SECTION 4.** After the first public hearing, this amendment was transmitted to the  
136 Department of Economic Opportunity, and a copy was submitted to each of: the East Central  
137 Florida Regional Planning Council, the St. Johns River Water Management District, the  
138 Department of Environmental Protection, the Department of State, the Department of  
139 Transportation, Orange County, and any other unit of local government or governmental agency  
140 in the State of Florida that has filed a written request with the Clerk of the City of Edgewood,  
141 Florida.

142  
143 **SECTION 5.** This Ordinance shall become effective 31 days after the Department of  
144 Economic Opportunity notifies the City that the Plan Amendment package is complete, or on the  
145 date a final order is issued by the Department of Economic Opportunity or Administration  
146 Commission finding the amendment in compliance, whichever occurs sooner. No development  
147 permits or land uses dependent on this amendment may be issued or commence before it has  
148 become effective.

149  
150 **FIRST READING** on the \_\_\_\_ day of \_\_\_\_\_, 2022.

151 **ADOPTED** by the City Council of the City of Edgewood, Florida, this \_\_\_\_ day of  
152 \_\_\_\_\_, 2022.

153  
154 \_\_\_\_\_  
155 Richard A. Horn, Council President

156  
157  
158 *ATTEST:*

159  
160 \_\_\_\_\_  
161 Sandra Riffle, City Clerk

**ORDINANCE NO. 2022-02**

**AN ORDINANCE OF THE CITY OF EDGEWOOD, FLORIDA, RELATING TO SIGNS; AMENDING CHAPTER 122 OF THE CITY OF EDGEWOOD CODE OF ORDINANCES RELATING TO WINDOW SIGNS; PROHIBITING WINDOW SIGNAGE; PROVIDING AN EXCEPTION FOR ONE WINDOW SIGN NO LARGER THAN FIVE SQUARE FEET IN COPY AREA; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION, CONFLICTS, AND EFFECTIVE DATE.**

**WHEREAS**, the regulation of signs is necessary to protect the public health, safety and welfare of the citizens, businesses and visitors to the City of Edgewood (“the City”); and

**WHEREAS**, during the implementation of new sign regulations, the City has monitored the effectiveness and efficiency of said regulations; and

**WHEREAS**, the City continues to face challenges in effectively controlling window signage in a manner that avoids sign clutter and aesthetic impacts to buildings; and

**WHEREAS**, some businesses continue to abuse the allowances for window signage the City has tried to maintain; and

**WHEREAS**, as building practices evolve and more glass and windows are used in buildings, the challenges presented by window signage become more significant; and

**WHEREAS**, in order to avoid sign clutter and protect the aesthetic beauty of the City of Edgewood, the City Council finds it appropriate and necessary to further restrict the usage of window signage within the City of Edgewood.

**WHEREAS**, the City Council finds that this Ordinance is concerned with the secondary effects of speech including but not limited to aesthetics and traffic safety, and are not intended to regulate viewpoints or censor speech, and for those and other reasons that the foregoing provisions are not subject to, or would not fail, a “prior restraint” analysis.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EDGEWOOD, FLORIDA, AS FOLLOWS:**

**SECTION ONE.** The findings set forth in the recitals above are hereby adopted as legislative findings of the City Council pertaining to this Ordinance.

42           **SECTION TWO.** Chapter 122, “Signs,” of the City of Edgewood Code of Ordinances is  
43 hereby amended as set forth as follows (note: additions are indicated by underline, deletions are  
44 indicated by ~~strikethrough~~, and portions of the Code that remain unchanged and which are not  
45 reprinted here are indicated by ellipses (\*\*\*):

47 **Sec. 122-10. Prohibited signs.**

48 \*\*\*

49 (23) Window signage ~~that exceeds 25 percent of the total glass area of all windows and 333~~  
50 ~~glass doors~~ except as expressly allowed within this Chapter. Window signage lawfully  
51 existing as of \_\_\_\_\_ shall be allowed to remain until the earlier of: 1) voluntary  
52 removal of the window signage or 2) a change of occupancy in the unit upon which the  
53 window signage is located.

55 **Sec. 122-13. Signs subject to permitting.**

56 (b) *Non-residential.*

57 \*\*\*

58 (4) Subject to the maximum total copy area, the following signs shall be permitted in all  
59 non-residential zoning districts:

60 a. *Ground signs.* Ground signs shall be permitted pursuant to the following:

- 61 1. One low-profile sign, one tall-profile sign, consistent with the definitions for  
62 same, or one electronic changeable message sign consistent with the  
63 requirements in subsection 122-13(b)(4)a.5 below, shall be allowed along  
64 each public road right-of-way the parcel abuts.
- 65 2. On multi-occupant parcels at least five acres in size with at least 375 feet of  
66 parcel depth measured from the front property line to the rear property line,  
67 one large parcel sign, consistent with the definition for same, shall be  
68 allowed in lieu of a low-profile, tall-profile, or electronic changeable  
69 message sign.
- 70 3. On parcels abutting multiple public road rights-of-way, one additional  
71 ground sign shall be allowed per secondary road frontage. The sign location  
72 along the secondary frontage shall be at least 100 feet from the point of road  
73 intersection with the primary road, as measured along the right-of-way. The  
74 secondary frontage shall be the road with the lowest traffic count.

75 \*\*\*

76 b. *Attached signs.* The following attached signs shall be permitted:

- 77 1. One wall sign, one projecting sign, or one hanging sign shall be allowed per  
78 principal building façade facing a public road right-of-way for each principal  
79 building located on a parcel; such sign or signs allowed herein do not have to  
80 be located on the building façade facing the public road right-of-way, but  
81 only one such sign shall be allowed per building façade.
- 82 i. No wall sign or supporting structure for a wall sign shall project  
83 more than 12 inches from the wall of a building nor over any  
84 public right-of-way. Wall signs may not disrupt architectural  
85 features of the building and must be architecturally compatible and  
86 consistent with the building. Further, no wall sign shall extend  
87 above the roofline except where an exterior parapet wall projects  
88 above the roofline, in which case such sign may extend to the top  
89 of such wall.
- 90 ii. No projecting sign shall extend beyond three feet beyond the face  
91 of the building. No sign face of any projecting sign may be greater  
92 than six square feet in area. A projecting sign shall be hung at a 90-  
93 degree angle from the face of the building and the bottom of the  
94 projecting sign shall be at least seven feet above grade.
- 95 iii. The edge of any hanging sign furthest from the building shall not  
96 extend beyond the edge of the roofline. No sign face of any  
97 hanging sign may be greater than six square feet in area. A hanging  
98 sign shall be hung either parallel to or at a 90-degree angle from  
99 the face of the building. The bottom of the hanging sign shall be at  
100 least seven feet above grade.
- 101 2. One awning sign shall be allowed per awning installed upon the principal  
102 buildings located upon the premises.
- 103 c. Window Signs. Window Signs shall be allowed only on the ground floor of a  
104 building. One window sign not exceeding 5 square feet in copy area or two  
105 matching window signs with each sign located on a different window in a  
106 symmetrical manner not exceeding a cumulative 7 square feet in copy area shall  
107 be allowed. Window signs shall be counted in the total copy area allowed. ~~and~~  
108 ~~shall be limited to an area that does not exceed 25 percent of each window area.~~  
109 The remaining 75% of the windows shall remain transparent. A glass door shall  
110 be categorized as a window for this regulation.
- 111 d. One fuel pump sign with copy area no greater than two square feet located upon a  
112 functional and properly licensed fuel pump. Fuel pump signs shall not be included  
113 in the calculation of maximum total copy area.
- 114 e. Governmental right-of-way signs.
- 115 (5) In addition to the maximum number of signs and total square footage allowed per  
116 parcel, each business location located within a multiple-occupant building with an  
117 individual exterior entrance location, shall be permitted one attached sign consistent

with subsection 122-13(b)(4)b. and window signage consistent with subsection 122-13(b)(4)(c), which signs shall be located proximate to the primary entrance to such business location. Such multiple-occupant signage shall be subject to the following:

- a. The total maximum copy area available for such multiple-occupant signage per parcel shall be two square feet of copy area for each linear foot of building frontage of the building. ~~If the building has multiple stories which are utilized for business locations, then the width of each additional story shall be utilized in calculating the building frontage.~~ Each occupant of the building shall then be allocated sign square footage based on their rental (or owned) square footage percentage of the total available square footage in the building. In no event, however, may any one business location exceed a maximum of 100 square feet of total copy area except as otherwise authorized for an anchor tenant.
- b. Anchor tenants upon a multiple-occupant parcel shall be allowed an additional one square foot of copy area for each linear foot of building frontage of that portion of the building occupied by the anchor tenant over 100 linear feet. Said additional copy area shall not exceed 200 square feet of copy area per anchor. The copy area allowed within this paragraph shall be wall signage, awning signage, or a combination thereof.

**SECTION THREE.** If any section, subsection, sentence, clause, phrase, word or provision of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, whether for substantive, procedural, or any other reason, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this Ordinance.

**SECTION FOUR.** It is the intent of the City Council of the City of Edgewood that the provisions of this Ordinance shall be codified. The codifier is granted broad and liberal authority in codifying the provisions of this Ordinance.

**SECTION FIVE.** This Ordinance shall take effect immediately upon adoption as provided by the Charter of the City of Edgewood.

PASSED ON FIRST READING THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022.

PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022.

154

155

CITY OF EDGEWOOD, FLORIDA

156

CITY COUNCIL

157

158

159

Richard A. Horn, Council President

160 ATTEST:

161

162

Sandra Riffle, Interim City Clerk

163

164



## Edgewood Business and Property Owners Association

Ordinance 2022-02

Sign Ordinance

To: Planning and Zoning and City Council  
Edgewood City Hall  
405 Bagshaw Way

3/11/2022

The Edgewood Business and Property Owners Association does not support the proposed sign changes in the proposed new code. Under much duress we accepted the code changes that Edgewood brought to the table with some compromises. We did not like them but accepted them. This was back in 2018/2019. We felt they were too restrictive then, but gave in to attempt to work with the city. Now once again after two to three years, the city is adding more restrictions to businesses being able to do business and market their business in the city. Although the city appears to have grandfathered existing business owners in with their current signs, as Edgewood loses businesses through attrition the new businesses will have another restriction placed on them which may make move to a more business friendly city. The majority of the current business owners I have spoken to lately feel this city has yet to be business friendly. Once again the city has not gone to the business owners or this association to inform them of their plans, unfortunately again putting another black mark on transparency and making the city look like they do not even want business owner's opinions on anything to do with having businesses in the city.

I have within the last 3 years talked to multiple commercial developers that are building in and around the city of Edgewood and asked them if they are planning to do any developing in the city of Edgewood. Unfortunately I get pretty much the same response from all the major developers I have spoken to which goes something like this. As a developer it is no longer if you build it they will come. You need to be able to prove within reason to business owners that will be leasing the space that there would be a good chance they would succeed. With the multitude of restrictions the city has on business in the city the formula just does not work to build something profitable to the developer and businesses that will be leasing it. There is much more return on investment just outside the city limits. Most do not feel they will be building anything of substantial value to the city, within city limits any time in the near future unless Edgewood changes the way it seems to feel about businesses and restrictions in the city.

If possible I would like this letter read into and made a permanent part of the record for planning and zoning and the city council meetings that are planned for this ordinance.

I can be reached for comment at 407-716-9888 or email at [John.edgewoodcenter@gmail.com](mailto:John.edgewoodcenter@gmail.com)

Sincerely John Moccio (Edgewood Business and Property Owners Association)



# Memo

**To:** Mayor Dowless, Council President Horn,  
Council Members Chotas Lomas, Pierce, and Rader

**From:** Sandy Riffle, Interim City Clerk

**Date:** April 13, 2022

**Re:** Boards and Committees Reports

The following business items were reviewed by the Planning and Zoning Board on Monday, March 14, 2022.

**1. Variance 2022-02 (Sec. 134-579) - 535 Mandalay Road Home Addition**

**The following is provided in your agenda packet for your review and consideration.**

- City Engineer report dated 3/4/2022
- Variance application and plans dated 2/16/2022

The notice of Public Hearing was mailed on Thursday, March 3, 2022, to those property owners within 500 feet of the subject property regarding Variance 2022-02. There were 41 notices provided by U.S. Mail. Zero notices were returned as undeliverable, and no objections were received at City Hall as of the date of this memo.

The City Engineer has no objections to the variance and is prepared to respond to any questions you may have regarding the variance request.

***Board Member Nelson made a motion to recommend approval of Variance 2022-02 as presented. The motion was seconded by Board Member Gibson. The motion was approved (3/0).***

***The motion was approved by roll call vote.***

Board Member Gragg	Favor
Board Member Nelson	Favor
Board Member Gibson	Favor
Chair Kreidt	Absent
Board Member Santurri	Absent

**2. 506 & 512 Linson Court**

**Proposed Replat and Variance Request 2022-01**

**The following is provided in your agenda packet for your review and consideration.**

- Combined staff report dated 4/11/2022
- CPH Plat review and checklist dated 2/28/2022
- Preliminary subdivision application and plans dated 1/11/2022
- Variance application and plans dated 2/2/2022

A legal advertisement was placed in the Orlando Sentinel on Thursday, March 3, 2022, to advertise the proposed replat and variance.

The notice of Public Hearing was mailed on Thursday, March 3, 2022 to those property owners within 500 feet of the subject property regarding the proposed replat and Variance 2022-01. There were 39 notices provided by U.S. Mail. Zero notices were returned as undeliverable and no objections were received at City Hall as of the date of this memo.

**Board Member Nelson made a motion to recommend approval of the Subdivision Plan and Plat, subject to the City consultants' recommended changes, including a delay in the recording of the final plat until the existing house on existing Lot 15 (new Lot 2) is demolished to avoid creating a nonconforming side setback and encroachment into new Lot 1. The motion was seconded by Board Member Gibson. The motion was approved (3/0).**

The motion was approved by roll call vote:

Board Member Gibson	Favor
Board Member Gragg	Favor
Board Member Nelson	Favor
Chair Kreidt	Absent
Board Member Santurri	Absent

**Board Member Nelson made a motion to recommend the approval of Variance 2022-01 to Code Section 126-168(8). The motion was seconded by Board Member Gibson. The motion was approved (3/0).**

The motion was approved by roll call vote

Board Member Gragg	Favor
Board Member Gibson	Favor
Board Member Nelson	Favor
Chair Kreidt	Absent
Board Member Santurri	Absent



Date: April 11, 2022  
 To: City Council  
 From: Ellen Hardgrove, City Planning Consultant  
 Allen Lane, City Engineering Consultant  
 XC: Sandy Riffle, Interim City Clerk  
 Brett Sollazzo, Administrative Assistant  
 Drew Smith, City Attorney  
 Re: Proposed Replat of Lots 14 and 15, Block A, Oak Lynn Second Plat, Plat Book W, Page 97

This is a review of a proposed replat of two lots of the Oak Lynn Second Plat: Lots 14 and 15 Block A as recorded in Plat Book W, Page 97, as copied to Exhibit 1. No additional lots are proposed. The proposal is to move the existing line between Lots 14 and 15 to provide existing Lot 14 with lake frontage as shown in Exhibit 2.

Exhibit 1 – Subject Property/Oak Lynn Second Replat (platted in 1958)

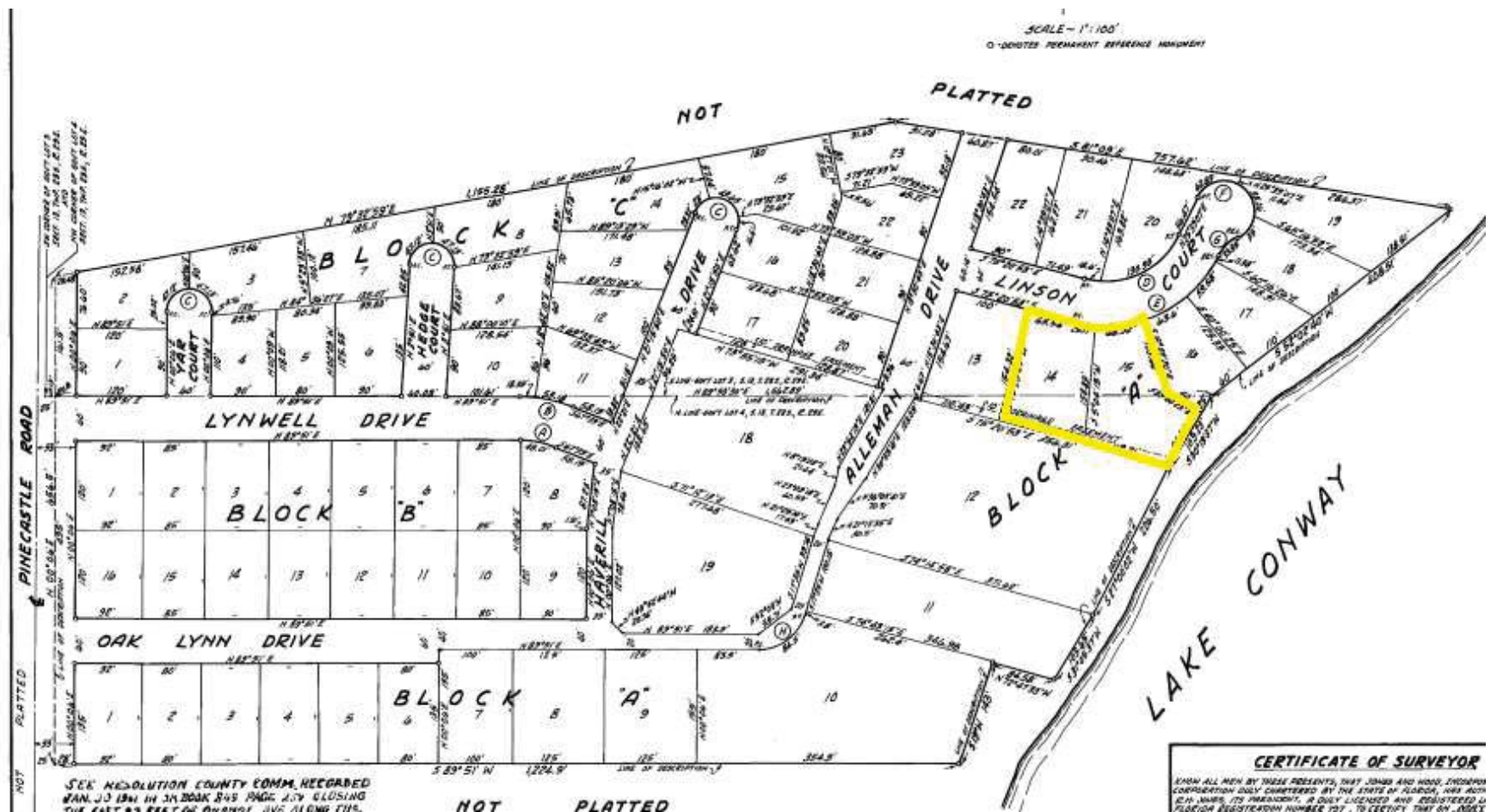
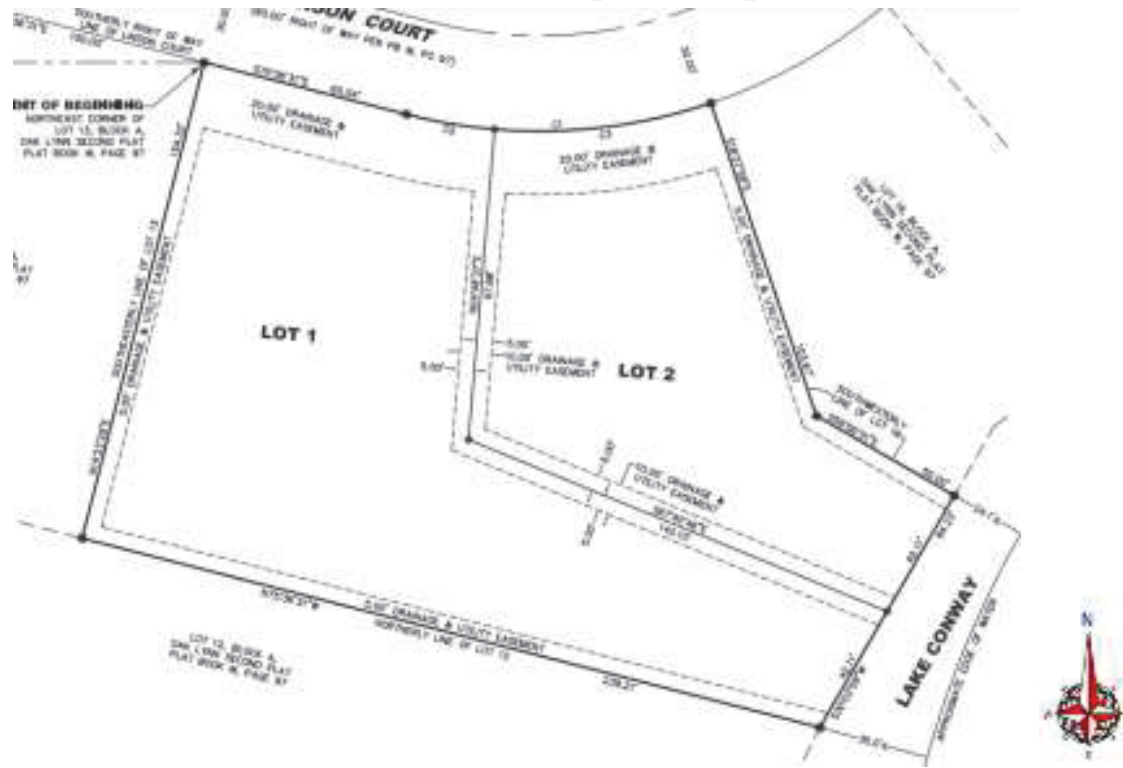


Exhibit 2 – Proposed Replat

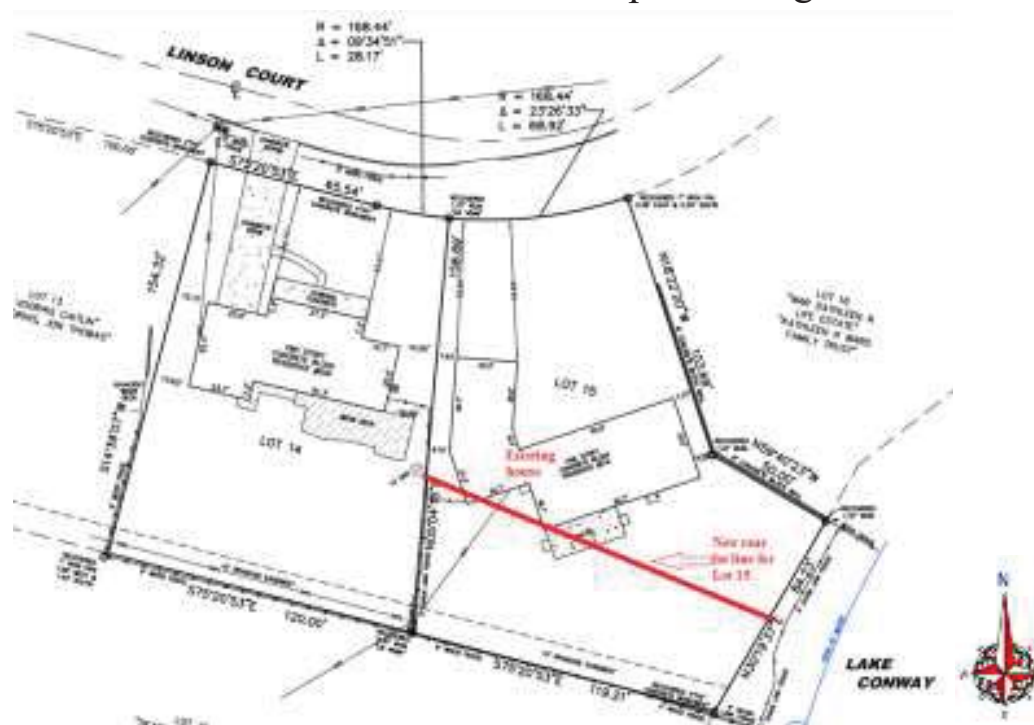


Code Section 126-61 provides an exemption to the full subdivision review process when no new streets, water, sewer or drainage structures are involved. Such is the case for the proposed replat. The proposed preliminary and final subdivision plan (the plat) can be considered simultaneously.

Lot 14 is currently 16,528 square feet and proposed to be, as Lot 1, increased to 23,081 square feet; Lot 15 is currently 19,654 square feet and is proposed to be, as Lot 2, decreased to 13,108 square feet. Both are zoned R1AA. Both new lot configurations meet the R1AA minimum lot area (10,890 square feet).

A house exists on each lot. The proposed new lot line will clip two corners of the house on existing Lot 15 (to become Lot 2), as shown in Exhibit 3. The applicant has stated that the existing house will be demolished if the replat is approved, eliminating a potential nonconforming situation.

Exhibit 3 – New Lot Line Clips Existing House



A new house can be constructed to meet the minimum R1AA site standards, which are shown in the table below.

R1AA Site Standards		Proposed Lot 14	Proposed Lot 15
Minimum Lot Size	10,890 square feet	23,081 square feet	13,108 square feet
Minimum Lot Width	90 feet	No change	No change
Minimum Front Yard	30 feet*	No change	Will be able to meet
Minimum Rear Yard	35 feet	No change	Will be able to meet
Minimum Side Yard	10 feet	No change	Will be able to meet
Minimum House Size	2,200 square feet	No change	Will be able to meet
Maximum Impervious Surface	45%	Existing impervious surface percentage decreases with new lot area	Can be met while meeting the minimum house size
Minimum setback from Normal High Water Line (NHWL)	50 feet	Existing house exceeds the minimum	An effective building envelope is possible outside the NHWL minimum setback
*Per Code Sec. 126-168(8), for Lot 15, the front building setback is the distance required to meet the minimum lot width of the zoning district since it is an irregular shaped lot.			

There is some question from the applicant as whether the new line for Lot 2 will be treated as a rear or side. In either case, an effective building envelope is created. The applicant’s preference is for Council to make a determination that the new line on Lot 2 will be a “rear lot line” to preserve the lake view from new Lot 1 (Lot 14 of the existing plat).

The City Engineer and CPH Surveyor reviewed the submitted survey and plat and identified several necessary changes that were presented to the Planning and Zoning Board. With these changes, the Planning and Zoning Board recommended approval.

To the extent necessary, the requested changes have been completed as reflected on the survey and plat in the Council’s agenda package. The plat submitted is consistent with Code Section 126-190 as confirmed by the City’s attorney.

A couple of minor changes need to be made before recording but do not impact staff’s recommendation for approval. These include a type-over on the survey, and the inclusion of found concrete monuments on the plat (per the survey). In addition, CPH has a concern related to the preservation of drainage flow from Lot 13 (west of the subject property) to Lake Conway. The submitted Boundary Survey, dated March 29, 2022, shows a 10 foot drainage easement from Lot 13 and extending through Lots 14 and 15, east, to Lake Conway. The replat of Lots 14 and 15 to new Lots 1 and 2 shows a 10 foot Drainage and Utility Easement running the full length of new Lot 1 to Lake Conway. One of the General Notes on the plat, Note 3, states “The Drainage and Utility Easement shown hereon is to be owned and maintained by the owners of Lots 1 and 2.” The notes on the new plat do not reference the drainage from Lot 13. As a condition of approval of the new plat for Lots 1 and 2, a note needs to be added to the plat to provide for the allowance of the drainage from Lot 13 through the Drainage and Utility Easement shown on Lot 1.

In addition to replatting, the applicant is requesting a variance in how the front yard setback will be applied for the new construction on new Lot 2. Because it is an irregular lot configuration the front setback would be where the lot meets the minimum R1AA width (approximately 44 feet from the front property line) if the new line is treated as rear. If treated as a side, the front setback would be at an unusual configuration. The applicant is requesting the front setback be measured as a standard R1AA lot would be measured; i.e., 30 feet from the front property line. Both staff and the Planning and Zoning Board support approval of this variance.

It is interesting to note that had the lot line not moved, a newly constructed home could have been built at the 30 foot setback without the need for a variance. The subdivision was platted in 1958, prior to City subdivision regulations requiring a different method of determining front setback for irregular shaped lots. Such was the case on the other houses on irregular lots on Linson Court, including the house directly to the east. The replat requires conformance with current land development regulations, thus the need for a variance.

The standards for granting a variance from the subdivision regulations, Code Section Sec. 126-168(8), have been met. Granting the variance would make possible the reasonable use of the land, would be in harmony with the general purposes and intent of subdivision rules, and will not be injurious to the surrounding territory or otherwise be detrimental to the public welfare.

Suggested Motions:

Approval of the plat as dated Received March 30, 2022 conditioned on prior to recording the plat,

- 1) the minor changes noted by CPH on the survey and plat shall be corrected;
- 2) a note shall be added to the plat to provide for the allowance of the drainage from Lot 13 through the Drainage and Utility Easement shown on Lot 1; and
- 3) the house on new Lot 2 shall be demolished.

In addition, the City recognizes the newly created lot line is a rear yard line of Lot 2 for setback purposes.

Approval of a variance in Code Section 126-168(8) to allow the measuring of the front building setback for Lot 2 of the Samolly Park Plat consistent with a regular lot; i.e., the standard front R1AA building setback shall be applied as measured from the front property line.

END

**CITY OF EDGEWOOD  
RECORD PLAT REVIEW CHECK SHEET**

Section M, Item 2.

**NAME OF PLAT: Samolly Park**  
**DATE REVIEWED: April 6, 2022**  
**REVIEWED BY: Randall L. Roberts, RLS**

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**177.041 - Boundary Survey and Title Certification Required**

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1. Signed and Sealed Boundary Survey prepared by Professional Surveyor and Mapper submitted.

APPROVED  
 FAILED

2. Title Opinion or Property Information Report prepared by Attorney, Abstractor, or Title Company.

APPROVED  
 FAILED

3. Title Certificate Legal Description exactly matches Plat Legal Description.

APPROVED as to parent parcels Overall plat description not in Title  
 FAILED

4. All Mortgages listed in Title Certificate are referenced on Plat.

APPROVED  
 FAILED

5. All Easements listed in Title Certificate are shown on Plat.

APPROVED  
 FAILED –

6. Title Opinion or Property Information Report addressed to the City of Edgewood.

APPROVED  
 FAILED



**CITY OF EDGEWOOD  
RECORD PLAT REVIEW CHECK SHEET**

Section M, Item 2.

**NAME OF PLAT: Samolly Park**

**DATE: April 6, 2022**

**177.051 - Name of Subdivision**

7. Name of Subdivision is not a duplicate of any other subdivision except if it is another phase of existing Plat.

- APPROVED  
 FAILED

8. The words “the”, “replat” or “a” may not be used as first word of Subdivision’s primary name.

- APPROVED  
 FAILED

9. All words in the name are of the same size and type of font. (No hand lettered additions)

- APPROVED  
 FAILED

10. The subdivision name must be recited in the Owner’s dedication.

- APPROVED  
 FAILED

11. Subtitle of plat states the Section, Township, Range, County, City (if inside corporate limits) and State.

- APPROVED  
 FAILED –

12. If this is a replat, Subtitle must state that this is a replat and must quote the full name and recording data.

- APPROVED  
 FAILED

**CITY OF EDGEWOOD  
RECORD PLAT REVIEW CHECK SHEET**

Section M, Item 2.

**NAME OF PLAT: Samolly Park**

**DATE: April 6, 2022**

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**177.061 - Qualification of Person filing Plat**

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13. Plat was prepared by a Professional Surveyor licensed in accordance with Chapter 177 and the Boundary Survey was prepared by a Professional Surveyor licensed in accordance with Chapter 472, Florida Statutes

APPROVED  
 FAILED

---

14. Plat contains the printed name of the Surveyor of Record.

APPROVED  
 FAILED

---

15. Plat contains the full address of the Surveyor of Record.

APPROVED  
 FAILED

---

16. Plat contains the registration number of the Surveyor of Record

APPROVED  
 FAILED

---

17. Plat contains the certificate of authorization number of the Company if applicable.

APPROVED  
 FAILED

---

18. Signing surveyor must state that the plat was prepared under his/her direction and complies with all survey requirements of F.S. 177 Part I.

APPROVED  
 FAILED

**CITY OF EDGEWOOD  
RECORD PLAT REVIEW CHECK SHEET**

Section M, Item 2.

**NAME OF PLAT: Samolly Park**

**DATE: April 6, 2022**

**177.071 - Approval of Plat by Governing Bodies**

19. Municipality Approval checked for form and spelling.

- APPROVED  
 FAILED

20. Planner's Approval checked for form and spelling.

- APPROVED –  
 FAILED

21. Surveyor's Approval checked for form and spelling.

- APPROVED  
 FAILED –

22. Mayor, City of Edgewood Acceptance checked for form and spelling.

- APPROVED  
 FAILED

23. Clerk of the Court's Approval checked for form and spelling.

- APPROVED  
 FAILED

**177.081 - Dedication and Approval**

24. Dedication executed by all owners. Dedicates streets, alleys, and easements.

- APPROVED  
 FAILED  
N/A – Not Final Submittal

**CITY OF EDGEWOOD  
RECORD PLAT REVIEW CHECK SHEET**

Section M, Item 2.

**NAME OF PLAT: Samolly Park**

**DATE: April 6, 2022**

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25. Mortgagee(s) executed joinder to the Dedication on face of Plat.

- APPROVED  
 FAILED –
- 

**177.091 - Plats made for Recording**

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26. Index or key map required for multiple sheet plats.

- APPROVED N/A  
 FAILED
- 

27. All matchlines are clearly labeled, if applicable.

- APPROVED N/A  
 FAILED –
- 

28. Scale and font size sufficient to show all detail. The minimum recommended text height is 0.07' at 1"=1"

- APPROVED  
 FAILED
- 

29. Scale shall be stated and graphically shown on every sheet showing any portion of the lands being platted.

- APPROVED  
 FAILED
- 

30. Name of the subdivision shown on all sheets in the same size and type of font.

- APPROVED  
 FAILED
-

**CITY OF EDGEWOOD  
RECORD PLAT REVIEW CHECK SHEET**

Section M, Item 2.

**NAME OF PLAT: Samolly Park**

**DATE: April 6, 2022**

31. Name of Surveyor or legal entity, street and mailing address shown on all sheets.

APPROVED  
 FAILED

32. Prominent North Arrow on all sheets showing any portion of the lands being platted.

APPROVED  
 FAILED

33. Basis of Bearing referenced to a well-established and monumented line stated on all sheets.

APPROVED as per Note #1  
 FAILED

34. Permanent Reference Monuments (PRM's) placed at each corner or change in direction of the plat boundary. **(May not be more than 1400 feet apart and must be set prior to acceptance of the plat. Cannot be bonded.)**

APPROVED Per Legend  
 FAILED

35. Inaccessible PRM's offset within the boundary of the plat and the offset properly noted.

APPROVED  
 FAILED –

36. Registration number for found previously set PRM's noted or, if un-numbered, shall be so noted.

APPROVED Per Legend  
 FAILED

**CITY OF EDGEWOOD  
RECORD PLAT REVIEW CHECK SHEET**

Section M, Item 2.

**NAME OF PLAT: Samolly Park**

**DATE: April 6, 2022**

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37. Permanent Control Points (PCP's) set on centerline at the intersection and terminus of all streets, all changes of direction and not more than 1000 feet apart. **(Must be set within one year of the plat acceptance or, if bonded, must be set prior to the expiration of the bond)**

APPROVED None  
 FAILED

---

38. Monumentation set at all lot corners, points of intersection, and changes of direction of lines within the subdivision which do not require a PRM or PCP. **(Must be set before the transfer of any lot or, if bonded, must be set prior to the expiration of the bond.)**

APPROVED - per plat legend  
 FAILED -

---

39. Section, Township and Range stated immediately under the name of the subdivision on each sheet along with the name of the appropriate city, town, village, county and state in which the plat is situated.

APPROVED  
 FAILED

---

40. Description is complete, exactly matches the title opinion and accurately depicts the lands being platted.

APPROVED  
 FAILED

---

41. All dedications and approvals required by ss.177.071 and 177.081 are shown.

APPROVED  
 FAILED

---

42. The Clerk of the Court's and Professional Surveyor's seal and certification shown.

APPROVED  
 FAILED

N/A – Preliminary Copy

**CITY OF EDGEWOOD  
RECORD PLAT REVIEW CHECK SHEET**

Section M, Item 2.

**NAME OF PLAT: Samolly Park**

**DATE: April 6, 2022**

43. All section lines and quarter section lines occurring within the subdivision are shown.

- APPROVED
- FAILED

44. All information in the legal description is shown. (Point of Commencement, Point of Beginning, etc.)

- APPROVED
- FAILED

45. Location, width, and names of all streets waterways or other right-of-ways shown.

- APPROVED
- FAILED

46. Location, width, and purpose of all existing and proposed easements shown. (Recording information for all existing easements required.)

- APPROVED Question as to Lot 13 use of Drainage Easement (see pdf)
- FAILED –

47. All contiguous properties identified by subdivision title, plat book and page, or if unrecorded, noted as such.

- APPROVED
- FAILED

48. If a replat, sufficient ties to controlling lines on the previous plat to allow an overlay to be made.

- APPROVED
- FAILED

**CITY OF EDGEWOOD  
RECORD PLAT REVIEW CHECK SHEET**

Section M, Item 2.

**NAME OF PLAT: Samolly Park**

**DATE: April 6, 2022**

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49. All lots numbered progressively or, if in blocks, progressively within the blocks.

- APPROVED  
 FAILED
- 

50. Sufficient survey data to accurately describe the bounds of every lot, block, street, easement, tract, etc.

- APPROVED  
 FAILED -
- 

51. All distances to the nearest hundredth of a foot.

- APPROVED  
 FAILED -
- 

52. Curvilinear lot lines shall show as a minimum, the radii, arc distances and central angles.

- APPROVED  
 FAILED
- 

53. Radial lot lines shall be so designated. Directions of nonradial lines shall be indicated.

- APPROVED  
 FAILED
- 

54. All angles, bearings, or azimuths to the nearest second of arc.

- APPROVED  
 FAILED
- 

55. Centerlines of noncurved streets dimensioned with distances together with either angles, bearings or azimuths.

- APPROVED  
 FAILED
-



**CITY OF EDGEWOOD  
RECORD PLAT REVIEW CHECK SHEET**

Section M, Item 2.

**NAME OF PLAT: Samolly Park**

**DATE: April 6, 2022**

---

56. Centerlines of curves streets dimensioned with arc distances, central angles, radii, chord distances, and chord bearings or azimuths.

- APPROVED
  - FAILED
- 

57. Parks and recreations areas so designated.

- APPROVED – N/A
  - FAILED
- 

58. All excepted parcels labeled as “Not a part of this plat.”

- APPROVED – N/A
  - FAILED
- 

59. The purpose of all dedicated blocks, tracts or parcels shall be clearly stated.

- APPROVED N/A
  - FAILED –
- 

60. If line or curve tables are used, the tabular data must appear on the sheet to which it applies.

- APPROVED –
  - FAILED
- 

61. The plat shall include in a prominent place the following statement:

NOTICE: This plat, as recorded in its graphic form, is the official depiction of the subdivided lands described herein and will in no circumstances be supplanted in authority by any other graphic or digital form of the plat. There may be additional restrictions that are not recorded on this plat that may be found in the public records of this county.

- APPROVED
  - FAILED
-

**CITY OF EDGEWATER  
RECORD PLAT REVIEW CHECK SHEET**

Section M, Item 2.

**NAME OF PLAT: Samolly Park**

**DATE: April 6, 2022**

62. All platted utility easements shall provide that such easements are for the construction, installation, maintenance, and operation of cable television.

APPROVED as per Note #2  
 FAILED

63. A legend of all symbols and abbreviations shall be shown.

APPROVED  
 FAILED –

**COMMENTS:**

**Minor comments as shown on pdf.**

**Also this is from a surveying review and other staff comments including City Attorney and Engineer may affect final review**

**CERTIFICATION:**

**I HEREBY CERTIFY** that this plat has been reviewed for the conformity to the requirements of Chapter 177, Part I of Florida Statutes. No confirmation of mathematical closure or the placement of PRM's and PCP's in the field was made in this review.

CPH, Inc. LB#7143  
500 West Fulton Street  
Sanford, Fl

For the Firm

**By:** Randall L. Roberts, R.L.S.  
Florida Registration Number 3144

**Date:** April 6, 2022

RECEIVED

3/30/2022

CITY OF EDGEWOOD

# SAMOLLY PARK

A REPLAT OF LOT 14 AND LOT 15, BLOCK A, OAK LYNN SECOND PLAT, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK W, PAGE 97, PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA, LYING IN SECTION 13, TOWNSHIP 23 SOUTH, RANGE 29 EAST CITY OF EDGEWOOD, ORANGE COUNTY, FLORIDA.

SHEET 1 OF 1

### LEGAL DESCRIPTION:

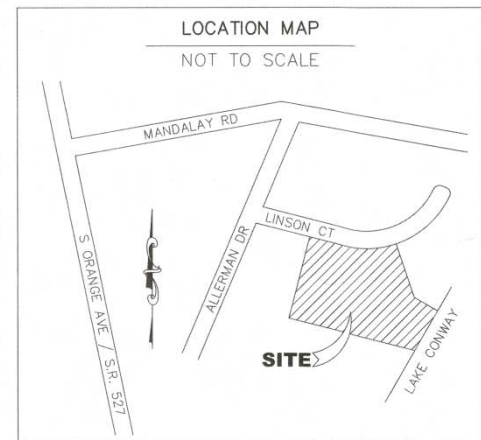
Lot 14 and Lot 15, Block A, Oak Lynn Second Plat, according to the plat thereof as recorded in Plat Book W, Page 97, Public Records of Orange County, Florida, more particularly described as follows:

Begin at the Northeast corner of Lot 13, Block A, Oak Lynn Second Plat, according to the plat thereof as recorded in Plat Book W, Page 97, Public Records of Orange County, Florida, said point also being on the Southerly right of way line of Linson Court; thence run S75°36'31"E along said Southerly right of way line of Linson Court, a distance of 65.54 feet to the beginning of a curve concave to the North, having a radius of 168.44 feet; thence continue Easterly along said Southerly right of way line and along the arc of said curve through a central angle of 33°01'12", an arc distance of 97.07 feet, having a chord bearing of N87°52'53"E and a chord distance of 95.74 feet; thence run S18°37'58"E along the Southwesterly line of Lot 16, Block A, of said plat of Oak Lynn Second Plat, a distance of 103.67 feet; thence continue S59°56'01"E along said Southwesterly line of Lot 16, a distance of 50.00 feet; thence run S30°03'59"W, a distance of 84.23 feet; thence run N75°36'31"W along the Northerly line of Lot 12 of said plat of Oak Lynn Second Plat, a distance of 239.21 feet; thence run N14°23'29"E along the Southeasterly line of the aforesaid Lot 13, a distance of 154.32 feet to the Point of Beginning.

Contains 36,189 square feet or 0.831 acres, more or less.

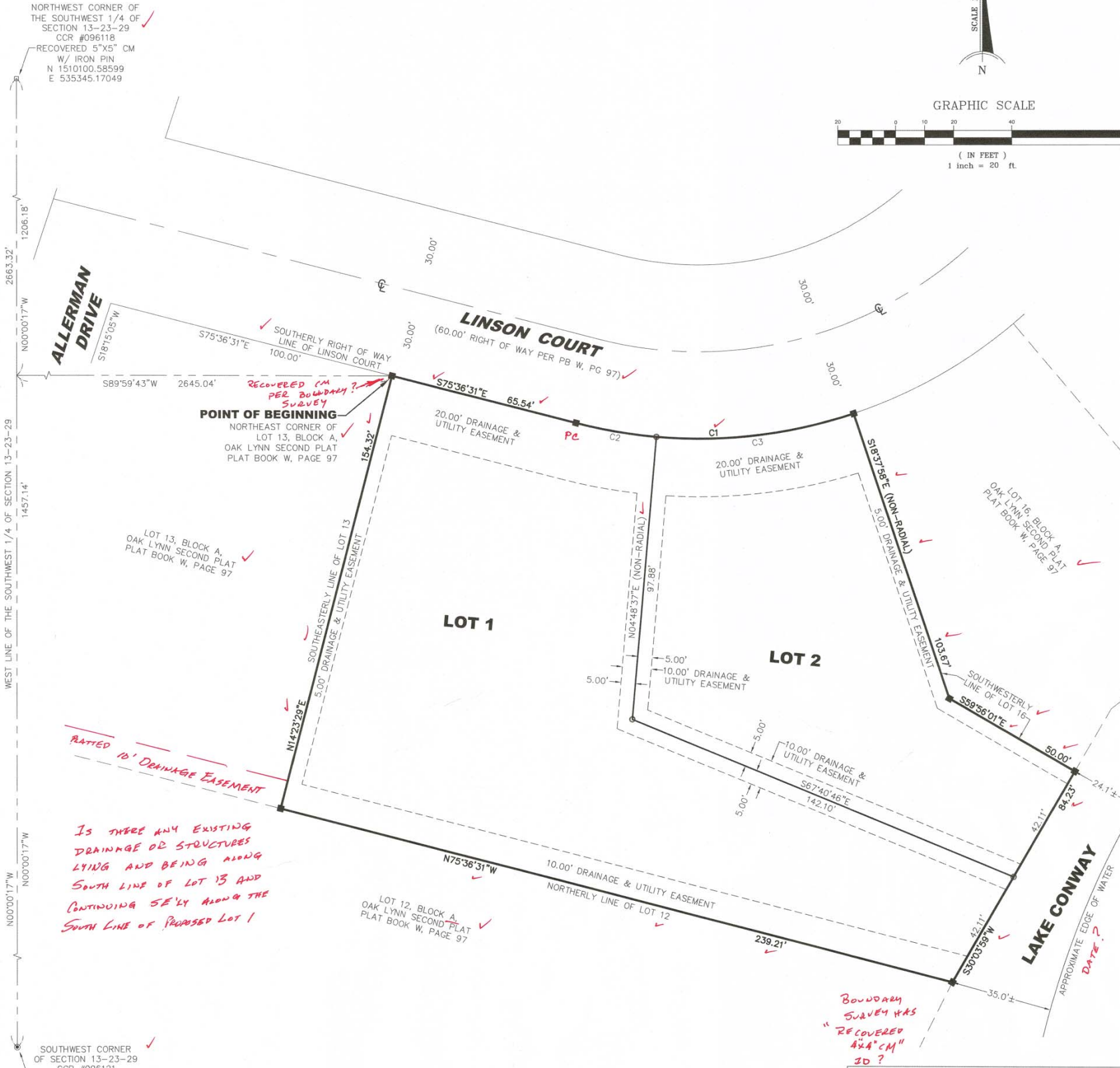
### GENERAL NOTES:

- Bearing structure shown hereon are grid bearings based on the North American Datum of 1983, Florida East Zone. Bearings shown on the West line of the Southwest 1/4 of Section 13-23-29 as being N0°00'17"W as measured between CCR #096121 and CCR #096118.
- All platted utility easements shall provide that such easements shall also be easements for the construction, installation, maintenance, and operation of cable television services; provided, however, no such construction, installation, maintenance, and operation of cable television services shall interfere with the facilities and services of an electric, telephone, gas, or other public utility. In the event a cable television company damages the facilities of a public utility, it shall be solely responsible for the damages.
- The Drainage and Utility Easement shown hereon is to be owned and maintained by the owners of Lots 1 and 2.



- ### LEGEND:
- SET 4"x4" CM "PRM #4671" UNLESS OTHERWISE NOTED
  - RECOVERED NAIL & DISK AS NOTED
  - RECOVERED CM AS NOTED
  - SET 5/8" IRON "SHANNON #4671" UNLESS OTHERWISE NOTED
  - INDICATES CENTERLINE
  - ID - IDENTIFICATION NUMBER
  - CM - CONCRETE MONUMENT
  - CCR - CERTIFIED CORNER RECORD
  - DOC - DOCUMENT
  - LB - LICENSED BUSINESS CERTIFICATION
  - ORB - OFFICIAL RECORDS BOOK
  - PB - PLAT BOOK
  - PG - PAGE
  - PCS - PAGES
  - PRM - PERMANENT REFERENCE MONUMENT

SHANNON SURVEYING, INC. 499 NORTH S.R. 434 - SUITE 2045 ALTAMONTE SPRINGS, FLORIDA, 32714 (407) 774-8372 LB # 6898



*Is there any existing drainage or structures lying and being along south line of Lot 13 and continuing SE'ly along the south line of proposed Lot 1*

*BOUNDARY SURVEY HAS RECOVERED 4x4 CM ID?*

CURVE	RADIUS	DELTA	LENGTH	CH. BEARING	CHORD
C1	168.44'	33°01'12"	97.07'	N87°52'53"E	95.74'
C2	168.44'	09°34'26"	28.15'	S80°23'44"E	28.11'
C3	168.44'	23°26'46"	68.92'	N83°05'40"E	68.45'

NOTICE: THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.

NOTICE: THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT.

PLAT BOOK \_\_\_\_\_ PAGE \_\_\_\_\_

## SAMOLLY PARK

### DEDICATION

KNOW ALL MEN BY THESE PRESENTS, That John C. Mezzina and Julie B. Mezzina, being the owners in fee simple of the lands described in the foregoing caption to this plat, hereby dedicates said lands and plat for the uses and purposes therein expressed as shown hereon and dedicates nothing to the perpetual use of the public.

IN WITNESS THEREOF, has caused these presents to be signed and attested to by the officers named below on this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

By: \_\_\_\_\_ Printed Name: John C. Mezzina Owner  
By: \_\_\_\_\_ Printed Name: Julie B. Mezzina Owner

Signed in the presence of:  
By: \_\_\_\_\_ Printed Name: \_\_\_\_\_  
By: \_\_\_\_\_ Printed Name: \_\_\_\_\_  
COUNTY OF \_\_\_\_\_ STATE OF \_\_\_\_\_

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this \_\_\_\_\_ by John C. Mezzina and Julie B. Mezzina, as owners, who are personally known to me or has produced \_\_\_\_\_ as identification.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on the above date.

Signature of Notary: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Commission Number: \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

### CERTIFICATE OF CITY ENGINEER

THIS IS TO CERTIFY, that on \_\_\_\_\_, the foregoing plat was examined and approved by

Allen C. Lane, Jr. CITY ENGINEER

### CERTIFICATE OF APPROVAL BY EDGEWOOD PLANNING & ZONING BOARD

THIS IS TO CERTIFY, that on \_\_\_\_\_, the foregoing plat was approved by the Edgewood Planning & Zoning Board of the City of Edgewood.

Chairman \_\_\_\_\_ Date \_\_\_\_\_

### CERTIFICATE OF APPROVAL BY REVIEWING SURVEYOR

I hereby certify that this plat has been reviewed for the conformity to the requirements of Chapter 177, Part 1 of Florida Statutes. No confirmation of mathematical closure or the placement of PRM's and PCP's in the field was made in this review.

By: CPH, Inc. LB#7143 Date \_\_\_\_\_  
Randall L. Roberts, R.L.S.  
Florida Registration Number 3144  
State of Florida

### CERTIFICATE OF APPROVAL BY MUNICIPALITY

This is to certify that on \_\_\_\_\_, the City of Edgewood approved the foregoing plat.

John Dowless, Mayor \_\_\_\_\_  
Bea L. Meeks, City Clerk \_\_\_\_\_

### QUALIFICATION STATEMENT OF SURVEYOR AND MAPPER

KNOW ALL MEN BY THESE PRESENTS, That the undersigned, being a professional surveyor and mapper that has prepared the foregoing plat and was made under my direction and supervision and that the plat complies with all the requirements of chapter 177 and that said land is located in the City of Edgewood, Orange County, Florida.

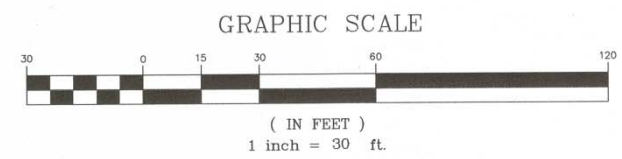
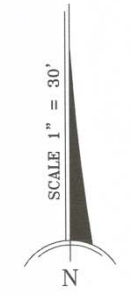
JAMES R. SHANNON JR. PSM REGISTRATION No. 4671 Date \_\_\_\_\_  
SHANNON SURVEYING, INC. - LB No. 6898  
499 North S.R. 434 - SUITE 2045 ALTAMONTE SPRINGS, FLORIDA, 32714, (407) 774-8372

### CERTIFICATE OF COUNTY COMPTROLLER

I HEREBY CERTIFY that the foregoing plat was recorded in Orange County Official Records on \_\_\_\_\_ as Document No. \_\_\_\_\_  
County Comptroller in and for Orange County, Florida

By: \_\_\_\_\_

RECEIVED  
3/30/2022  
CITY OF EDGEWOOD



### BOUNDARY SURVEY

**DESCRIPTION:**

**PARENT PARCELS:**

LOT 14, BLOCK A, OAK LYNN SECOND PLAT, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK W, PAGE 97, PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

LOT 15, BLOCK A, OAK LYNN SECOND PLAT, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK W, PAGE 97, PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

ALL OF THE ABOVE MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
Lot 14 and Lot 15, Block A, Oak Lynn Second Plat, according to the plat thereof as recorded in Plat Book W, Page 97, Public Records of Orange County, Florida, more particularly described as follows:

Begin at the Northeast corner of Lot 13, Block A, Oak Lynn Second Plat, according to the plat thereof as recorded in Plat Book W, Page 97, Public Records of Orange County, Florida, said point also being on the Southerly right of way line of Linson Court; thence run S75°36'31"E along said Southerly right of way line of Linson Court, a distance of 65.54 feet to the beginning of a curve concave to the North, having a radius of 168.44 feet; thence continue Easterly along said Southerly right of way line and along the arc of said curve through a central angle of 33°01'12", an arc distance of 97.07 feet, having a chord bearing of N87°52'53"E and a chord distance of 95.74 feet; thence run S18°37'58"E along the Southwesterly line of Lot 16, Block A, of said plat of Oak Lynn Second Plat, a distance of 103.67 feet; thence continue S59°56'01"E along said Southwesterly line of Lot 16, a distance of 50.00 feet; thence run S30°03'59"W, a distance of 84.23 feet; thence run N75°36'31"W along the Northerly line of Lot 12 of said plat of Oak Lynn Second Plat, a distance of 239.21 feet; thence run N14°23'29"E along the Southeasterly line of the aforesaid Lot 13, a distance of 154.32 feet to the Point of Beginning.

Contains 36,189 square feet or 0.831 acres, more or less.

**NOTES:**

- BEARING STRUCTURE SHOWN HEREON ARE GRID BEARINGS BASED ON THE NORTH AMERICAN DATUM OF 1983, FLORIDA EAST ZONE. BEARINGS SHOWN ON THE WEST LINE OF THE SOUTHWEST 1/4 OF SECTION 13-23-29 AS BEING N00°00'17"W AS MEASURED BETWEEN CCR #096121 AND CCR #096118.
- NO UNDERGROUND UTILITIES, UNDERGROUND FOUNDATIONS, OR UNDERGROUND SIGN BASES WERE LOCATED.

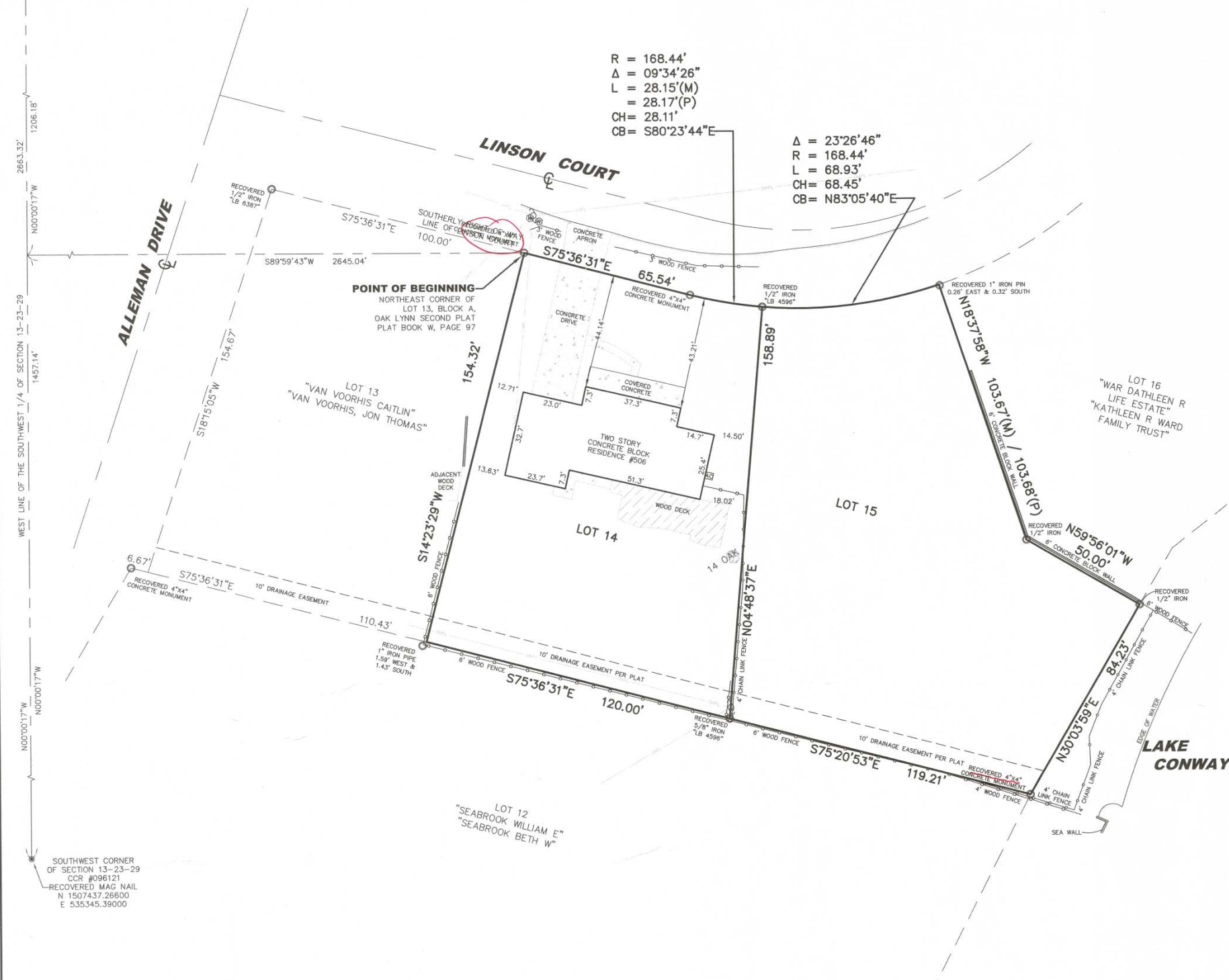
PLAT LETTER DATED FEBRUARY 24, 2022  
(LOT 14 - #506 Linson Court, Edgewater, FL 32809)

- The land is subject to the following matters:
  - All matters contained on the Plat of Oak Lynn Second Plat, as recorded in Plat Book W, Page 97, Public Records of Orange County, Florida. PLOTTED.
  - Bill of Sale recorded in OR. Book 2015, Page 87, Public Records of Orange County, Florida. NOT A SURVEY ITEM.

PLAT LETTER DATED FEBRUARY 24, 2022  
(LOT 15 - #512 Linson Court, Edgewater, FL 32809)

- The land is subject to the following matters:
  - All matters contained on the Plat of Oak Lynn Second Plat, as recorded in Plat Book W, Page 97, Public Records of Orange County, Florida. PLOTTED.
  - Bill of Sale recorded in OR. Book 2015, Page 87, Public Records of Orange County, Florida. NOT A SURVEY ITEM.

NORTHWEST CORNER OF SECTION 13-23-29 OF SECTION 13-23-29 CCR #096118 RECOVERED 5"x5" CM W/ IRON PIN N 1510100.58599 E 535345.17049



SOUTHWEST CORNER OF SECTION 13-23-29 CCR #096121 RECOVERED MAG NAIL N 1507437.26600 E 535345.39000

$R = 168.44'$   
 $\Delta = 09^{\circ}34'26''$   
 $L = 28.15'(M)$   
 $= 28.17'(P)$   
 $CH = 28.11'$   
 $CB = S80^{\circ}23'44''E$

$\Delta = 23^{\circ}26'46''$   
 $R = 168.44'$   
 $L = 68.93'$   
 $CH = 68.45'$   
 $CB = N83^{\circ}05'40''E$

REVISED 03/29/2022 REVIEW TITLE

Digitally signed by James R Shannon  
Date: 2022.03.29  
14:24:07 -04'00'

SHANNON SURVEYING, INC.  
499 NORTH S.R. 434 - SUITE 2045  
ALTAMONTE SPRINGS, FLORIDA, 32714  
(407) 774-8372 LB # 6898

JAMES R. SHANNON JR., P.L.S. #4671  
NOT VALID WITHOUT THE SIGNATURE AND THE SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER

DATE OF SURVEY: 12/06/2021  
FIELD BY: JK-RR SCALE: 1" = 30'  
FILE NUMBER: PBW-PG97-BLKA-LOTS14-15

4/2/2022



**Application for Preliminary Plan for Subdivision Approval**

Reference: City of Edgewood Chapter 126 - Subdivisions

PLANNING & ZONING BOARD/CITY COUNCIL  
 MAKE PAYMENTS TO: CITY OF EDGEWOOD FEE:  
**\$500-RESIDENTIAL \$1,000 COMMERCIAL**  
**Please note this fee is nonrefundable.**

Please type or print. Complete carefully, answering each question and attaching all necessary documentation and additional pages as necessary.

<b>PLANNING &amp; ZONING MEETING DATE:</b>	First available
<b>CITY COUNCIL DATE:</b>	First available

A **COMPLETE** APPLICATION WITH ALL REQUIRED ATTACHEMENTS AND TEN (10) COPIES MUST BE SUBMITTED TO THE CITY CLERK **40** DAYS BEFORE THE NEXT PLANNING AND ZONING MEETING. NO APPLICATION SHALL BE ACCEPTED UNLESS IT IS COMPLETE AND THE REQUIRED FEE IS PAID.

Applicant's Name:	John & Julie Mezzina	Owner's Name:	John & Julie Mezzina
Address:	506 Linson Ct. Orlando, FL 32809		
Email:	jcocktails@aol.com		
Telephone:	407-810-2753	Telephone:	407-509-7376
Parcel ID:	13-23-29-6056-01-150		
Zoned:	R1-AA		

The applicant hereby states that the above request for Lot Split does not violate any deed restrictions on the property.

Applicant's Signature:	<i>John &amp; Julie Mezzina</i>	Date:	1/01/2022
Applicant's Printed Name:	John & Julie Mezzina		
Owner's Signature:	<i>John &amp; Julie Mezzina</i>	Date:	1/01/2022
Owner's Printed Name:	John & Julie Mezzina		

**APPLICATION MUST INCLUDE:**

1. A scaled drawing showing the lot size, location of the proposed buildings, location of easements, names of bordering streets, building setbacks, names and locations of all bodies of water, marshlands, drain fields, and all other waterways and watercourse abutting or encroaching upon subject property. The drawing must show existing buildings and lot dimensions. The scaled drawing must coincide with the certified boundary survey required below prepared by a licensed professional surveyor or mapper.

- 2. A brief description of all utilities and city or county services, including sewer, potable water facilities, fire hydrants, electric and telephone poles, streetlights, storm drains and any other utilities or services relevant to the maintenance of subject properties.
- 3. A listing of the names and addresses for abutting property owners
- 4. A certified boundary survey of the land subject to this procedure both as existing (i.e. prior to the proposed lot split) and as proposed (i.e. after proposed lot split), performed and prepared under the responsible direction and supervision of a licensed professional surveyor and mapper. Surveys shall include the depiction of existing improvement thereon.

**Sec. 126-94. - Submission and review.**

The final plans and supporting data required for approval shall be prepared as specified in sections [126-190 through 126-199](#). The final plat and all other materials required by sections 126-90 through 126-199 shall be submitted to the office of the mayor. Review [procedures](#) shall be the same as for preliminary plans. A public hearing will not be required for final approval by the city council. The office of the mayor shall forward the final engineering plans and cost estimate to the city engineer and the planning and zoning board for review. The departments shall report within 15 working days on whether the final plans comply with requirements established in this chapter.

(Code 1985, § 21-41; Ord. No. 17-1A-8-78, Art. VI, § 6.3.2, 10-17-1978)

**Sec. 126-95. - Action by council.**

The final plans, supporting data, and reports from the planning and zoning board and reviewing agencies may be submitted to the city council at any regular meeting. The council shall approve the final plans and plat if it complies with this chapter and is in substantial conformity with the approval preliminary plan. In disapproving any final plans, the council shall provide reasons for such action making reference to specific sections in this chapter. The city council shall have the final authority to approve, approve subject to conditions or disapprove the final plans and plat.

(Code 1985, § 21-42; Ord. No. 17-1A-8-78, Art. VI, 6.3.3, 10-17-1978)

**Sec. 126-96. - Recording of final plat.**

The office of the mayor shall submit the approved final plat to the comptroller of the county for recording. Such plats shall comply with section [126-190](#) and F.S. ch. 177, and be accompanied by two paper prints. No plat of lands in the county subject to this chapter shall be recorded, whether as an independent instrument or by attachment to another instrument entitled to record, unless and until such plat has been approved by the council. (See Appendix 1, on file in the city clerk's office). In addition, all fees incidental to recording will be paid by the subdivider.

(Code 1985, § 21-43; Ord. No. 17-1A-8-78, Art. VI, § 6.4, 10-17-1978)

Please submit your completed application to City Hall via email at [bmeeks@edgewood-fl.gov](mailto:bmeeks@edgewood-fl.gov) or [sriffle@edgewood-fl.gov](mailto:sriffle@edgewood-fl.gov), via facsimile to 407-851-7361, or hand deliver to City Hall located at 405 Bagshaw Way. For additional questions, please contact City Hall at 407-851-2920.

Office Use Only:	
Rec'd Date:	1/11/2022
Rec'd By:	Brett Sollazzo
Forwarded to:	Ellen Hardgrove - City Planner
Notes:	



**From:** jcocktails jcocktails@aol.com  
**Subject:** 512 Linson Ct - Reconfiguration  
**Date:** January 10, 2022 at 2:32 PM  
**To:** Sandy Riffle sriffle@edgewood-fl.gov  
**Cc:** bmeeks@edgewood-fl.gov

City of Edgewood,

My family and I have been residents of Edgewood for the last 14 years and presently reside at 506 Linson Ct. (aka Lot 14 as seen on the attached survey). The immediate property to our east at 512 Linson Ct. (aka Lot 15 on the attached survey) has been in need of extreme maintenance and repair for many years prior to us taking residence and remains in extremely poor condition presently. We recently had the opportunity to purchase this property and are excited to bring this property back to a more aesthetically pleasing and safer condition that will meet and continue to positively enhance our neighborhoods appearance while preserving our home values.

Please find the 6 attachments below:

- 1) Application for Approval,
- 2) list of abutting property owners,
- 3) drawing detailing the proposed lots sizes and available area to build on Lot 15.
- 4) drawing detailing the proposed new south lot line for Lot 15 and the lot line that will be removed between Lot 14 and 15.
- 5) one survey detailing both Lots 14 and 15 as they are today.
- 6) a second survey detailing Lot 14 and 15 as they would appear after the proposed lot reconfiguration of the south property line of Lot 15 with a sample 2400sq ft. home within the 3920sq ft. buildable area.

To observe and maintain the required building set backs, the present home on Lot 15 will be entirely or partially demolished. In addition, the proposed plan would allow Lot 14 to gain access to Little Lake Conway, while leaving Lot 15 also with lake frontage and ample square footage for construction of a new home that meets all R-1-AA requirements. Lot 15 will be 13,108 square feet or .30 acres (10,890 sq ft required). Lot 15 will also allow for an approximately 3,902sq ft new home (2,200sq ft required) while maintaining all set backs. Please note that the proposed survey shows a sample new home of 2,400sq ft single story home within the required set backs.

After many years of anticipation and planning for the purchase of this property, we are excited to move forward. With your help and approval, we look forward to completing this project.  
Thank you in advance for you assistance,

John & Julie Mezzina

506 Linson Ct.  
Edgewood, FL 32809

c. 407-810-2753  
e. [jcocktails@aol.com](mailto:jcocktails@aol.com)

**ARNOLD, MATHENY & EAGAN, P.A.**  
ATTORNEYS AND COUNSELORS AT LAW  
605 E. ROBINSON STREET, SUITE 730  
ORLANDO, FLORIDA 32801  
www.ameorl.com  
E-Mail: labrams@ameorl.com

W.W. Arnold (1915-2006)  
Randolph Y. Matheny, (1918-1995)

Lehn E. Abrams, Esquire  
William W. Eagan, Retired

TELEPHONE (407) 841-1550

FACSIMILE (407) 841-8746

February 24, 2022

City of Edgewood  
405 Bagshaw Way  
Edgewood, FL 32809

**Re: 506 Linson Court, Edgewood, FL 32809 / Plat-Pre-App**

To Whom It May Concern:

In connection with the above referenced property, I have examined the title to the property above and the legal description and give the following opinion:

1. Title is vested in:

John C. Mezzina and Julie B. Mezzina by Warranty Deed recorded in O.R. Book 9804, Page 7557, Public Records of Orange County, Florida.

2. The land referred to in this opinion:

Lot 14, Block A, Oak Lynn Second Replat, according to the map or plat thereof as recorded in Plat Book W, Page 97, Public Records of Orange County, Florida.

3. Mortgages:

a. Mortgage to Mortgage Electronic Registration Systems, Inc., as nominee for Citizens Bank, N.A., mortgagee(s), recorded in Clerk's File Number 2021 - 738338, Public Records of Orange County, Florida.

4. The land is subject to the following matters:

a. All matters contained on the Plat of Oak Lynn Second Plat, as recorded in Plat Book W, Page 97, Public Records of Orange County, Florida.

b. Bill of Sale recorded in O.R. Book 2015, Page 87, Public Records of Orange County, Florida.



City of Edgewood  
February 24, 2022  
Page 2

5. Taxes and assessments for the year 2021 have been paid. Gross amount is \$4,872.28.  
Parcel ID #13-23-29-6056-01-140.

This property information report is made for purpose of furnishing the information required for the filing of the above referenced subdivision plat in accordance with the provisions of Chapter 177.041 of the Florida Statutes and the requirements of the City of Edgewood and Orange County Land Development Code. It has been prepared expressly for the appropriate governing body as defined by Chapter 177.041 (FS) and it is not to be relied upon by any other group or person for any other purpose.

Very truly yours,

ARNOLD, MATHENY & EAGAN, P.A.



BY: LEHN E. ABRAMS  
FL BAR NUMBER: 0178398

**ARNOLD, MATHENY & EAGAN, P.A.**  
ATTORNEYS AND COUNSELORS AT LAW  
605 E. ROBINSON STREET, SUITE 730  
ORLANDO, FLORIDA 32801  
www.ameorl.com  
E-Mail: labrams@ameorl.com

W.W. Arnold (1915-2006)  
Randolph Y. Matheny, (1918-1995)

Lehn E. Abrams, Esquire  
William W. Eagan, Retired

TELEPHONE (407) 841-1550

FACSIMILE (407) 841-8746

February 24, 2022

City of Edgewood  
405 Bagshaw Way  
Edgewood, FL 32809

**Re: 512 Linson Court, Edgewood, FL 32809 / Plat-Pre-App**

To Whom It May Concern:

In connection with the above referenced property, I have examined the title to the property above and the legal description and give the following opinion:

1. Title is vested in:

Julie Mezzina and John Mezzina by Warranty Deed recorded in Instrument Number 20210721536, Public Records of Orange County, Florida.

2. The land referred to in this opinion:

Lot 15, Block A, Oak Lynn Second Replat, according to the map or plat thereof as recorded in Plat Book W, Page 97, Public Records of Orange County, Florida.

3. Mortgages:

a. None.

4. The land is subject to the following matters:

a. All matters contained on the Plat of Oak Lynn Second Plat, as recorded in Plat Book W, Page 97, Public Records of Orange County, Florida.

b. Bill of Sale recorded in O.R. Book 2015, Page 87, Public Records of Orange County, Florida.

RECEIVED  
Section M, Item 2.  
2/25/2022

CITY OF EDGEWOOD

City of Edgewood  
February 24, 2022  
Page 2

5. Taxes and assessments for the year 2021 have been paid. Gross amount is \$5,562.38.  
Parcel ID #13-23-29-6056-01-150.

This property information report is made for purpose of furnishing the information required for the filing of the above referenced subdivision plat in accordance with the provisions of Chapter 177.041 of the Florida Statutes and the requirements of the City of Edgewood and Orange County Land Development Code. It has been prepared expressly for the appropriate governing body as defined by Chapter 177.041 (FS) and it is not to be relied upon by any other group or person for any other purpose.

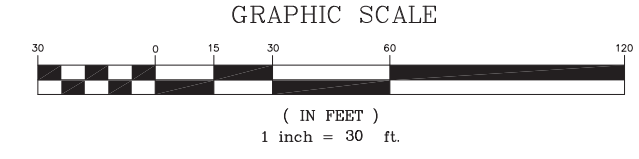
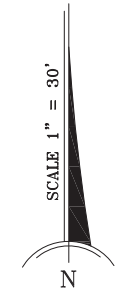
Very truly yours,

ARNOLD, MATHENY & EAGAN, P.A.



BY: LEHN E. ABRAMS  
FL BAR NUMBER: 0178398

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3/30/2022  
CITY OF EDGEWOOD



### BOUNDARY SURVEY

#### DESCRIPTION:

#### PARENT PARCELS:

LOT 14, BLOCK A, OAK LYNN SECOND PLAT, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK W, PAGE 97, PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

LOT 15, BLOCK A, OAK LYNN SECOND PLAT, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK W, PAGE 97, PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

ALL OF THE ABOVE MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
Lot 14 and Lot 15, Block A, Oak Lynn Second Plat, according to the plat thereof as recorded in Plat Book W, Page 97, Public Records of Orange County, Florida, more particularly described as follows:

Begin at the Northeast corner of Lot 13, Block A, Oak Lynn Second Plat, according to the plat thereof as recorded in Plat Book W, Page 97, Public Records of Orange County, Florida, said point also being on the Southerly right of way line of Linson Court; thence run S75°36'31"E along said Southerly right of way line of Linson Court, a distance of 65.54 feet to the beginning of a curve concave to the North, having a radius of 168.44 feet; thence continue Easterly along said Southerly right of way line and along the arc of said curve through a central angle of 33°01'12", an arc distance of 97.07 feet, having a chord bearing of N87°52'53"E and a chord distance of 95.74 feet; thence run S18°37'58"E along the Southwesterly line of Lot 16, Block A, of said plat of Oak Lynn Second Plat, a distance of 103.67 feet; thence continue S59°56'01"E along said Southwesterly line of Lot 16, a distance of 50.00 feet; thence run S30°03'59"W, a distance of 84.23 feet; thence run N75°36'31"W along the Northerly line of Lot 12 of said plat of Oak Lynn Second Plat, a distance of 239.21 feet; thence run N14°23'29"E along the Southeasterly line of the aforesaid Lot 13, a distance of 154.32 feet to the Point of Beginning.

Contains 36,189 square feet or 0.831 acres, more or less.

#### NOTES:

- BEARING STRUCTURE SHOWN HEREON ARE GRID BEARINGS BASED ON THE NORTH AMERICAN DATUM OF 1983, FLORIDA EAST ZONE. BEARINGS SHOWN ON THE WEST LINE OF THE SOUTHWEST 1/4 OF SECTION 13-23-29 AS BEING N00°00'17"W AS MEASURED BETWEEN CCR #096121 AND CCR #096118.
- NO UNDERGROUND UTILITIES, UNDERGROUND FOUNDATIONS, OR UNDERGROUND SIGN BASES WERE LOCATED.

PLAT LETTER DATED FEBRUARY 24, 2022  
(LOT 14 - #506 Linson Court, Edgewater, FL 32809)

- The land is subject to the following matters:
  - All matters contained on the Plat of Oak Lynn Second Plat, as recorded in Plat Book W, Page 97, Public Records of Orange County, Florida. PLOTTED.
  - Bill of Sale recorded in OR. Book 2015, Page 87, Public Records of Orange County, Florida. *NOT A SURVEY ITEM.*

PLAT LETTER DATED FEBRUARY 24, 2022  
(LOT 15 - #512 Linson Court, Edgewater, FL 32809)

- The land is subject to the following matters:
  - All matters contained on the Plat of Oak Lynn Second Plat, as recorded in Plat Book W, Page 97, Public Records of Orange County, Florida. PLOTTED.
  - Bill of Sale recorded in OR. Book 2015, Page 87, Public Records of Orange County, Florida. *NOT A SURVEY ITEM.*

James R Shannon  
Digitally signed by James R Shannon  
Date: 2022.03.29 14:24:07 -04'00'

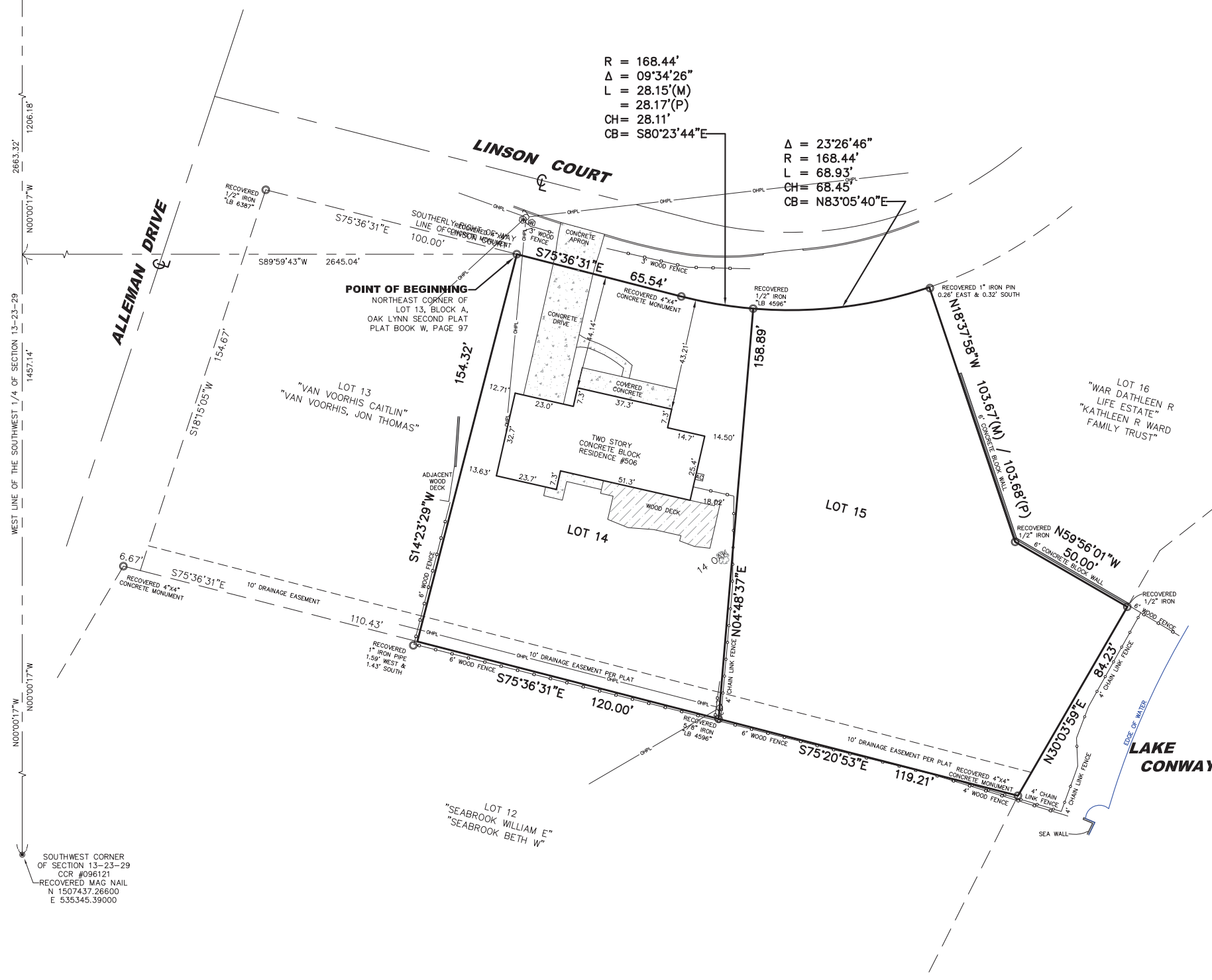
REVISED 03/29/2022 REVIEW TITLE

SHANNON SURVEYING, INC.  
499 NORTH S.R. 434 - SUITE 2045  
ALTAMONTE SPRINGS, FLORIDA, 32714  
(407) 774-8372 LB # 6898

DATE OF SURVEY: 12/06/2021  
FIELD BY: TK-RR SCALE: 1" = 30'  
FILE NUMBER: PBW-PG97-BLKA-LOTS14-15

JAMES R. SHANNON JR., P.L.S. #4671  
NOT VALID WITHOUT THE SIGNATURE AND THE SEAL OF A  
FLORIDA LICENSED SURVEYOR AND MAPPER

NORTHWEST CORNER OF THE SOUTHWEST 1/4 OF SECTION 13-23-29 CCR #096118 RECOVERED 5"x5" CM W/ IRON PIN N 1510100.58599 E 835345.17049



SOUTHWEST CORNER OF SECTION 13-23-29 CCR #096121 RECOVERED MAG NAIL N 1507437.26500 E 535345.39000

RECEIVED

3/30/2022

CITY OF EDGEWOOD

# SAMOLLY PARK

SHEET 1 OF 1

A REPLAT OF LOT 14 AND LOT 15, BLOCK A, OAK LYNN SECOND PLAT, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK W, PAGE 97, PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

LYING IN SECTION 13, TOWNSHIP 23 SOUTH, RANGE 29 EAST CITY OF EDGEWOOD, ORANGE COUNTY, FLORIDA

### LEGAL DESCRIPTION:

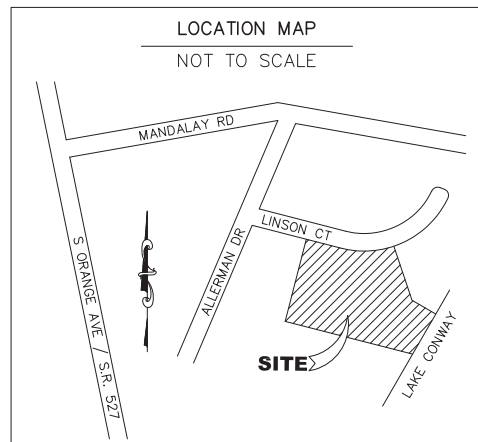
Lot 14 and Lot 15, Block A, Oak Lynn Second Plat, according to the plat thereof as recorded in Plat Book W, Page 97, Public Records of Orange County, Florida, more particularly described as follows:

Begin at the Northeast corner of Lot 13, Block A, Oak Lynn Second Plat, according to the plat thereof as recorded in Plat Book W, Page 97, Public Records of Orange County, Florida, said point also being on the Southerly right of way line of Linson Court; thence run S75°36'31"E along said Southerly right of way line of Linson Court, a distance of 65.54 feet to the beginning of a curve concave to the North, having a radius of 168.44 feet; thence continue Easterly along said Southerly right of way line and along the arc of said curve through a central angle of 33°01'12", an arc distance of 97.07 feet, having a chord bearing of N87°52'53"E and a chord distance of 95.74 feet; thence run S18°37'58"E along the Southwesterly line of Lot 16, Block A, of said plat of Oak Lynn Second Plat, a distance of 103.67 feet; thence continue S59°56'01"E along said Southwesterly line of Lot 16, a distance of 50.00 feet; thence run S30°03'59"W, a distance of 84.23 feet; thence run N75°36'31"W along the Northerly line of Lot 12 of said plat of Oak Lynn Second Plat, a distance of 239.21 feet; thence run N14°23'29"E along the Southeasterly line of the aforesaid Lot 13, a distance of 154.32 feet to the Point of Beginning.

Contains 36,189 square feet or 0.831 acres, more or less.

### GENERAL NOTES:

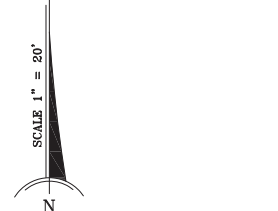
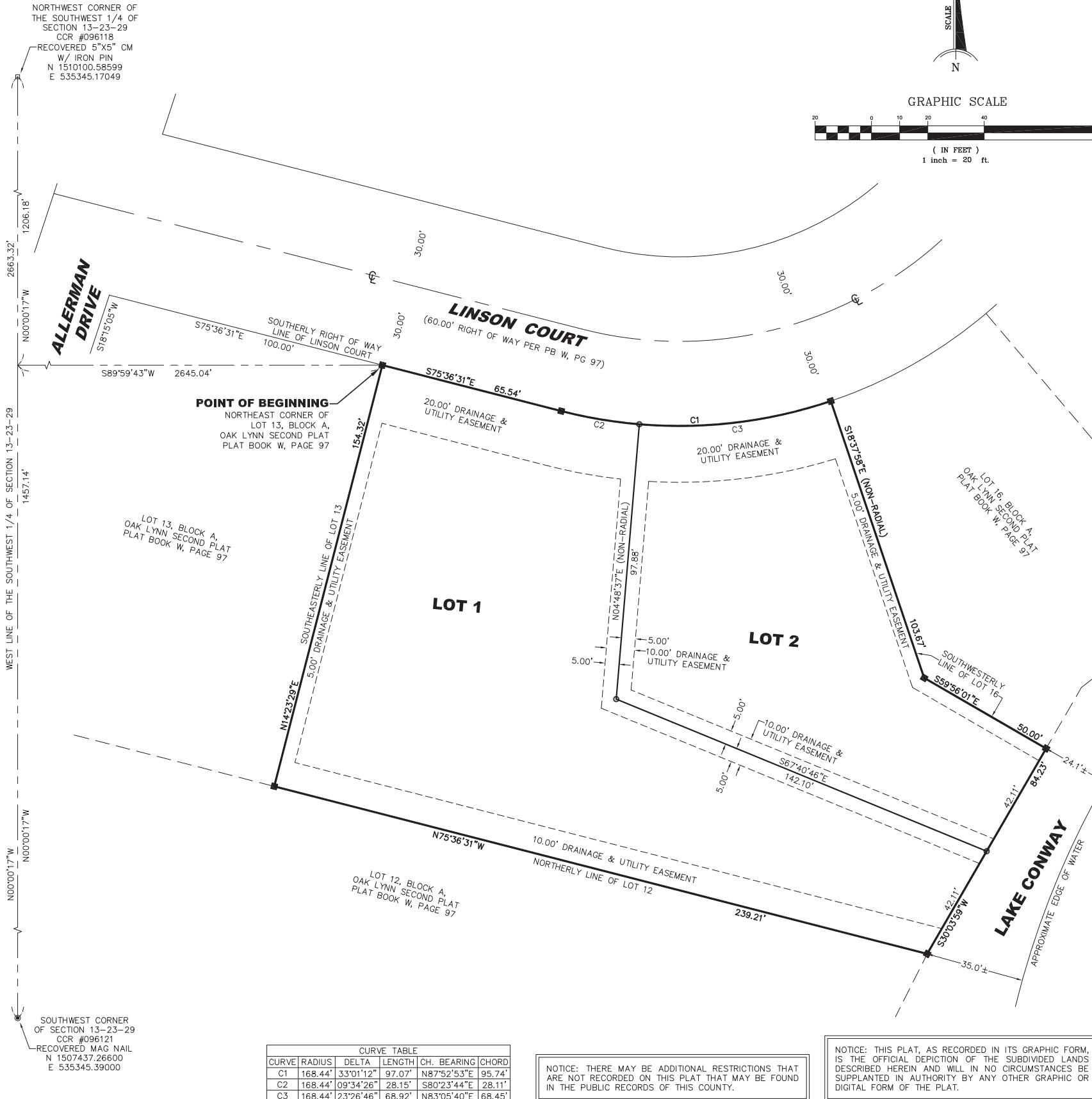
- Bearing structure shown hereon are grid bearings based on the North American Datum of 1983, Florida East Zone. Bearings shown on the West line of the Southwest 1/4 of Section 13-23-29 as being N00°00'17"W as measured between CCR #096121 and CCR #096118.
- All platted utility easements shall provide that such easements shall also be easements for the construction, installation, maintenance, and operation of cable television services; provided, however, no such construction, installation, maintenance, and operation of cable television services shall interfere with the facilities and services of an electric, telephone, gas, or other public utility. In the event a cable television company damages the facilities of a public utility, it shall be solely responsible for the damages.
- The Drainage and Utility Easement shown hereon is to be owned and maintained by the owners of Lots 1 and 2.



### LEGEND:

- SET 4"x4" CM "PRM #4671", UNLESS OTHERWISE NOTED
- RECOVERED NAIL & DISK, AS NOTED
- RECOVERED CM AS NOTED
- SET 5/8" IRON "SHANNON #4671"
- INDICATES CENTERLINE
- # IDENTIFICATION NUMBER
- CM - CONCRETE MONUMENT
- CCR - CERTIFIED CORNER RECORD
- DOC - DOCUMENT
- LB - LICENSED BUSINESS CERTIFICATION
- ORB - OFFICIAL RECORDS BOOK
- PB - PLAT BOOK
- PG - PAGE
- PGS - PAGES
- PRM - PERMANENT REFERENCE MONUMENT

SHANNON SURVEYING, INC.  
499 NORTH S.R. 434 - SUITE 2045  
ALTA MENTE SPRINGS, FLORIDA, 32714  
(407) 774-8372 LB # 6898



PLAT BOOK \_\_\_\_\_ PAGE \_\_\_\_\_

## SAMOLLY PARK

### DEDICATION

KNOW ALL MEN BY THESE PRESENTS, That John C. Mezzina and Julie B. Mezzina, being the owners in fee simple of the lands described in the foregoing caption to this plat, hereby dedicates said lands and plat for the uses and purposes therein expressed as shown hereon and dedicates nothing to the perpetual use of the public.

IN WITNESS THEREOF, has caused these presents to be signed and attested to by the officers named below on this \_\_\_\_\_ day of, \_\_\_\_\_ 2022.

By: \_\_\_\_\_ By: \_\_\_\_\_  
Printed Name: John C. Mezzina Printed Name: Julie B. Mezzina  
Owner Owner

Signed in the presence of:  
By: \_\_\_\_\_ By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_ Printed Name: \_\_\_\_\_

COUNTY OF \_\_\_\_\_ STATE OF \_\_\_\_\_

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this \_\_\_\_\_ by John C. Mezzina and Julie B. Mezzina, as owners, who are personally known to me or has produced \_\_\_\_\_ as identification.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on the above date.

Signature of Notary: \_\_\_\_\_  
Printed Name: \_\_\_\_\_

Commission Number: \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

### CERTIFICATE OF CITY ENGINEER

THIS IS TO CERTIFY, that on \_\_\_\_\_, the foregoing plat was examined and approved by

Allen C Lane, Jr. CITY ENGINEER

### CERTIFICATE OF APPROVAL BY EDGEWOOD PLANNING & ZONING BOARD

THIS IS TO CERTIFY, that on \_\_\_\_\_, the foregoing plat was approved by the Edgewood Planning & Zoning Board of the City of Edgewood.

Chairman \_\_\_\_\_ Date \_\_\_\_\_

### CERTIFICATE OF APPROVAL BY REVIEWING SURVEYOR

I hereby certify that this plat has been reviewed for the conformity to the requirements of Chapter 177, Part 1 of Florida Statutes. No confirmation of mathematical closure or the placement of PRM's and PCP's in the field was made in this review.

BY: CPH, Inc. LB#7143 Date \_\_\_\_\_  
Randall L. Roberts, R.L.S.  
Florida Registration Number 3144  
State of Florida

### CERTIFICATE OF APPROVAL BY MUNICIPALITY

This is to certify that on \_\_\_\_\_, the City of Edgewood approved the foregoing plat.

John Dowless, Mayor \_\_\_\_\_ Bea L. Meeks, City Clerk \_\_\_\_\_

### QUALIFICATION STATEMENT OF SURVEYOR AND MAPPER

KNOW ALL MEN BY THESE PRESENTS, That the undersigned, being a professional surveyor and mapper that has prepared the foregoing plat and was made under my direction and supervision and that the plat complies with all the requirements of chapter 177 and that said land is located in the City of Edgewood, Orange County, Florida.

JAMES R. SHANNON JR. PSM REGISTRATION No. 4671 Date \_\_\_\_\_  
SHANNON SURVEYING, INC. - LB No. 6898  
499 North S.R. 434 - SUITE 2045 ALTAMONTE SPRINGS,  
FLORIDA, 32714, (407) 774-8372

### CERTIFICATE OF COUNTY COMPTROLLER

I HEREBY CERTIFY that the foregoing plat was recorded in Orange County Official Records on \_\_\_\_\_ as Document No. \_\_\_\_\_ County Comptroller in and for Orange County, Florida

By: \_\_\_\_\_

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CITY

Section M, Item 2.



**APPLICATION FOR VARIANCE**  
**City of Edgewood Code of Ordinances, Section 126-588**

**REQUIRED FEE: \$350 RESIDENTIAL    \$750 NONRESIDENTIAL**  
**(Plus Applicable Pass-Through Fees - Ordinance 2013-01)**

Please note this fee is non-refundable

<b>Office Use Only:</b>		Variance Application #:	<b>VAR-2022-01</b>
Received Date:	2/2/2022	Received by:	Brett Sollazzo
P&Z Meeting Date:	3/14/2022	City Council Meeting Date:	4/19/2022

**IMPORTANT:** A COMPLETE application with all required attachments and ten (10) copies must be submitted to the City Clerk \_\_\_\_\_ days before the next Planning & Zoning meeting. No application shall be deemed accepted unless it is complete and paid for. Notarized letter of authorization from Owner MUST be submitted if application is filed by anyone other than property owner.

Please type or print. Complete carefully, answering each question and attaching all necessary documentation and additional pages as necessary.

<b>Applicant's Name:</b>	John Mezzina	<b>Owner's Name:</b>	John Mezzina
<b>Address:</b>	506 Linson Ct. Edgewood, FL 32809 512 Linson Ct. Edgewood, FL 32809	<b>Address:</b>	506 Linson Ct. Edgewood, FL 32809 512 Linson Ct. Orlando FL, 32809
<b>Phone Number:</b>	407.810.2753	<b>Phone Number:</b>	407.810.2753
<b>Fax:</b>	N.A.	<b>Fax:</b>	N.A.
<b>Email:</b>	Jcocktails@aol.com	<b>Email:</b>	Jcocktails@aol.com
<b>Legal Description:</b>	Parcel 13-23-29-6056-01-140 Parcel 13-23-29-6056-01-150		
<b>Zoned:</b>	R1-AA		
<b>Location:</b>	See above address		
<b>Tract Size:</b>	36,189 sq Ft / .83 acres		
<b>City section of the Subdivision Regulations (Chapter 126) from which Variance is requested:</b>	Code Section 126-168(8)		
<b>Request:</b>	A variance from Code Section 126-168(8) to allow a front setback of 30 feet from the front property line, regardless of the irregular shape of Lot 15.		
<b>Existing on Site:</b>	One (1) SFR on each lot		

The applicant hereby states that this request for Variance does not violate any deed restrictions on the property.

**Application must be signed by the legal owner, not agent, unless copy of power of attorney is attached.**

**Sec. 126-588 - Variances.**

(a) The council may grant a variance from the terms of this chapter when such variance will not be contrary to the public interest and where, owing to special conditions, a literal enforcement of the provisions of this chapter would result in unnecessary hardship. Such variance shall not be granted if it has the effect of nullifying the intent and purpose of this chapter. Furthermore, such variance shall not be granted by the council unless and until:

(1) A written application for a variance is submitted demonstrating that:

a. Special conditions and circumstances exist which are peculiar to the land, structures or required subdivision improvements involved and which are not applicable to other lands, structures, or required subdivision improvements;

The subdivision was platted in 1958, prior to City subdivision regulations requiring a different method of determining front setback for irregular shaped lots. Consequently, the houses that were built on the irregular shaped lots, including those lots on Linson Court, are built at the minimum zoning setback: 30 feet. The proposed new subdivision is not creating a new lot, rather it is an adjustment of the property lines. Thus, the code requirement to calculate the front setback of an irregular lot should not apply

b. A literal interpretation of the provisions of this chapter would deprive the applicant of right commonly enjoyed by other properties with similar conditions;

The other houses on irregular lots on Linson Court were allowed to be built at the standard front setback without the need for a variance.

c. The special conditions and circumstances do not result from the actions of the applicant;

The subdivision was platted in 1958 prior to our ownership and

d. The granting of the variance requested will not confer on the applicant any special privilege that is denied by this chapter to other lands, structures or required subdivision improvements under similar conditions. No pre-existing conditions on neighboring lands, which are contrary to this chapter, shall be considered grounds for the issuance of a variance.

The request is to meet the standard front setback of the zoning district.

(2) The council shall make findings that the requirements of this section have been met.

(3) A public hearing of the proposed variance shall be held. The public hearing may be held prior to or simultaneously with the public hearing for approval of the preliminary plan.

(4) The council shall further make a finding that the reasons set forth in the application justify the granting of the variance that would make possible the reasonable use of the land, buildings or other improvements.

(5) The council shall make further finding that the granting of the variance would be in harmony with the general purposes and intent of this chapter, will not be injurious to the surrounding territory or otherwise be detrimental to the public welfare.

(b) In granting any variance, the council may prescribe appropriate conditions and safeguards in conformity with this chapter. Violation of such condition and safeguards when made a part of the terms under which the variance is granted shall be deemed a violation of this chapter.

(Code 1985, § 21-195; Ord. No. 17-1A-8-78, Art. X, § 10.1, 10-17-1978)



**Applicant must agree that:**  
 In granting any variance, the City may prescribe appropriate conditions and safeguards in conformity with the Ordinances, and any regulations enacted under its authority. Violation of such conditions and safeguards, when made a part of the terms under which the variance is granted shall be deemed a violation of Edgewood ordinances.

<b>AGREE:</b>	<i>John Mezzina</i>	<b>DISAGREE:</b>	
---------------	---------------------	------------------	--

The applicant hereby states that the above request for Variance does not violate any deed restrictions on the property.

Applicant's Signature:	<i>John Mezzina</i>	Date:	2/1/2022
Applicant's Printed Name:	John Mezzina		
Owner's Signature:	<i>John Mezzina</i>	Date:	2/1/2022
Owner's Printed Name:	John Mezzina		

Please submit your completed application to City Hall via email at [bmeeks@edgewood-fl.gov](mailto:bmeeks@edgewood-fl.gov) or [sriffle@edgewood-fl.gov](mailto:sriffle@edgewood-fl.gov), via facsimile to 407-851-7361, or hand deliver to City Hall located at 405 Bagshaw Way. For additional questions, please contact City Hall at 407-851-2920.





1117 East Robinson St.  
Orlando, FL 32801  
Phone: 407.425.0452  
Fax: 407.648.1036

February 23, 2022

Mr. Brett Sollazzo  
Administrative Assistant  
City of Edgewood  
405 Bagshaw Way  
Edgewood, FL 32809-3406

RE: 535 Mandalay Road – home addition Application review  
CPH Project number E7601

Dear Brett,

We are in receipt of the plans for the proposed home addition for the above address. The application included an Application for Variance, Justification for Variance response, and two plan sheets showing the proposed improvements. We reviewed the application and plans to verify the proposed request. We also searched this property on the Orange County Property Appraisers (OCPA) web site. Per the web site the lot is zoned R-1AA. Below are our comments.

Plan review comments:

1. The plan sheets were submitted as 11"x17". When plotted, they do not print to the scale listed on the drawing. Please check the scale and drawing size.
2. Both plan sheets are numbered CV and are listed as "Cover Sheet." Please revise the second sheet number and name accordingly.
3. Plan Sheet CV (the cover sheet with notes) lists the property zoning as Residential – R3. As noted above, the OCPA website lists the zoning as R-1AA. Please verify and revise as necessary.

Variance application review and summary:

4. The side setback is called out as 10'. The proposed addition will encroach in the setback by 1'-1", leaving 8'-11" from the corner of the addition to the side lot line. A variance will be required.
5. The applicant submitted an Application for Variance and provided a response to the Justification for Variance. We reviewed the response to the questions, which are summarized below.
  - A. Response 1 – the applicant stated the special condition is due to being required to work from home. The need is to add additional living space to replace the area being used for a new home office.
  - B. Response 2 – The applicant stated the special condition is due to being required to work at home.
  - C. Response 3 – The applicant stated this variance will not allow the applicant any special privilege. The request will provide this specific home a privilege of building into the setback. Other home owners will be afforded the same opportunity to request a variance should they require a similar condition. As an added note, this home already encroaches into the setback on the south side of the lot. This appears to have been a construction condition and not a previous variance request.



- D. Response 4 – the applicant referenced the needed extra space while allowing the applicant to have the needed office space to work from home.
- E. Response 5 – This is the minimum variance requested while allowing the addition to encroach into the setback 1'-1".
- F. Response 6 – the applicant did not confirm the encroachment would not be detrimental to the public or injurious to the neighborhood. Based on the engineering review by CPH, we do not see where the encroachment will be injurious to the neighborhood.
- G. Response 7 – the applicant reference “improving” the exterior appearance of the building. The City comprehensive plan also makes reference to maintaining the appearance of the home.

We reviewed the response to the Justification items in the Variance checklist. Based on our review of the application and the review of the existing plat for the development, we do not have any objections to approving the request.

This completes our review of the submitted plans. Please have the applicant make the necessary changes to the plans noted in the comments above, and resubmit the revised plan sheets along with a response letter addressing the comments.

Please be reminded, final approval of the application by the City of Edgewood does not grant authority to alter other portions of this property, nor does it waive any permits that may be required by Federal, State, or County agencies which may have jurisdiction.

Sincerely,  
CPH, Inc.

A handwritten signature in cursive script that reads "Allen C. Lane, Jr.".

Allen C. Lane, Jr., P.E.  
Sr. Project Manager

CC: File

j:\e7601\civil\documents\city plans-application review\535 mandalay rd office addition\letter\535 mandalay road - office addition review 2-21-22.docx



RECEIVED  
 Section M, Item 3.  
 FEB 16 2022  
 CITY OF EDGEWOOD

**APPLICATION FOR VARIANCE**

Reference: City of Edgewood Code of Ordinances, Section 126-588

**REQUIRED FEE: \$350 RESIDENTIAL \$750 COMMERCIAL  
 (Plus Applicable Pass-Through Fees - Ordinance 2013-01)**

Please note this fee is non-refundable

Office Use Only:	2/16/2022	Variance Application #:	2022-VAR-02
Received Date:		Received by:	Brett Solkzo
P&Z Meeting Date:		City Council Meeting Date:	

**IMPORTANT:** A COMPLETE application with all required attachments and ten (10) copies must be submitted to the City Clerk \_\_\_\_ days before the next Planning & Zoning meetings. No application shall be deemed accepted unless it is complete and paid for. Notarized letter of authorization from Owner MUST be submitted if application is filed by anyone other than property owner.

Please type or print. Complete carefully, answering each question and attaching all necessary documentation and additional pages as necessary.

Applicant's Name:	Eric Baker	Owner's Name:	Eric Baker
Address:	535 Mandalay Rd.	Address:	535 Mandalay Rd.
Phone Number:	407-963-5695	Phone Number:	407-963-5695
Fax:		Fax:	
Email:	eric.c.baker67@gmail.com	Email:	eric.c.baker67@gmail.com
Legal Description:	Mandalay Shores 3/37 Lot B		
Zoned:	0103 - Single Fam Class III (R-1AA)		
Location:			
Tract Size:	22502 sqft .52 acres		
City section of the Zoning Code from which Variance is requested:	Variance on easement on house		
Request:			
Existing on Site:			

The applicant hereby states that this request for Variance does not violate any deed restrictions on the property. **Application must be signed by the legal owner, not agent, unless copy of power of attorney is attached.**



RECEIVED Section M, Item 3.  
**FEB 16 2022**  
 CITY OF EDGEWOOD

**To justify this variance, applicant must demonstrate the following (Sec. 134-404 (3)(b):**

1. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures or buildings in the same zoning district.
2. That the special conditions and circumstances do not result from the actions of the applicant
3. That approval of the variance requested will not confer on the applicant any special privilege that is denied by this chapter to other lands, buildings or structures in the same zoning district.
4. That literal interpretation of the provisions contained in this chapter would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of this chapter and would work unnecessary and undue hardship on the applicant.
5. That the variance approved is the minimum variance that will make possible the reasonable use of the land, building or structure.
6. That approval of the variance will be in harmony with the general intent and purpose of this chapter and that such variance will not be injurious to the neighborhood or otherwise detrimental to the public welfare.
7. That the variance sought will be consistent with the Edgewood Comprehensive Plan.

**Applicant must agree that:**

1. In granting any variance, the City may prescribe appropriate conditions and safeguards in conformity with the Ordinances, and any regulations enacted under its authority. Violation of such conditions and safeguards, when made a part of the terms under which the variance is granted shall be deemed a violation of Edgewood ordinances.

AGREE:	<i>EP</i>	DISAGREE:	
--------	-----------	-----------	--

2. The variance recommended by the Planning and Zoning Board and approved by the City Council shall expire in 12 months in accordance with Chapter 134-104 (3) (e).

AGREE:	<i>EB</i>	DISAGREE:	
--------	-----------	-----------	--

The applicant hereby states that the above request for Variance does not violate any deed restrictions on the property.

Applicant's Signature:		Date:	
Applicant's Printed Name:			
Owner's Signature:	<i>EB</i>	Date:	<i>2/16/2022</i>
Owner's Printed Name:	<i>Eric Baker</i>		

Please submit your completed application to City Hall via email at [bmeeks@edgewood-fl.gov](mailto:bmeeks@edgewood-fl.gov) or [sriffle@edgewood-fl.gov](mailto:sriffle@edgewood-fl.gov), via facsimile to 407-851-7361, or hand deliver to City Hall located at 405 Bagshaw Way. For additional questions, please contact City Hall at 407-851-2920.

FEB 16 2022

CITY OF EDGEWOOD

## Justification for Variance

1. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district.

*Due to covid the applicants job requires working from home going forward. We are turning a closet into a home office and adding a new closet to replace the one being turned into an office. By seeking this variance, we are choosing the design that least effects the look of the house and makes it aesthetically pleasing.*

2. That the special conditions and circumstances do not result from the actions of the applicant.

*Due to covid the applicant's job is now a home based position as dictated by her employer.*

3. That approval of the variance requested will not confer on the applicant any special privilege that is denied by this chapter to other lands, buildings, or structures in the same zoning district.

*This variance will not allow the applicant any special privilege. It is allowing the owner to maintain much needed storage space while allowing them to work from home as instructed by applicant's employer.*

4. That literal interpretation of the provisions contained in this chapter would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of this chapter and would work unnecessary and undue hardship on the applicant.

*The granting of this variance would allow the homeowner to maintain much needed storage space in a home that is already one of the smallest on the street while allowing the applicant to have the needed office space to work from home.*

5. That the variance approved is the minimum variance that will make possible the reasonable use of the land, building, or structure.

*The variance requested sits 1'-1" into the allowed setback of 10'. By allowing the variance the applicant will be able to square off the side of the house and make it more visually pleasing to the community.*

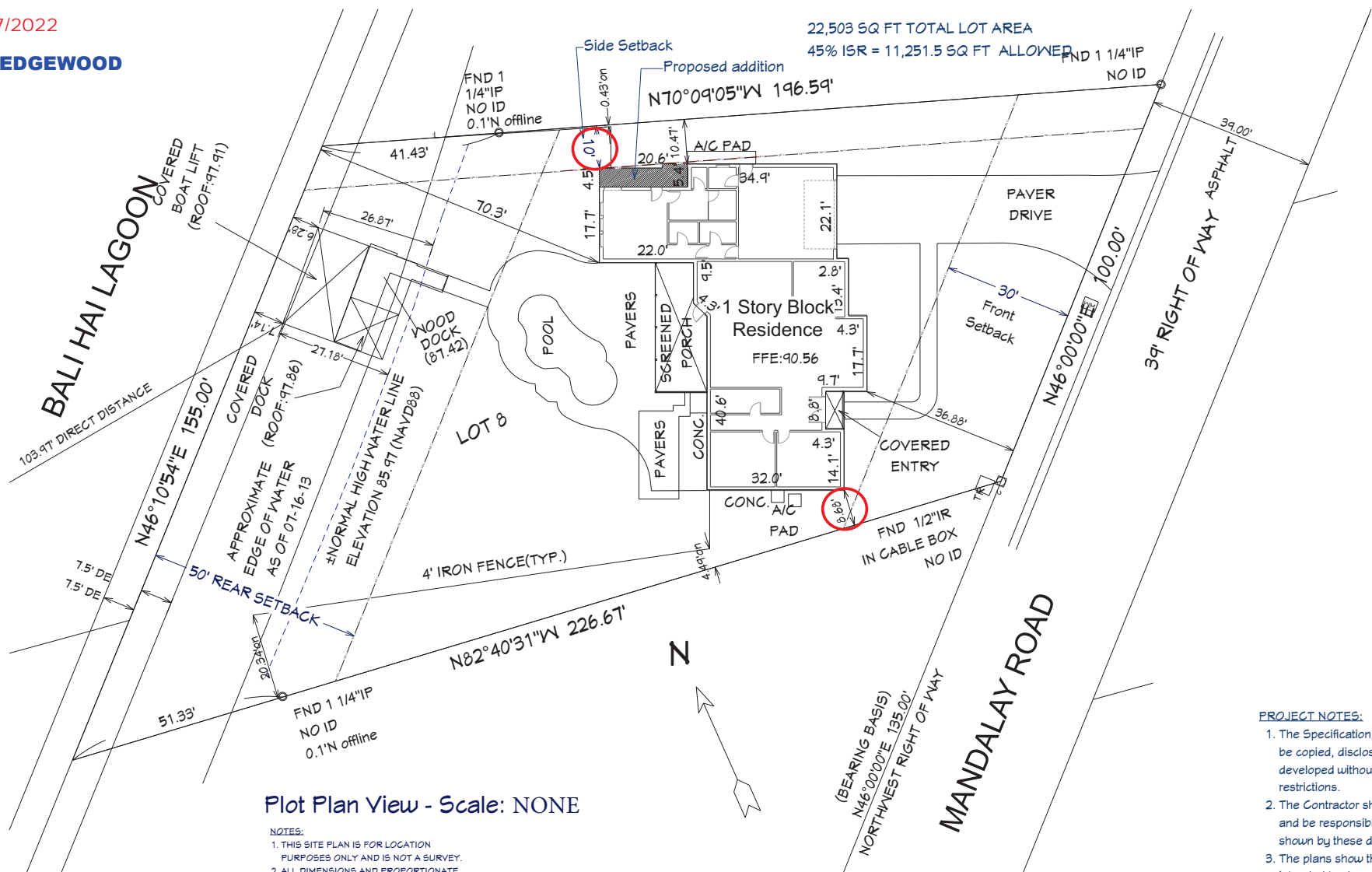
6. That approval of the variance will be in harmony with the general intent and purpose of the chapter and that such variance will not be injurious to the neighborhood or otherwise detrimental to the public.

*Approval of this variance will improve the look of this structure and therefore add aesthetic value and create a more cohesive design to the structure.*

7. That the variance sought will be consistent with the Edgewood comprehensive plan.

*By improving the exterior appearance of the building the applicant is staying consistent with the Edgewood comprehensive plan.*

**RECEIVED**  
 3/7/2022  
**CITY OF EDGEWOOD**



**Plot Plan View - Scale: NONE**

- NOTES:**
1. THIS SITE PLAN IS FOR LOCATION PURPOSES ONLY AND IS NOT A SURVEY.
  2. ALL DIMENSIONS AND PROPORTIONATE LOCATIONS OF ALL SITE FIXTURES ARE APPROXIMATE AND SHALL BE VERIFIED BY CONTRACTOR PRIOR TO COMMENCEMENT OF ANY WORK.
  3. IF KNOWLEDGE OF EXACT SITE CONDITIONS ARE REQUIRED, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN A SITE SURVEY FROM A LICENSED SURVEYOR.

- GENERAL NOTES:**
1. The contractor shall visit the site prior to preparation of his bid and thoroughly familiarize himself with conditions of the construction area and work required to perform the work of this contract. Obtain dimensions by calculation, DO NOT SCALE THE DRAWINGS. If dimensions are in question, the contractor shall request clarification from the Building Designer prior to continuing construction of the area in question.
  2. All dimension are taken from face of existing finish or masonry or ICF or stud unless noted otherwise.
  3. Termite protection to comply with FBC 2017, 6th Edition, Sections 1816 and R318.
  4. All conduit, piping, and ductwork penetrating any rated assembly, floor, ceiling or wall shall have an approved fire rated assembly for the specific application.
  5. All mechanical and electrical equipment shall be located on site per construction documents or civil drawings.
  6. All lumber in contact with the soil, concrete, masonry, or as indicated or required shall be pressure preservative treated.
  7. See floor plans and reflected ceiling plans for specific elevations and details.
  8. Install thresholds at all exterior doors, at fire rated doors, and doors between air conditioned & non air conditioned spaces and where materials change on either side.
  9. All soffit systems, roof systems and window systems to meet all uplift and shape criteria as required by codes.
  10. Specifications and requirements indicated on structural, mechanical, plumbing and electrical drawings are considered minimum acceptable criteria and may be superseded by more stringent criteria required as part of construction documents. Contractor shall notify the Building Designer for any possible conflicts or discrepancies prior to commencing the specific work.
  11. Contractor to coordinate and verify all exterior wall control and expansion joints prior to the commencement of specific work.
  12. All glass to be tempered per code adjacent to doors, bathrooms, etc..
  13. Provide Duralock tile backer board at all locations scheduled for tile finish
  14. Provide casing beads at all stucco and drywall transitions to different material. Provide sealant joint w/ backer rod or bond break. Typical unless noted otherwise.
  15. Provide corner beads at all stucco and drywall returns.
  16. Provide control joints between different construction types. I.e. metal framing and C.I.P. or C.M.U. construction.
  17. All finishes shall be repaired to produce a uniform finish.
  18. The Building Designer shall not be held responsible for work performed not in accordance with these documents nor for misinterpretation of the drawings, nor for unsatisfactory work by contractor.
  19. Selection of interior finishes, electrical fixtures/equipment, plumbing fixtures/equipment, hvac equipment shall be as specified in the contract between the Owner and Contractor/Builder.

**PROJECT COMPLIANCE:**

1. Code requirements: It is the intent that all work shall conform to the adopted codes, standards and rules of the administrative authority having jurisdiction.
2. All work shall conform with drawings and specifications in accordance with the requirements of all the following where applicable:
  - a. Governing municipal and regulatory agencies
  - b. Local, state and federal bodies

**APPLICABLE CODES:**

FLORIDA BUILDING CODE	TTH EDITION (2020)
RESIDENTIAL	
FLORIDA FIRE PREVENTION CODE	TTH EDITION (2020)
FLORIDA BUILDING CODE ACCESSIBILITY	TTH EDITION (2020)
NFPA 70-14. NATIONAL ELECTRICAL CODES	NEC 2017 & 6TH FBCR CH. 34-43

**BUILDING CODE REQUIREMENTS FOR STRUCTURAL CONCRETE** (ACI 318-14)  
**SPECIFICATIONS FOR STRUCTURAL CONCRETE** (ACI 301-10)  
**BUILDING CODE REQUIREMENTS FOR MASONRY STRUCTURES** (ACI 530-13)  
**NATIONAL DESIGN SPECIFICATION FOR WOOD CONSTRUCTION** 2015 EDITION  
**WOOD FRAMED CONSTRUCTION MANUAL** 2015 EDITION  
**APA PLYWOOD DESIGN SPECIFICATION** 2012 EDITION  
**AMERICAN SOCIETY OF CIVIL ENGINEERS** ASCE/SEI T-16  
**ALUMINUM DESIGN MANUAL** 2015 EDITION

**OCCUPANCY CLASSIFICATION:** Residential - R3  
**ZONING:** R-1AA

**Square Footage:**

Existing Residence Under air:	2,607	<b>IMPERVIOUS SURFACE CALCULATION:</b>
Existing Residence Not under air:	879	TOTAL LOT AREA = 22,503 SQ FT
New Addition Under air:	97	45% ISR = 11,251.5 SQ FT ALLOWED
Total under roof:	3,583	6,807 ACTUAL

Sheet Index	
Label	Title
CV	Cover Sheet
1.1	Structural Notes
2.1	Foundation plan and details
2.2	Floor Plan
2.3	Roof Plans
2.4	Roof Plan and Notes
2.5	Roof Framing Plan
3.1	Exterior Elevations
3.3	Wall Sections and Details

- PROJECT NOTES:**
1. The Specification, Ideas, Designs, and Arrangements represented herein are and shall remain the property of the Designer and no part thereof shall be copied, disclosed to others or used in connection with any work or project other than the specified project for which they have been prepared and developed without written consent. Visual contact with these plans or specifications shall constitute conclusive evidence of acceptance of these restrictions.
  2. The Contractor shall verify all conditions and dimensions and report any discrepancies to the Owner prior to beginning work. Contractors shall verify and be responsible for all dimensions and conditions on the Job and this office must be notified of any variation from the dimensions and conditions shown by these drawings.
  3. The plans show the location of all fixtures and equipment and are intended to convey the general intent of the work in scope and layout. They are not intended to show in minute detail every and all accessories intended for the purpose of execution of the work, but is understood that such details are part of this work.
  4. The Contractor is responsible for providing a complete and finished product. Any items not specified, or identified, but required to complete an assembly, system, etc. shall be considered part of this contract.
  5. The Contractors shall coordinate and assure themselves that all items of work will fit and function in accordance with the intent of these documents and that individual pieces of the same and different systems will properly function in conformance with the Manufacturer and Industry Standard requirements.
  6. The Contractor shall be responsible for all damage, inside or outside the limit of work due to operations. The Contractor shall restore all damaged areas or items to their original condition at no additional cost to the Owner. The Contractor shall provide all temporary protection as required to properly secure the building from intruders, animals, and the elements.
  7. The Contractor shall be responsible for any existing material or system integrated with scope of work for conformance with the contract documents and objectives of this project. All clearances and conflicts of any and all construction; Framing/ Mechanical/ Plumbing/ Electrical/ etc required shall be adjusted for proper fit, accessibility and function.
  8. The Contractor shall be responsible for the coordination of all trades not identified, indicated or described in the drawings. Individual Contractors shall be responsible for the conformance of their design and execution to all applicable Local, State and Federal Building Codes and Ordinances, Zoning Bylaws and Governing Agencies as well as OSHA, NFPA and the Health Acts. The Contractor shall coordinate all N.I.C., Owner supplied, and furnished items as required. 10. The Contractor shall work in a clean, organized, and professional manner and shall be responsible for maintaining the safety and security of the site during construction.
  9. The Contractor shall be responsible for the removal of trash from the site, on a weekly basis, at a minimum, and maintain a safe and orderly condition.
  10. Coordinate all dimensions or equipment and built in items with final placement locations as-built conditions.
  11. All material shall be installed in strict accordance with manufacturers specifications and related trade practices or standards. The preparations and modifications of underlying conditions shall be complete and ready for the next trade or product. All work shall be in conformance with good trade practice and performed by skilled workers, trained in the installation of the product being installed. Work not conforming to these requirements shall be cause for rejection. Satisfactory remedies may involve complete removal and replacement of defective work or material at the contractors expense.
  12. General Contractor shall be responsible for all required drawings, calculations and diagrams for plumbing, mechanical and electrical permits and to install required components to meet all applicable codes.
  13. General Contractor shall be responsible for all required drawings, calculations, diagrams and certification for contractor supplied systems for required permitting and as required to meet all applicable codes.
  14. The Contractor is advised that the Owner and other Contractors may be performing work during the performance of his work. Complete cooperation and coordination is required.
  15. Any Contractor, Subcontractor, Individual, Company, or their designees performing work or services for this project, be it for materials, labor or both shall be responsible for the detailed examination of existing conditions at the site, as indicated in drawings, or in other information available from a Public Agency or Utility Company. No consideration shall be given for claims made as a result of failure to understand, identify or establish existing conditions. Any damage to existing shall be the responsibility of the Contractor and repaired at his own expense.

**CONCEPT DESIGNER**  
 arling  
 CONCEPT + DESIGN, INC.  
 NATALIA BALIC  
 INFO@DARLING-INC.COM

**PROFESSIONAL ENGINEER**

PROFESSIONAL ENGINEER SEAL TO THE BEST OF HIS KNOWLEDGE AND BELIEF THESE DRAWINGS COMPLY WITH THE 2020 FLORIDA BUILDING CODE, RESIDENTIAL TTH EDITION (2020) AND THE 2017 NATIONAL ELECTRICAL CODES, AS WELL AS ALL APPLICABLE LOCAL, STATE AND FEDERAL CODES AND ORDINANCES. I AM NOT PROVIDING ANY GUARANTEE OR WARRANTY FOR THE DRAWINGS EXCEPT AS STATED HEREIN. I AM NOT PROVIDING ANY GUARANTEE OR WARRANTY FOR THE DRAWINGS EXCEPT AS STATED HEREIN. I AM NOT PROVIDING ANY GUARANTEE OR WARRANTY FOR THE DRAWINGS EXCEPT AS STATED HEREIN.

REVISION TABLE	
DATE	DESCRIPTION

**Baker Residence**  
 935 Mandalay Road  
 Orlando, FL 32804

**SHEET NAME:**  
 Cover Sheet

**DATE:**  
 10/28/2021

**SHEET:**  
 CV

RECEIVED

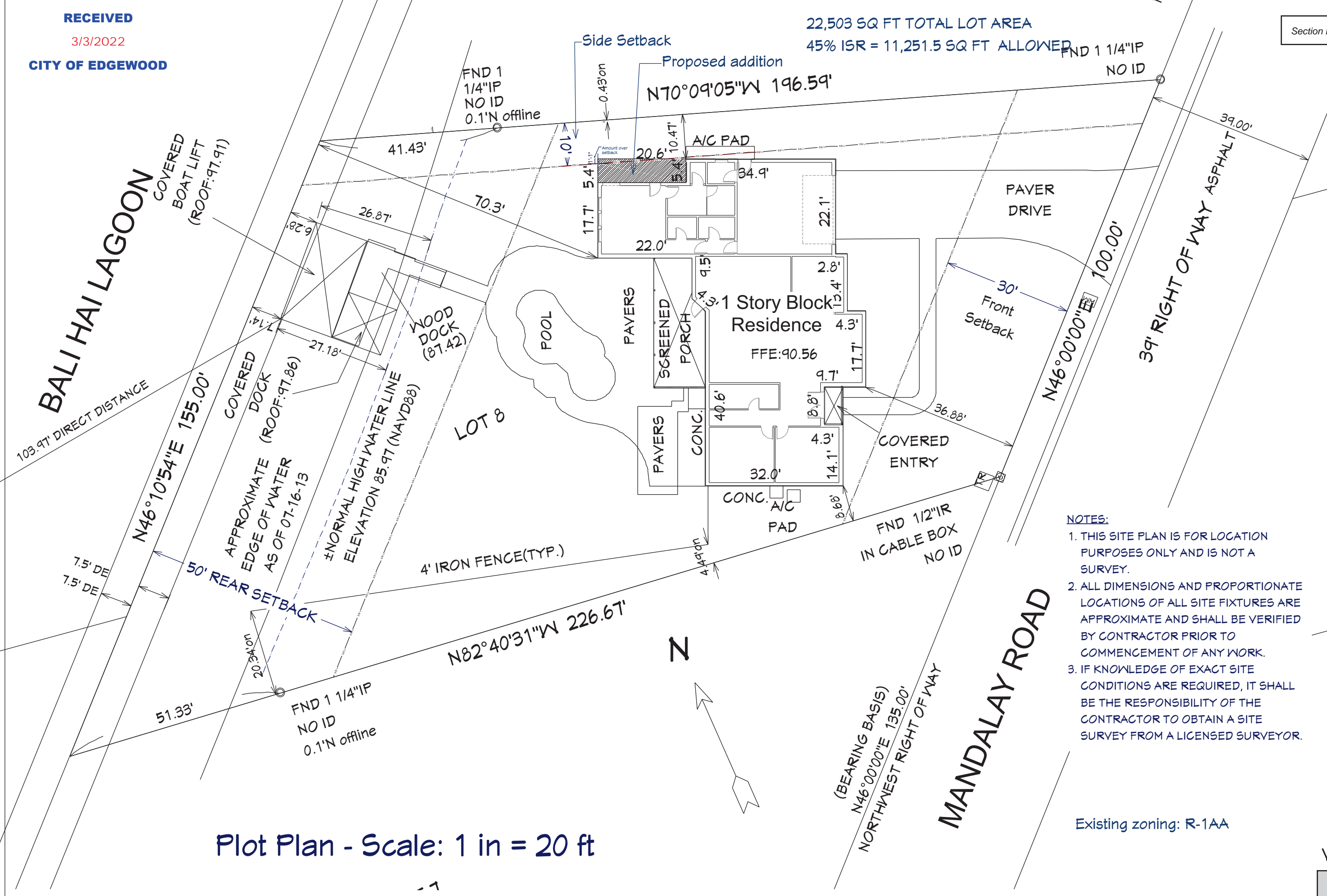
3/3/2022

CITY OF EDGEWOOD

22,503 SQ FT TOTAL LOT AREA  
45% ISR = 11,251.5 SQ FT ALLOWED

Section M, Item 3.

CONCEPT DESIGN  
DARLING  
CONCEPT + DESIGN, INC.  
NATALIA BALIC  
INFO@DARLING-INC.COM



- NOTES:**
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Plot Plan - Scale: 1 in = 20 ft

Existing zoning: R-1AA

REVISION TABLE	REVISION BY	DESCRIPTION

Baker Residence  
535 Mandalay Road  
Orlando, FL 32804

SHEET NAME:  
Plot Plan View

DATE:  
2/25/2022

SHEET:

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3/3/2022

CITY OF EDGEWOOD

# Side Setback

Section M, Item 3.

CONCEPT DESIGN  
DARLING  
CONCEPT + DESIGN, INC.  
NATALIA BALIC  
INFO@DARLING-INC.COM

## Proposed addition

### N 70° 09' 05" W 1'

ie

0.43'on

10'

5.4' 1'-1"

Amount over setback

20.6' 10.47'

5.4'

### A/C PAD

34.9'

Enlarged Plot Plan - Scale: 1/4 in = 1 ft

REVISION TABLE	REVISION BY	DESCRIPTION

Baker Residence  
535 Mandalay Road  
Orlando, FL 32809

SHEET NAME:  
Enlarged Plan  
View

DATE:  
2/25/2022

SHEET:



**Edgewood Police Department  
March City Council Report  
2022**

	<b>February</b>	<b>March</b>
<b>Residential Burglaries</b>	3	0
<b>Commercial Burglaries</b>	0	3
<b>Auto Burglaries</b>	3	1
<b>Theft</b>	4	1
<b>Assault/Battery</b>	4	2
<b>Sexual Battery</b>	0	0
<b>Homicides</b>	0	0
<b>Robbery</b>	0	0
<b>Traffic Accident</b>	9	21
<b>Traffic Citations</b>	251	211
<b>Traffic Warnings</b>	187	152
<b>Felony Arrests</b>	1	4
<b>Misdemeanor Arrests</b>	3	1
<b>Warrant Arrests</b>	0	3
<b>Traffic Arrests</b>	3	0
<b>DUI Arrests</b>	3	0
<b>Code Compliance Reports</b>	43	71

**Department Highlights:**

- The week of March 14<sup>th</sup>, Detective Nicolle Crock attended Firearms Instructor Training at Orange County Sheriff's Office to become our second in-house Firearms Instructor.
- On March 26<sup>th</sup>, the Edgewood Police Department responded to a fatal car accident on South Orange Avenue at Mandalay Road. Due to the severity of crashes across the county (and nationwide) the Edgewood Police Department has started additional traffic detail on Orange Avenue and posted multiple electronic message boards in various locations to remind drivers that there is nothing more important than arriving safely to your destination.
- On March 30, Stacey Salemi and Haymee Watkins attended a Property and Evidence Association of Florida meeting at the Lake County Sheriff's Office.
- During the Central Florida Police Chief Meeting held at the Windermere Police Department, Analyst Stacey Salemi attended along-side Chief John Freeburg to learn more about crime reporting and the way the Florida Department of Law Enforcement plans to obtain information of Use of Force, Hate Crimes, and crime statistic in general.
- The Edgewood Police department host a meeting for the directors of Crimeline, the Belle Isle Police Department, and our detective and analyst. During this

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

## Edgewood Police Department March City Council Report 2022

meeting we learned about the services Crimeline offers and also obtained numerous materials to hand out to the public.

- On-Site Assessors for the departments Accreditation are all set. The on-site team will be here on April 26<sup>th</sup>-28<sup>th</sup>. Please feel free to stop by and meet them.

**2022/2023 FY TRIM CALENDAR**

\*Regular Council Meetings are held on Tuesday\*

June 1, 2022	OCPA provides the total assessed value of the nonexempt property.
Tuesday, June 21, 2022 at 6:30 pm Regular City Council Meeting	Set tentative millage rate, set a public hearing date for final millage and proposed FY 2022-2023 budget Approve Non-Ad Valorem Assessment at City Council Meeting
July 1, 2022	OCPA certifies the preliminary taxable value (TA) on <i>Certification of Taxable Value</i> (Form DR-420).
Tuesday, July 19, 2022 at 6:30 pm Regular City Council Meeting	Set tentative millage rate, set a public hearing date for final millage, and proposed FY 2022-2023 budget.
Wednesday, July 27, 2022 at 9:00 am Council Workshop	FY 2022-2023 First Budget Workshop
Wednesday, August 3, 2022 at 6:30 pm	FY 2022-2023 Second Budget Workshop
Thursday, August 4, 2022 (within 35 days of certification of value)	Forward to OCPA: DR420 & DR420MM-P <ul style="list-style-type: none"> <li>• Prior year's millage</li> <li>• Current year proposed millage</li> <li>• Current year rolled-back rate</li> <li>• Date, time, meeting place of the tentative budget hearing</li> </ul>
Monday, August 15, 2022 at 6:30 pm	FY 2022-2023 Third budget Workshop (If needed)
August 24, 2022	OCPA mails out the Notice of Proposed Property Taxes OCPA mails out the Notice of Proposed Property Taxes (TRIM Notice) Form DR-474, this is the advertisement of the 1 <sup>st</sup> TRIM hearing
Tuesday, September 6, 2022 at 6:30 pm Special Council Meeting (must be held between Sept 3-18)	Public hearing/adoption of the tentative budget & proposed millage; (cannot be held on BCC hearing dates of 9/8 or 9/22 or OCPS hearing dates of 7/26 & 9/13)
Thursday, September 15, 2022	Advertise in the newspaper the public hearing/adoption of final millage & budget (must be done within 15 days after public hearing/adoption of the tentative budget & proposed millage)
Tuesday, September 20, 2022 at 6:30 pm Regular Council Meeting (must be held within 2-5 days after advertisement)	Final public hearing/adoption of millage & budget ; (cannot be held on BCC hearing dates of 9/8 or 9/22 or OCPS hearing dates of 7/26 & 9/13)
Friday, September 23, 2022	Send ordinance adopting final millage & budget to OCPA, tax collector, and DOR (must be done within 3 days of final hearing). When the property appraiser receives the resolution or ordinance, notification of the final millage rate is considered official.
Friday, September 30, 2022	OCPA delivers DR 422 and DR-420MM with the final tax roll and supporting documents.
Tuesday, October 4, 2022	City deadline to return DR 422's to OCPA with final millage rate (NOON)
Thursday, October 20, 2022	Submit TRIM compliance package (due within 30 days of the final hearing)

This calendar is subject to change. Any changes will be posted on the City's website at [www.edgewood-fl.gov/news](http://www.edgewood-fl.gov/news).