

CITY COUNCIL

John Dowless, Mayor
Richard Alan Horn, Council President
Lee Chotas, Council Member
Ben Pierce, Council Member
Chris Rader, Council Member
Susan Lomas, Council Member



City Council Meeting
Third Tuesday Every Month
6:30 PM
Held in City Council Chamber
405 Bagshaw Way
Edgewood, FL 32809

AGENDA Edgewood City Council Meeting July 21, 2020 6:30 pm

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 to be handed to the City Clerk. When you are recognized, state your name and address. The Council is pleased to hear relevant comments; however, a five-minute limit has been set by Council. Large groups are asked to name a spokesperson. Robert's Rules of Order guide the conduct of the meeting. PLEASE SILENCE ALL CELLULAR PHONES AND PAGERS DURING THE MEETING. "THANK YOU" for participating in your City Government.

- Item 1. Call to Order
- Item 2. Invocation and Pledge to Flag
- Item 3. Confirmation of Quorum
- Item 4. Presentation(s)
 - a. Officer of the Year Presentation –Presentation by Police Chief John Freeburg
 - b. Recognize Employee Retirement – Presentation by Police Chief John Freeburg
 - c. **PAGE 1** - FACC Honoring Immediate Past President Bea L. Meeks – Debra Buff, FACC President
- Item 5. Consent Agenda
 - a. Consideration of Minutes from Previous Meeting(s)

PAGES 2-9 - Approval of June 16, 2020 City Council Meeting Minutes

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

Item 6. Proposed Ordinances

- a. **PAGES 10-13 - ORDINANCE 2020-02** - AN ORDINANCE THE OF THE CITY OF EDGEWOOD, FLORIDA, EXTENDING THE CITY'S APPROVAL OF THE INCLUSION OF A PORTION OF THE CITY OF EDGEWOOD WITHIN THE LAKE MARY (JESS) MUNICIPAL SERVICE TAXING UNIT ("LAKE MARY (JESS) MSTU"); EXTENDING THE CITY'S CONSENT TO THE INCLUSION OF A PORTION OF THE CITY OF EDGEWOOD WITHIN THE BOUNDARIES OF THE LAKE MARY (JESS) MSTU; ACKNOWLEDGING AND CONSENTING TO THE IMPOSITION OF AD VALOREM TAXES UPON PROPERTY WITHIN THE LAKE MARY (JESS) MSTU; PROVIDING FOR CONTINUING CONSENT FOR A TERM OF YEARS FROM THE CITY PURSUANT TO SECTION 125.01(1)(q), FLORIDA STATUTES, FOR PROPERTIES WITHIN THE LAKE MARY (JESS) MSTU TO BE INCLUDED IN THE MSTU, INCLUDING ANY LANDS IN THE MSTU ANNEXED INTO THE CITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR SUNSET; AND PROVIDING FOR AN EFFECTIVE DATE

Item 7. Public Hearings

None.

Item 8. Unfinished Business

- a. **PAGES 14-17** - Debris Monitoring Review Committee - Council Member Ben Pierce

Item 9. New Business

- a. **PAGES 18-19** - Setting Tentative Millage Rate – City Clerk Bea Meeks – City Clerk Meeks
- b. **PAGES 20-33** - 2020/2021 Neighborhood Grant Application – Legacy – City Clerk Bea Meeks
- c. **PAGES 34-39** - First Extension to Interlocal Agreement Between Orange County and Edgewood RE: Permitting Services – City Attorney Drew Smith

Item 10. Public Comments

ORDINANCE 2013-05 Addressing the council orally during public comment periods - Prior to official action being taken by the council on any agenda item under consideration by the council, the presiding officer shall open the floor for public comment. Once during each regular council meeting, the presiding officer shall open the floor for public comment on items not on the agenda. Public input offered during these public comment periods shall be limited to five (5) minutes per speaker with the presiding officer having the option to allow an additional one (1) minute.

Addressing the council by written request. Any person requesting to have an item placed on a regular council agenda shall notify the city clerk in writing by 2:00 p.m. of the Tuesday immediately preceding the Tuesday council meeting of his or her desire to speak. On his or her agenda item, such person shall be allowed ten (10) minutes to speak.

Item 11. Boards & Committees

- a. **PAGES 40-48** - 4400 South Orange Avenue – Discovery Church – Commercial Site Plan

Item 12. City Attorney Report

Item 13. Police Chief & City Clerk Reports

- a. **PAGE 49** Chief’s Report
- b. **PAGE 50** City Clerk’s Report

Item 14. Mayor & Council Reports

Item 15. Adjournment

Future Meetings:

Planning & Zoning Board	July 10, 2020	6:30 pm
City Council Meeting	July 18, 2020	6:30 pm

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. Untimely filing by any appellant shall result in an automatic denial of the appeal.

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 no later than one day prior to the proceedings at (407) 851-2920 or email bmeeks@edgewood-fl.gov.

Florida Association of City Clerks

Honoring Immediate Past President Bea L. Meeks, MMC, CPM, CBTO



Join FACC in the City of Edgewood on **July 21, 2020, at 6:30 p.m. EST** to honor and present resolutions to FACC Immediate Past President Bea L. Meeks, MMC, CPM, CBTO (City of Edgewood's City Clerk) and the City of Edgewood. Everyone is invited to attend.

July 21, 2020
6:30 p.m. EST
City of Edgewood City Council Meeting
405 Bagshaw Way
Edgewood, FL 32809



Edgewood City Council Meeting Minutes - June 16, 2020

Call to Order

Council President Alan Horn called the Edgewood City Council meeting to Order at 6:30 p.m. He asked for a moment of silence then led everyone in the Pledge of Allegiance.

Confirmation of Quorum

Deputy City Clerk Riffle announced there was a quorum with Mayor and all five Council members present.

Presentation(s)

There were no presentations.

Consent Agenda

1. Approval of May 19, 2020 City Council Meeting Minutes

City Clerk Meeks said that Council Member Rader provided her with the following correction prior to the meeting:

Page 4 “Council Member Rader reported that he created GIS based maps for the City and a draft Future Land Use and Zoning Maps.”

Council Member Chotas provided the following correction:

Page 3/Line 7 - “Council Member Chotas said that he is not in favor of amending the Code; however...”

Council Member Rader made the Motion to approve the Consent Agenda with corrections; Second by Council Member Lomas. Approved 5/0.

Proposed Ordinances

There were no proposed Ordinances.

Public Hearings

There were no public hearings.

Unfinished Business

There was no unfinished business discussed.

New Business

a. Non-ad Valorem Assessment – City Clerk Meeks

City Clerk Meeks reported that the City has issued a Request for Proposal (RFP) for solid waste services, as Waste Management provided the City with a letter of non-renewal of the current services. City Clerk Meeks stated that the current annual rate is \$292.96 per unit (container). She gave examples of two similar cities in sizes and shared their service providers' rates; however, she cautioned that Edgewood may not get the same rate. City Clerk Meeks said that currently, the City pays Waste Management \$20.88 per unit. Council Member Pierce said there is an estimated \$30,000 spread between receipts and disbursements.

In response to Council Member Chotas, Mayor Dowless said costs will go up no matter what, particularly if service is provided two times a week. Council Member Pierce said the rate would have to go up around sixteen percent (16%) for a loss.

Council Member Chotas made the Motion to leave the rate the same.

Mayor Dowless reminded Council Members that if the City gets hit by a big storm, the City covers the up-front costs for clean-up. Mayor Dowless said he feels there should be money set aside from this fund just for hurricane cleanup. Mayor Dowless said he is not opposing the motion but he has an issue with their being no buffer for cleanup. Council Member Chotas said he is reluctant to increase taxes.

Council Member Lomas Second Council Member Chotas' Motion. Approved 5/0.

b. Annexation Procedure for Oakwater Professional Park – City Attorney Smith

City Attorney Smith said he has the Pre-Annexation Agreement with signed petitions from the unit owners in Oakwater Professional Park. He said that the Association is ready to move forward with annexation into the City of Edgewood. City Attorney Smith said the City will now need to follow the process laid out in the memo he provided to the Mayor and Council Members. In response to Council President Horn, City Attorney Smith said he did not know if the non-signers are against the annexation, he only knows they did not sign the petition.

Council Member Lomas expressed her concern that that if the City spends fifty thousand dollars (\$50,000) on the roadway that is not an acceptable level to the Association, will they pay to make additional improvements. City Attorney Smith confirmed that the road would become the City's road. Mayor Dowless confirmed for Council Member Lomas he had one quote (\$30,000 to \$40,000); however, he will get another quote. Council Member Lomas said there is curbing that needs to be repaired. In response to Council Member Pierce, Mayor Dowless said the City would

get the contractor. City Attorney Smith said that the improvement to the road is dependent on the annexation being approved.

In response to Council Member Chotas, City Attorney Smith said a title search will be done and it will ensure that the right-of-way easement is sufficient.

Council Member Chotas made the Motion to authorize the Mayor to sign the Pre-Annexation Agreement; Second by Council Member Lomas. Approved 5/5.

c. Lake Mary Jess MSTU – City Attorney Smith

City Attorney Smith reported on the request to extend the Lake Mary Jess MSTU. He said the County is asking to add language that would automatically extend the MSTU. Council President Horn said the request was reasonable. Council President Horn said he is okay with moving forward. ***It was the consensus of Council to move forward with preparing the Ordinance and bring back to Council for their consideration.***

d. Sample Ordinance RE: Chicken Keeping as an Accessory Use – City Attorney Smith

City Clerk Meeks referred the Mayor and Council to her memo in the agenda packet regarding another request for the City to allow chickens. She reminded them that when resident Corey Phillips made his request to allow chickens in the May Council meeting, Mayor Dowless said he asked Mr. Phillips to talk to his HOA to see if they were amenable to the idea before Council took any action. City Clerk Meeks referred to City Attorney Smith to explain the template Ordinance. City Attorney Smith said the template ordinance was included in the agenda packet so that Council could see what one looks like. He said he was looking for Council to give the direction they want him to go. City Attorney Smith noted the Code that City Clerk Meeks included with her memo regarding when live poultry is prohibited; placing emphasis on the part of the Code that states “when such action constitutes a hazard to the residents or a nuisance to the neighborhood.” City Attorney Smith said the issue is what defines a nuisance. He explained the code enforcement proceedings for these type of complaints.

City Clerk Meeks announced that resident Don Smart was in attendance. She explained the complaint she received regarding resident Smart’s chickens and pet pig. Mr. Smart confirmed that he has three chickens and wants one more. He said his pet pig is in the process of being certified as a service pig. City Attorney Smith said Council might want to consider a maximum of four chickens and no roosters, which would be easier. In response to Council Member Pierce, City Attorney Smith said any structure built for housing the animals would have to be permitted. Council Member Rader said that he has no inclination to prohibit, and does not want to move against HOAs. Council President Horn said he prefers to wait for it to become a problem before moving forward with an Ordinance. ***No action was taken.*** Council President Horn said he will provide feedback to Corey Phillips.

e. Request for Proposals/Qualifications Issued – City Clerk

City Clerk Meeks reported on the two Requests for Proposals (RFP) and one Request for Qualifications (RFQ) that have been issued. She said because the debris monitoring will work in

tandem with debris management, she would like to keep the same members who reviewed the debris management RFPs, to review the debris monitoring proposals. City Clerk Meeks said the issued requests are posted on DemandStar and the City's website. She explained the services that DemandStar provides, noting that there is no fee to the City for the service. City Clerk Meeks said that she needs members for the review committees and reiterated her request to have the same members who reviewed the debris management proposals, review the debris monitoring proposals. She said including herself, the members are Council Member Pierce, Chief Freeburg and resident Tom Perley. *It was the consensus of Council to accept City Clerk Meeks recommendation for debris monitoring committee.*

City Attorney Smith confirmed that Mayor Dowless can nominate members for the review committees. Council President Horn and Council Member Lomas volunteered for the solid waste review committee; it was agreed that Council President Horn would sit on this committee. Council Member Chotas suggested resident John Sharpe and Heath Spore to serve on the solid waste review committee. Council Member Pierce volunteered for the auditing review committee. Mayor Dowless said he might possibly have residents to serve but asked Council if they know someone to let him know. It was confirmed that the committees will be in place before the review dates.

City Clerk Meeks explained that staff cannot release information on bids until after approval. If any potential contractors contacts Council Members, they should not talk with them. She said Friday, June 19th, a mandatory pre-proposal conference for solid waste is scheduled.

Council Member Rader said that he wanted make sure neighboring solid waste providers were aware of the issued RFP. City Clerk Meeks said she contacted Belle Isle's solid waste provider, noted that DemandStar sent notification to providers who use their service and Belle Isle's provider was on the list. In response to Council Member Rader's questions regarding the Solid Waste RFP, City Clerk Meeks said she would send him a copy of the RFP. In response to Council President Horn, City Attorney Smith said Council can authorize the Mayor to select the audit committee.

Council Member Rader made the Motion to authorize Mayor Dowless to select the audit review committee; Second by Council Member Chotas. Approved 5/0.

Public Comments

- a. Steven Kreidt – Lake Jessamine Estates (Written request to address Mayor and Stratemeyer Road)

Steven Kreidt, 5148 Stratemeyer Drive, Edgewood, FL

Resident Steven Kreidt addressed his request to Council regarding the "No Parking" signs along Avignon Court, to the south end of the County side of the road. He said he spoke with Chief Freeburg and took his advice and went to neighbors with a petition. Resident Kreidt said he received support from twenty-two neighbors to remove the signs on one side of the road; there was one objection. He said when he and his wife moved to Edgewood in 2004 there were no parking restrictions. Resident Kreidt said the petition did not indicate what side of the street was preferred.

Council Member Rader asked for confirmation as to which side of the street to remove sign, so that the City does not become the conflict should Council agree with the request. Council Member Rader said he did want to not conflict with the HOA. City Attorney Smith said Council has the authority to choose which side of the street to remove the signs. Resident Kreidt said one side of the street has fire hydrants. He confirmed for Council Member Chotas that there is currently no parking on the side with the hydrants.

Holly Spoonley, 5145 Stratemeyer Drive, Edgewood, FL

Resident Holly Spoonley said that she has lived in Edgewood for almost 30 years. She said before the recent change with the signs, there already was no parking allowed on one side of the street. She said resident were not abiding by the signs and were parking on both sides of the street. Resident Spoonley said that Chief Freeburg told her that the signage was not correct. Chief Freeburg confirmed that this was correct. Resident Kreidt said the HOA president drew up a map with the signs. Resident Kreidt requested that signs not be on the curves was because of safety issues. Resident Spoonley said that even with the new signs, they are not being enforced. She said if you put the signs up, please enforce them. Resident Spoonley said she has photos of the parking that is not being enforced.

Chief Freeburg explained that that about one year ago, his office received multiple complaints. He said the signs and the spacing were wrong. Chief Freeburg said when the signs were reinstalled properly, he learned from City Clerk Meeks that there was supposed to be signs on the other side of the road prohibiting overnight parking. City Clerk Meeks explained that in her research of the 2008 minutes, the form of the motion was that there would be no parking on one side of Stratemeyer, and no overnight on the other side. Chief Freeburg said that when the signage for no overnight parking was added, large number of residents approached him. He said he referred them to their HOA. Chief Freeburg said he suggested to the residents that they decide what they want to do, then the city will enforce. Chief Freeburg said he cannot ticket 24/7. He said that when residents get a ticket, they come to the Police Department complaining that do not know where to park. He noted that tickets have also been issued for blocking driveways. Chief Freeburg said that the street does not look good with the all the signs. He said two signs have been removed until the matter is decided. In response to Council Member Chotas, Chief Freeburg said one side of the street with signs would be safe. Resident Kreidt said that the road is twenty-four feet wide. In response to Council Member Lomas, Chief Freeburg said City Code prohibits parking a car on the sidewalk, he said it is an ADA issue.

Discussion continued regarding the pros and cons of the signage and safety concerns. Council discussed whether or not to withhold making a decision until after the HOA meeting. Chief Freeburg confirmed that he will be attending the meeting. Council Member Rader said he did not see a reason to delay making a decision.

Council Member Chotas made the Motion to remove the signage that prohibits overnight parking that is on the interior curve; Second by Council Member Rader. Approved 5/0.

Boards & Committees

City Attorney Report

City Attorney Smith reported on the Boozehound applicants' request to consider giving credit for parking if applicants were to improve the road. City Attorney Smith said an Ordinance would be required; therefore, he is seeking direction from Council. City Attorney Smith said the credits would apply only for cross streets and the improvement would be striping the street. He said spaces would not be reserved although some cities will allow credits for parking. Council President Horn asked what the cost of an Ordinance would be versus the City striping the road. City Attorney Smith said it would be a limited benefit to the City right now. Council Member Rader said his preference would be striping only on one side of the road. City Attorney Smith said the credit given for the road improvement would reduce the onsite parking of the business. Council Member Rader said if extra spaces were created and landscaping provided, the City would see a benefit. City Attorney Smith said if a street does not have room for parking and the street is widened, anyone can use the spaces and the City still adds extra spaces. Council President Horn said he could only think of three streets that this would work for, and Boozehounds already has a seventy-five percent (75%) credit. Council Members Rader and Lomas agreed with Council Member Chotas' comment that he does not want to go forward unless the planner directs it and it makes sense. *No action taken on the matter.*

Police Chief & City Clerk Reports

Chief's Report

Chief Freeburg referred to his report included in the Council agenda packet; there were no questions. He said that there were some burglaries in Legacy and that two suspects were caught. He cautioned everyone about having unlocked vehicles. Chief Freeburg reported on the recent protests and the reform that is occurring. He said the Edgewood Police Department already meets most of the requirements of the initiatives and are accredited. Council Member Chotas complimented Chief and his staff. The Chief said he rewrote the discipline policy and is waiting to hear from the union. He said other policies will not pass until his discipline policy is approved. Chief Freeburg noted that the union is not an adversary; it is a partnership. He said the Mayor is even part of the grievance process.

City Clerk's Report

City Clerk Meeks reported on the following:

- Currently contacting service providers under contract regarding fees associated with the services to confirm whether or not they will be increasing their fees/rates in the 20/21 fiscal year. To date, no increases provided.
- Business Tax Receipts have been sent out to commercial and home businesses within the City of Edgewood.

- Working with County Building & Safety Division to renew Interlocal Agreement for permitting/inspection services. Agreement should be on July Agenda. Agreement expires in August.
- The City recently cited Rosen Materials for the fence that fronts their property and serves as fencing around their retention pond. Rosen was asked to address some concerns with the fencing and the pond. On Friday, June 12, 2020, Engineer Lane and Code Enforcement Officer Renteria met with the Rosen staff to address the items and their concern regarding a concrete drainage flume. Code Enforcement Officer Renteria pulled the file of former City Engineer Miller, and she found that the concrete drainage flume is the responsibility of the City. The flume is in need of restoration and needs to be removed for replacement of the fence that Rosen was cited for. Engineer Lane estimates a \$2000 cost. Calculations have been sent to CPH for further review. Their report will be forwarded to Mayor Dowless and Council Member Lomas upon receipt of same.
- Reminded Mayor and Council Members that they should be receiving their Form 1 (Financial Statement) from the Supervisor of Elections. It was noted that some Council Members still need to take their required ethics training.
- FRS Contribution Rate change effective July 1, 2020
- FDOT reimbursed the City \$10,849.13 for the damage claims submitted.
- In recognition of July 4th (Independence Day); City Hall will be closed on Friday July 3, 2020.
- Sandy and Virginia coordinated cleaning service and had the carpet in City Hall cleaned, the cloth chairs cleaned and the tile and grout was cleaned and sanitized.
- Natasha Furniss with Bombardier, the contractor performing the dynamic envelope installation at Holden, Jamaica, Stratemeyer and Mary Jess sent a work update; however, the project start date is pending. The work will be performed at night between 11 p.m. and 4 a.m.; there will not be work scheduled at Holden on a Wednesday night. An update will be provided upon receipt.

Mayor & Council Reports

Mayor John Dowless

Mayor Dowless said the roads and streets inventory is complete and he asked for Council Members to review. The Mayor said he does not want to miss any infrastructure needs. Additionally, the City needs to update their Capital Improvement Plan (CIP). Mayor Dowless said he and Council Member Lomas will review and then discuss recommendations on which streets to pursue. Mayor Dowless said a budget amendment will be done to move money to the roads and streets, so that repair/improvements can be funded. He said an arborist will go through the City and give a status report on trees that need to be removed due to disease and/or compromising infrastructure.

Mayor Dowless said that he and City Clerk Meeks both participated on a call with the Florida Department of Transportation (FDOT) regarding the road work planned on Orange and Hansel.

Council Member Chotas

Council Member Chotas announced that he will be out-of-town from July 4th to August 4th. He asked to attend and participate in the budget workshops remotely. City Attorney Smith confirmed that Council Member Chotas can attend remotely. Council Member Chotas said he will be back for the first budget hearing scheduled in September. He confirmed that the next Community Action Board meeting isn't until September and he will be attending the meeting.

Council Member Pierce

Council Member Pierce said he may need to attend workshop remotely as well. He will confirm with the City Clerk when he knows for sure.

Council President Horn

No report.

Council Member Lomas

No report.

Council Member Rader

In response to Council Member Rader's request, City Clerk Meeks said she will forward him a copy FDOT's report regarding road work on Orange and Hansel. In response to Council Member Rader, City Clerk Meeks said she will contact Commissioner Uribe's office to inquire about the utility work activity on Holden Avenue.

Adjournment

Having no further business or discussion, Council Member Chotas made a Motion to adjourn; Second by Council Member Rader. The City Council meeting adjourned at 8:28 p.m.

Richard A. Horn
Council President

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

Approved on

ORDINANCE NO. 2020-02

AN ORDINANCE THE OF THE CITY OF EDGEWOOD, FLORIDA, EXTENDING THE CITY'S APPROVAL OF THE INCLUSION OF A PORTION OF THE CITY OF EDGEWOOD WITHIN THE LAKE MARY (JESS) MUNICIPAL SERVICE TAXING UNIT ("LAKE MARY (JESS) MSTU"); EXTENDING THE CITY'S CONSENT TO THE INCLUSION OF A PORTION OF THE CITY OF EDGEWOOD WITHIN THE BOUNDARIES OF THE LAKE MARY (JESS) MSTU; ACKNOWLEDGING AND CONSENTING TO THE IMPOSITION OF AD VALOREM TAXES UPON PROPERTY WITHIN THE LAKE MARY (JESS) MSTU; PROVIDING FOR CONTINUING CONSENT FOR A TERM OF YEARS FROM THE CITY PURSUANT TO SECTION 125.01(1)(q), FLORIDA STATUTES, FOR PROPERTIES WITHIN THE LAKE MARY (JESS) MSTU TO BE INCLUDED IN THE MSTU, INCLUDING ANY LANDS IN THE MSTU ANNEXED INTO THE CITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR SUNSET; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Section 125.01(1)(q), Florida Statutes, provides specific legislative authorization for counties to establish a municipal service benefit unit of any part or all of the unincorporated areas within its boundaries, or within the municipal boundaries of an incorporated area upon consent of the governing body of such municipality, within which may be provided certain essential facilities and improvements; and

WHEREAS, Orange County on May 20, 1980, converted the Lake Mary (Jess) Special Taxing District to a municipal service taxing unit (MSTU) pursuant to the authority of the Florida constitution and pursuant to Section 125.01, Florida Statutes, which MSTU was intended to continue the taxing unit function originally established by creation of a special district by Orange County on September 24, 1974, for the purpose of general improvement and enhancement of Lake Mary (Jess); and

WHEREAS, the City on August 6, 2002 and July 20, 2010 consented to the inclusion of the areas shown on Exhibit "A" in the Lake Mary (Jess) MSTU) for a period which expires on December 31, 2020; and

WHEREAS, it is the intent of the City of Edgewood to extend its consent to the inclusion of the property shown on Exhibit "A" in the Lake Mary (Jess) MSTU and that this Ordinance be interpreted to simplify the MSTU collection process for the general enhancement of Lake Mary (Jess); and

WHEREAS, the Edgewood City Council has determined that the extended inclusion of certain properties in the Lake Mary (Jess) MSTU is in the best interests of the owners of property to be located therein, including the owners of property within the corporate limits of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EDGEWOOD, FLORIDA, THAT:

SECTION 1. CONSENT. The City of Edgewood hereby extends its consent, pursuant to Section 125.01(1)(q), Florida Statutes, to the inclusion of the areas shown on Exhibit "A" which are now annexed into the jurisdictional boundaries of the City of Edgewood but which are properties originally included in boundaries of the Lake Mary (Jess) MSTU. Exhibit "A" is attached hereto and incorporated herein by reference into this Ordinance. The property described on Exhibit "A" was included in the Lake Mary (Jess) MSTU. As specifically authorized pursuant to Section 125.01(1)(q), Florida Statutes, the City further acknowledges and consents to the inclusion of the lands described on Exhibit "A" in the Lake Mary (Jess) MSTU and acknowledges said MSTU will impose taxes for the purpose of implementing water quality projects to benefit Lake Mary (Jess), which taxes will be assessed by the Orange County Property Appraiser and collected by the Orange County Tax Collector in accordance with State law and paid over to the County for the purposes established by the MSTU. The City hereby consents to the imposition of ad valorem taxes upon said taxable real and personal property located within the jurisdictional boundaries of the City of Edgewood and also located within the Lake Mary (Jess) MSTU, which shall not be in excess of 3 mills per annum, which millage constitutes a portion of the 10 mills otherwise available to the City for municipal purposes for the affected properties. This consent shall be effective for the period commencing on the effective date of this Ordinance.

SECTION 2. SEVERABILITY. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion hereto.

SECTION 3. EFFECTIVE DATE AND TERM. This Ordinance shall take effect upon its passage and shall continue for a period of five years from the date of passage. This Ordinance and the consent given therein shall automatically be renewed for subsequent five year periods unless the City Council shall adopt an ordinance prior to the expiration of any five year term withdrawing its consent.

PASSED AND ADOPTED this _____ day of August, 2020, by the City Council of the City of Edgewood, Florida.

First Reading: _____

Second Reading/Public Hearing: _____

Richard A. Horn, Council President

ATTEST:

Bea Meeks, City Clerk

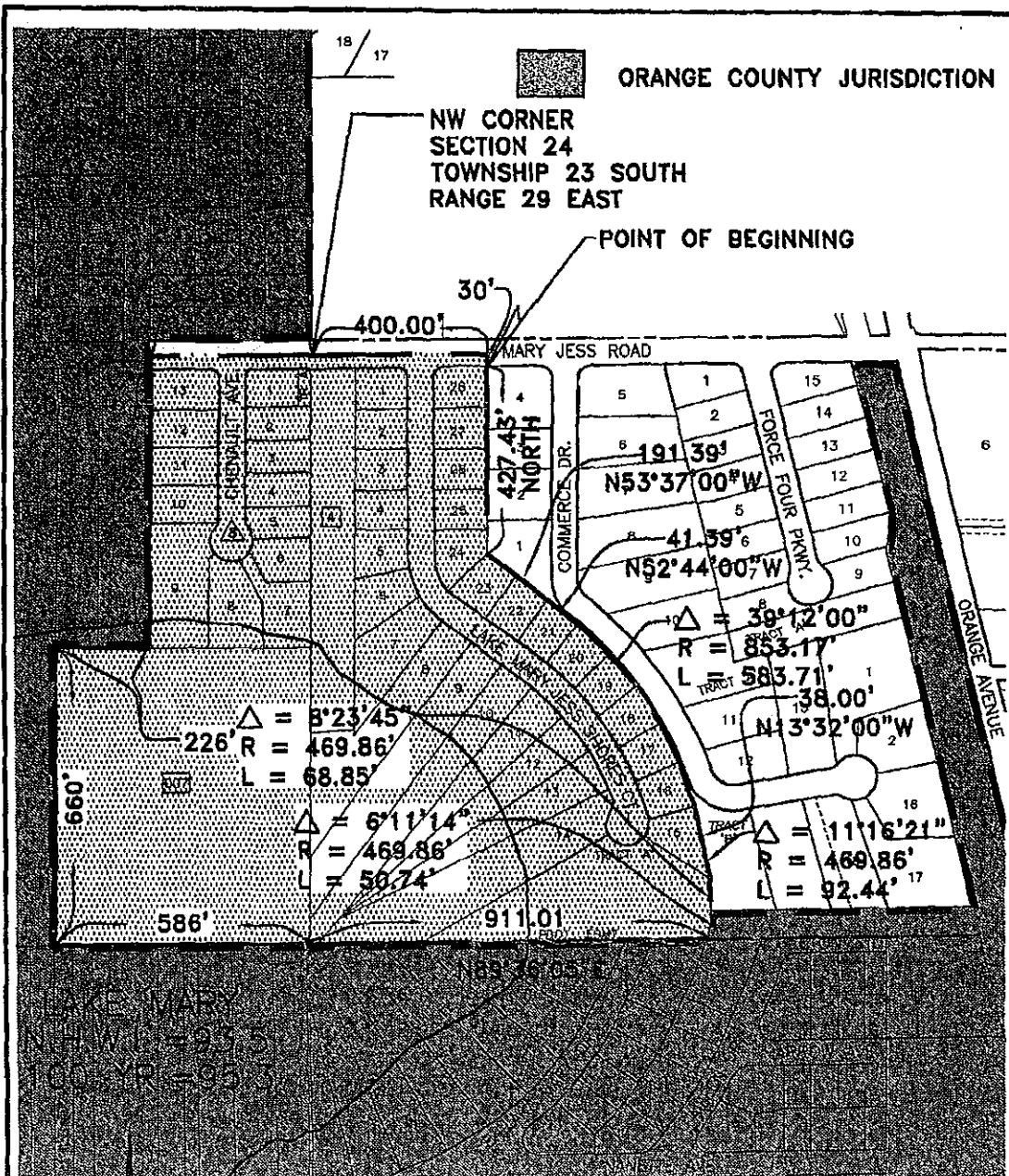
18 / 17



ORANGE COUNTY JURISDICTION

NW CORNER
SECTION 24
TOWNSHIP 23 SOUTH
RANGE 29 EAST

POINT OF BEGINNING



ACAD FILE: LK MARY MTSU



1" = 300'

CITY OF EDGEWOOD
LAKE MARY M.T.S.U.

EXHIBIT A

SHEET 2 OF 2

DATE:	5/20/02
JOB NO.	0327-00
CHECKED BY:	A.R.M.
DRAWN BY:	E.R.E.



From the desk of the City Clerk....

Bea L. Meeks, MMC, CPM, CBTO

TO: MAYOR DOWLESS, COUNCIL PRESIDENT HORN, COUNCIL MEMBERS CHOTAS, PIERCE, RADER AND LOMAS

DATE: JULY 13, 2020

RE: DEBRIS MONITORING

On June 29, 2020, the Debris Monitoring Review Committee met to discuss the two proposals submitted in response to the City’s Request for Proposals. The meeting began at 9 a.m. and all members were in attendance.

Below are the criteria that the committee ranked:

HIGHEST MAXIMUM POINTS (Total 100)	DESCRIPTION	COMMITTEE MEMBER POINTS
25	Key Personnel and Past Project Experience	
20	Qualifications of the Firm	
25	Project Understanding and Approach	
10	Management Systems / Training Manual	
20	Cost Proposal/Unit Rates	
	TOTAL POINTS	

The committee reviewed and took into consideration compliancy with the minimum qualifications, proposal format, inclusion of all attachments required and other items described on the criteria sheet. The committee also discussed the fee schedules and noted the differences in the fees (see attached). It was noted that the City has to cover costs up front during a disaster and wait for FEMA reimbursement. After brief discussion, all committee members agreed that the bids were comparable, with the exception of fees. The criteria rankings are on file with the City Clerk; however, a summary of the provider’s combined points is shown below:

COMMITTEE MEMBER	CMTS, LLC	DISASTER PROGRAM & OPERATIONS, INC
Ben Pierce, Council Member	88	90
Bea L. Meeks, City Clerk	98	85
John Freeburg, Police Chief	84	82
Tom Perley, Resident	87	82
TOTAL	357	339

Committee Members did not have any follow-up questions for either provider; however, they did want to know from the City Attorney if it is appropriate to have a back-up provider. They would like a response to this question in the Council meeting.

RECOMMENDATION/ACTION NEEDED: The Debris Monitoring Review Committee recommends CMTS, LLC to provide debris monitoring services to the City. Also, if the City Attorney says that it is appropriate to have a back-up; they would like to extend that request to Disaster Program & Operations, Inc.

Form of the Motion: I move that the recommendation that CMTS, LLC be approved as the City's debris monitoring service, and to authorize the Mayor to sign the Contract prepared by the City Attorney.

Alternate Motion: I move that the recommendation that CMTS, LLC be approved as the City's debris monitoring service and Disaster Program & Operations, Inc., as the secondary provider, and to authorize the Mayor to sign the Contract prepared by the City Attorney.

8. SUBMITTALS

a. Fee Schedule – Exhibit D to Attachment A

Debris Monitoring Operations		
Description	Unit	Rate per Hour
Project Manager*	Hour	\$85
Operations Manager*	Hour	\$75
Field Supervisor*	Hour	\$50
Tower Monitor	Hour	\$36
Field Monitor	Hour	\$34
Clerical / Administrative Assistant	Hour	\$34
Data/GIS Specialist	Hour	\$50
Environmental Specialist*	Hour	\$85
Billing/Invoice Analyst	Hour	\$50
FEMA Specialist	Hour	\$70
Public Assistance/Grants Management		
Description	Unit	Rate per Hour
Program Manager*	Hour	\$90
Grants Management Consultant	Hour	\$85
Consultant/Scientist/Planner/Engineer	Hour	\$95
Benefit Cost Analysis Specialist	Hour	\$70
GIS / HAZUS Specialist	Hour	\$60
Field Technician	Hour	\$60
Administrative Specialist	Hour	\$50

All labor rates include all taxes, benefits, equipment, mileage, cell phone, overhead, and profits.

*If lodging is required, CMTS will charge the City of Edgewood a pass-through rate per the federal GSA per diem rate.

Tab 7- Forms of Contract

EXHIBIT D TO ATTACHMENT A
FEE SCHEDULE

Debris Monitoring Operations		
Description	Unit	Rate per Hour
Project Manager	Hour	\$175.00
Operations Manager	Hour	\$105.00
Field Supervisor	Hour	\$110.00
Tower Monitor	Hour	\$55.00
Field Monitor	Hour	\$40.00
Clerical / Administrative Assistant	Hour	\$40.00
Data/GIS Specialist	Hour	\$95.00
Environmental Specialist	Hour	\$95.00
Billing/Invoice Analyst	Hour	\$40.00
FEMA Specialist	Hour	\$80.00
Public Assistance/Grants Management		
Description	Unit	Rate per Hour
Program Manager	Hour	\$125.00
Grants Management Consultant	Hour	\$115.00
Consultant/Scientist/Planner/Engineer	Hour	\$105.00
Benefit Cost Analysis Specialist	Hour	\$50.00
GIS / HAZUS Specialist	Hour	\$95.00
Field Technician	Hour	\$45.00
Administrative Specialist	Hour	\$75.00

***Additional Public Assistance/Grants Management roles/rates may be provided if necessary. Each additional role must include a detailed description of the services to be provided.



From the desk of the City Clerk....

Bea L. Meeks, MMC, CPM, CBTO

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

CC: City Attorney Smith

DATE: July 13, 2020

RE: Set Tentative Millage Rate and Set Public Hearing Date for Final Millage and Proposed FY 2020/2021 Budget

I am in receipt of Orange County’s preliminary tax roll for real and personal property for the City of Edgewood. The City must complete and return to the Orange County Property Appraiser, on or before noon on July 31, 2020, the DR-420 and DR-420MMP. For this reason, Council must set the tentative millage rate and set the public hearings for the proposed millage and the final millage rate and budget.

Orange County’s Preliminary Tax Roll 2020 vs. 2019

	<u>2020/2021</u>		<u>2019/2020</u>
Real Property	\$366,065,154	Real Property	\$339,963,532
Personal Property	\$ 29,923,682	Personal Property	\$ 30,226,693
TOTAL	\$395,988,836	TOTAL	\$370,190,225

The following is a chart to provide you with what the City’s ad valorem revenue would be, based on the millage rate set. The highlighted area is based on the City’s current millage rate (5.25)

MILLAGE	AD VALOREM	TANGIBLE	TOTAL
	\$	\$	\$
5.25	1,825,749.96	149,244.36	1,974,994.32
	\$	\$	\$
5.30	1,843,138.05	150,665.74	1,993,803.79
	\$	\$	\$
5.35	1,860,526.15	152,087.11	2,012,613.26

Calculation: Current Year Gross Taxable Value for Operating Purposes .95 x tentative millage per 1000

(i.e., 366,065,154 X .95 x 5.25 / 1000)

As always, I recommend you set the tentative millage rate higher than the current millage rate, as you can decrease the tentative millage rate but you cannot increase. Your first budget workshop is July 29, 2020 at 9 a.m.

Council has already approved September 8, 2020 at 6:30 p.m. as a special council meeting to adopt the tentative budget and proposed millage rate. Council also approved that the second/final public hearing to adopt the millage rate and budget, will be in the regular city council meeting scheduled for September 15, 2020 at 6:30 p.m.

RECOMMENDATION: Approve a millage rate higher than the current millage rate of 5.25. This is only a tentative millage rate and can be adjusted in the first public hearing on September 8, 2020.

Form of the Motion: I move to set the City's millage rate at _____%, and direct the City Clerk to complete the DR420 and DR420MMP forms to provide to the Orange County Property Appraiser, on or before noon on July 31, 2020.



From the desk of the City Clerk....

Bea L. Meeks, MMC, CPM, CBTO

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

CC: City Attorney Smith

DATE: July 13, 2020

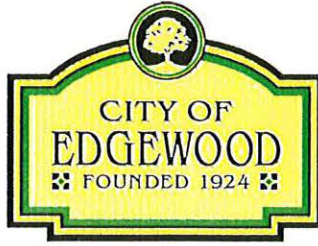
RE: Legacy Neighborhood Grant Application

Attached is an application for a neighborhood grant from Legacy at Lake Jessamine. Typically, these grants are approved by the Mayor if they meet criteria and funds budgeted for these grants are available. Council approved Ten Thousand Dollar (\$10,000) for neighborhood grants in the current fiscal year. To date, one has been approved in the amount of \$1900. As you know, Mayor Dowless lives in Legacy; for this reason, the grant is being presented to you for approval.

The application indicates Legacy wants to make improvements to their entryway; the estimate provided, including capital project supervision is \$9228.40. Historically, the City will match 50%, which is \$4614.20. It is noted on the application that Legacy has received a neighborhood grant in the past three years. Currently, there are no other requests for this grant.

RECOMMENDATION: Approve and match 50% of the grant request as presented.

Form of the Motion: I move to approve the neighborhood grant application from Legacy with a 50% match in an amount not to exceed \$4612.20, upon receipt of proof of payment an installation of improvements in the 2019/2020 fiscal year.



**Neighborhood Partnership Grants Program
Project Review and Funding Form**

Applicant Organization Name:	Legacy at Lake Jessamine
Applicant Organization Address:	
Applicant Organization Tax ID:	26-0119971
Date Projected For Completion Of Project:	June 30, 2020
Contact for Project Inspection:	SRK Residential Communities
Name:	Stephen Klosterman
Address:	6925 Lake Ellenor Dr #115 Orlando FL 32809
Contact Number 1:	407-992-8808 Office
Contact Number 2:	407-267-4273 Cell
Email Address:	stephen@SRKResidentialCommunities.com
Funding Check Recipient:	
Name:	Legacy at Lake Jessamine HOA, Inc
Address:	6925 Lake Ellenor Dr #115 Orlando FL 32809
Contact Number 1:	407-992-8808 Office
Contact Number 2:	407-267-4273 Cell
Email Address:	Stephen@SRKResidentialCommunities.com

Grant / Project Description: (Attach pictures, sketches, etc. to the back of this form)
Hedge Replacement around exterior wall on Jessamine Lane and the front entry of the community.

Project Cost Estimate: \$9,228.40	
Actual Project Cost: (Attach copies of invoices to support this total)	

Office Use Only			
Date Received:		Engineer Inspection Date:	
Received By:		Engineer Approval:	
Grant ID #:			

HAVE YOU APPLIED FOR AND RECEIVED THIS GRANT IN THE PAST 3 YEARS – PLEASE EXPLAIN
<i>Yes - see attached email</i>
COMMENTS:

Bea Meeks

From: Stephen R. Klosterman <Stephen@SRKResidentialCommunities.com>
Sent: Tuesday, June 16, 2020 9:45 AM
To: Bea Meeks
Cc: 'Michael Hendrix'
Subject: RE: Grant Application
Attachments: Stephen R Klosterman2.vcf

Sensitivity: Confidential

The association did receive a grant in early 2019 and the project was complete in July of 2019.

My software does not allow for me to do estimates so the only thing I could do was to create an invoice for what our fee would be for overseeing the project.

Sincerely,

Stephen R. Klosterman, LCAM

President & CEO, SRK Residential Communities



SRK Residential Communities 6925 Lake Ellenor Drive
Suite 115 Orlando FL 32809
Phone 407-992-8808 Fax 1-877-284-0621

Assessment Payments Can Be Made On Our Website:

www.SRKResidentialCommunities.com With Limitations Placed By The Association Bank.
These Limitations Are: US Issued MasterCard & Discover

Or You May Request A Payment Voucher And Pay By **PayPal** Using Any Visa, MasterCard,
Discover, American Express or Bank Debit Card.



612 Eden Park Rd.
 Altamonte Springs, Fl. 32714
 EDEN@EDENLANDSCAPING.COM
 407-297-9695
 4072979695

Eden Landscape Ent. Inc

**Estimate/
 Proposal**

For: Legacy HOA

Estimate No: 3036

Date: 05/20/2020

Site Address

Tracking No

Ship Via

FOB

Sales Associates

Jessica Nelson 407-274-5033

Code	Description	Quantity	Rate	Amount
'asmine	1gal.	20	\$6.00	\$120.00
Oak Leaf Holly	5'-6'OA HT	1	\$290.00	\$290.00
Removal of Hollies and Viburnum with diseases	18 hollies and 200 viburnum	1	\$800.00	\$800.00
Hibiscus	7gal.	12	\$32.00	\$384.00
Annuals	1gal. - to replace hollies at signs	120	\$6.00	\$720.00
Viburnum	7gal.	200	\$28.00	\$5,600.00
Irrigation Repairs	This is a budget only as we do NOT know what repairs will be needed until after prep is done - +/- \$500	1	\$500.00	\$500.00

Subtotal \$8,414.00
 Shipping \$0.00
 Total \$8,414.00

Total \$8,414.00

SRK Residential Communities

6925 Lake Ellenor Dr
 Suite 115
 Orlando, FL 32809

Phone # 407-992-8806
 Fax # 1-877-284-0621

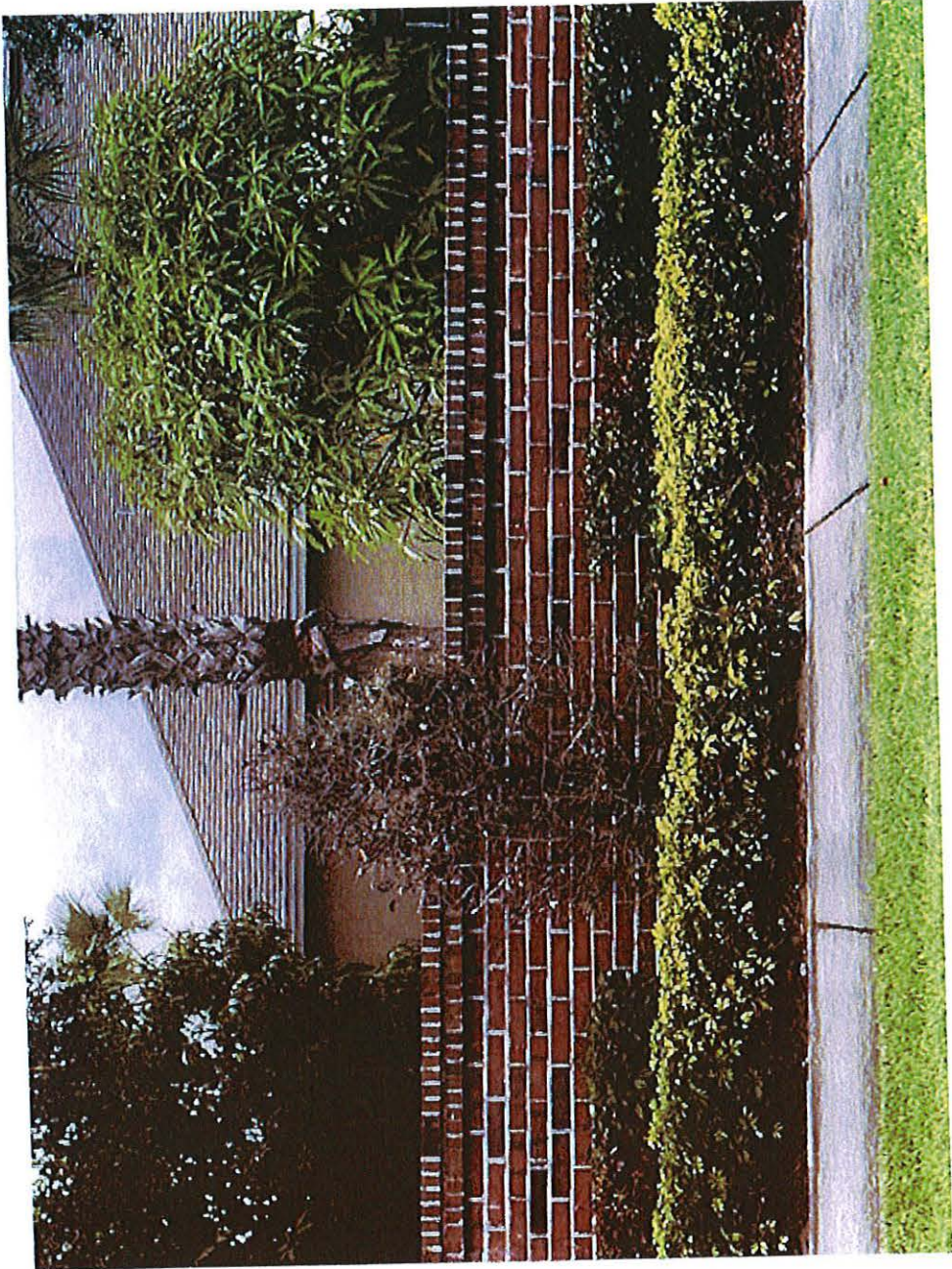
Stephen@SRKResidentialCommunities.com
 www.SRKResidentialCommunities.com

Invoice

Date	Invoice #
6/3/2020	SRK 4904
Due Date	6/3/2020

Bill To
Legacy at Lake Jessamine 6925 Lake Ellenor Dr, Suite 115 Orlando, FL 32809

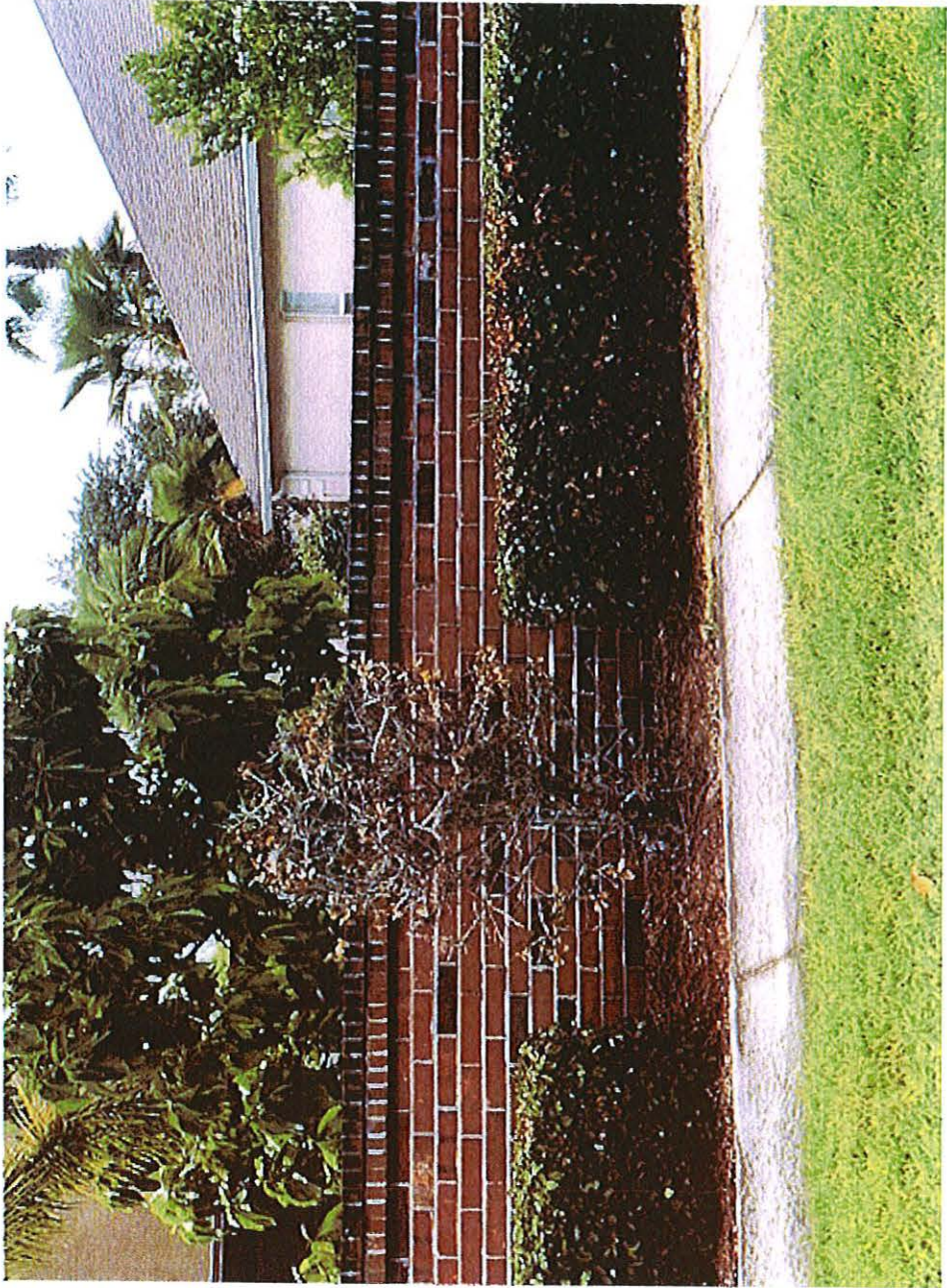
Item	Description	Qty	Rate	Amount
Project Supervision	Capital Project Supervision of Hedge Replacement and Upgrades to front entry.	1	814.40	814.40
Total				814.40





















From the desk of the City Clerk....

Bea L. Meeks, MMC, CPM, CBTO

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

CC: City Attorney Smith

DATE: July 13, 2020

RE: First Extension too Interlocal Agreement with Orange County
Building and Safety Division

As shared with you in the June meeting, the City's Agreement with Orange County to issue building permits and perform inspections on behalf of the City expires in August. Attached to this memo is the proposed extension to the current Agreement with some minor changes (see underlined language in the Agreement). Like the current Agreement, the extension runs for fifteen years.

RECOMMENDATION: The City has enjoyed a great partnership with Orange County and there are no fees to the City associated with the services they provide through this Agreement. For this reason, staff recommends approval of the Agreement as presented.

Form of the Motion: I move to approve the first extension to the Interlocal Agreement with Orange County Building and Safety Division, as presented, and to authorize the Mayor to execute the Agreement.

FIRST EXTENSION TO INTERLOCAL AGREEMENT BETWEEN ORANGE COUNTY, FLORIDA AND THE CITY OF EDGEWOOD REGARDING BUILDING AND CONSTRUCTION ACTIVITY IN THE CITY OF EDGEWOOD

This First Extension to Interlocal Agreement between Orange County, Florida and the City of Edgewood regarding Building and Construction Activity in the City of Edgewood (the "First Extension"), effective as of the latter date of execution ("Effective Date"), is made and entered into by and between Orange County, a charter county and political subdivision of the state of Florida ("County"), whose mailing address is c/o Orange County Administrator, Post Office Box 1393, Orlando, Florida 32802-1393, and the City of Edgewood, a municipal corporation organized and existing under the laws of the State of Florida, whose mailing address is Office of the Mayor, 405 Bagshaw Way, Edgewood, FL 32809 ("City").

WHEREAS, City and County entered into that certain Interlocal Agreement between Orange County, Florida and the City of Edgewood regarding Building and Construction Activity in the City of Edgewood (the "Existing Agreement") approved by the Orange County Board of County Commissioners ("BCC") on September 20, 2005; and

WHEREAS, County and City desire to extend the term of, and update and amend certain terms and provisions of, the Existing Agreement as set forth below; and

WHEREAS, in all other respects, the original terms of the Existing Agreement shall remain unchanged and in full force and effect.

NOW, THEREFORE, for and in consideration of the above premises, the mutual covenants and agreements set forth herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, City and County (the "Parties") agree as follows:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Term. The Existing Agreement is hereby extended for a period of fifteen (15) years after the Effective Date.

Section 3. Amendment of terms. The Existing Agreement is hereby amended to change the term “Orange County Building Division” to “Orange County Division of Building Safety.”

Section 4. Amendments to Section 10, “Indemnification and Hold Harmless.”

Section 10 of the Existing Agreement is hereby amended as follows, with added language shown as underlined and deletions shown as ~~struck through~~ :

~~To the fullest extent permitted by law,~~ Subject to the limitation of Section 768.28, Florida Statutes, and without waiving any of its protections or provisions, each party shall indemnify and save harmless the other party, its officers, agents and employees, from and against all claims, damages, losses, and expenses, ~~including reasonable attorneys’ fees and costs on appeal,~~ arising out of or resulting from the performance of its ~~the~~ operations under this Interlocal Agreement. Neither party, its officers, agents, or employees, shall be deemed to assume any liability for the negligence of the other party.

Section 5. Notice. Any notice delivered with respect to this First Extension or the Agreement shall be in writing and shall be deemed to be delivered (whether or not actually received) (i) when hand delivered to the person(s) hereinafter designated, or (ii) upon deposit of such notice in the United States mail, postage prepaid, certified mail, return-receipt requested, addressed to the person at the address set forth opposite the party’s name below, or to such other address or to such other person as the party shall have specified by written notice to the other party delivered in accordance herewith.

As to City: John Dowless, Mayor
405 Bagshaw Way
Edgewood, FL 32809

With a copy to: Bea L. Meeks, City Clerk
405 Bagshaw Way
Edgewood, FL 32809

As to County: Orange County Administrator
P.O. Box 1393
201 S. Rosalind Ave
Orlando, FL 32802-1393

With a copy to: Orange County Division of Building Safety
Attention: Manager
P.O. Box 1393
Orlando, Florida 32802-1393

Section 6. Extensions. No Extension, modification, or other change to this First Extension or the Existing Agreement shall be binding upon the parties unless in writing and executed by all the parties hereto.

Section 7. Counterparts. This First Extension may be executed in up to two (2) counterparts, each of which shall be deemed an original and all of which shall constitute one and the same instrument.

[SIGNATURES APPEAR ON FOLLOWING PAGES]

IN WITNESS WHEREOF, the Parties have caused this First Extension to be duly executed by their respective duly authorized representatives on the dates set forth below.

ORANGE COUNTY, FLORIDA
By: Board of County Commissioners

By: _____

Jerry L. Demings,
Orange County Mayor

Date: _____

ATTEST: Phil Diamond, CPA, County Comptroller
As Clerk of the Board of County Commissioners

By: _____
Deputy Clerk

Printed name: _____

CITY OF EDGEWOOD, FLORIDA

By: _____
John Dowless
City Mayor

Date: _____

ATTEST:

By: _____
Bea L. Meeks, City Clerk



Memo

To: Bea Meeks, City Clerk
CC: City Council
From: Sandy Riffle, Deputy City Clerk
Date: July 14, 2020
Re: 4400 S Orange Avenue, Discovery Church

During the July 13, 2020 Planning and Zoning Board meeting, the Board considered a request from Discovery Church, located at 4400 S. Orange Avenue. The applicant requests an amendment of the site plan, to eliminate a nonconforming parking location, and have all parking on-site.

The following information is included for your review:

- Commercial Site Plan Checklist and Application, date stamped 6/18/2020
 - Orange County Application for Building/Land Use Permit date stamped 6/18/2020
 - Staff report from Allen Lane, P.E. CPH, dated July 6, 2020
 - Staff report from City Planner Ellen Hardgrove, AICP, dated July 6, 2020
- Full size plans, date stamped 7/6/2020, are included in an envelope for your review

The City Planner and Engineer are prepared to respond to any questions you may have regarding the waiver requests. A representative for Discovery Church will also be in attendance.

Board Member Santurri made a motion to recommend approval, as recommended by staff, the present site plan consistent with the code of ordinances and comprehensive plan. Second by Board Member Trivedi. The motion was approved (4/0).

RECEIVED

JUN 18 2020

CITY OF EDGEWOOD



COMMERCIAL SITE PLAN CHECKLIST AND APPLICATION

City of Edgewood, Florida

Per Section 134-134 – Commercial/Industrial

MAKE PAYMENTS PAYABLE TO: City of Edgewood

REQUIRED FEE: \$500.00

INSTRUCTIONS: Type or print with BLACK INK. Fill out carefully. Each question must be answered and the necessary documentation provided with this application. Attach additional pages as necessary.

NAME OF DEVELOPMENT Discovery Church Inc
LOCATION 4400 S. Orange Avenue, Orlando, FL 32806
OWNER/DEVELOPER: Name Discovery Church Inc Phone #: 407-855-3140
ENGINEER/ARCHITECT: Name KTG Phone #: 407-898-7858
SURVEYOR: Name Accuright Phone #: 407-894-8314
VICINITY PLAN: YES NO LEGEND: YES NO
SITE PLAN: 1' = 30' ZONING Edgewood Central District NORTH ARROW YES
SETBACKS: FRONT 25' SIDE 0' REAR 20'
LEGAL DESCRIPTION: LOT 12 PB 23 Pg 29
S 0000 T 00 R 024
BOUNDARY & TOPO (FLA P.L.S.):
GROSS AREA: SQ.FT. CONTOURS YES EASEMENTS YES BENCH DATUM YES
EXISTING: BUILDING 42,902 sq POWER YES SEWER YES WATER YES
STORM DRAINAGE YES PAVEMENT YES GAS OTHER
PROPOSED: BUILDINGS GROSS AREA SQ.FT. IMPERVIOUS
PAVEMENT AREA SQ.FT SIDEWALKS
SETBACKS: FRONT SIDE REAR
PAVEMENT TYPICAL SECTION:
DRAINAGE: OPEN CLOSED RETENTION/DETENTION FENCED
BASIN: WET DRY SIDE SLOPES VOL CF
WATER: OUC FIRE HYDRANT(S) YES MAIN SIZE
SEWER: YES SEPTIC TANK POWER YES
LIGHTNING: YES TELEPHONE YES GAS REFUSE
LANDSCAPING YES SIGNS YES STRIPING YES
PARKING: REQ'S SPACES 173 PROVIDED 176 REG 1/3 H'CAP TOTAL

PERMITS REQUIRED
SEWER:
DRAINAGE: SJRWMD
FDOT:
SEPTIC TANK:
FIRE PROTECTION:
FDER:

SERVICE AGREEMENTS OR PERMITS:
ORLANDO UTILITIES COMMISSION
FLORIDA POWER CORPORATION
SEABOARD SYSTEM RAILROAD:
OTHER:

Reviewed by Date

Site review fees as adopted by City Council December 3, 1985 is two (2%) percent of the cost of site but not less than \$200.00. Site work includes planning, drainage, utilities, parking, landscaping and related work.

Revised – 5/28/2020

405 Bagshaw Way Edgewood, FL 32802 • Tel: 407-851-2920 • www.edgewood-fl.gov/fl.gov

COMMERCIAL SITE PLAN CHECKLIST AND APPLICATION – Page Two

<p>Owner Signature <u>[Signature]</u></p> <p>The foregoing instrument was acknowledged before me this <u>6/16/2019</u> by <u>Don Cousins</u> who is <u>personally known to me</u> and who produced _____ as identification and who did not take an oath.</p>	<p>Contractor Signature _____</p> <p>The foregoing instrument was acknowledged before me this ___/___/___ by _____ who is personally known to me and who produced _____ as identification and who did not take an oath.</p>
<p>Notary as to Owner <u>Karen Perdue</u></p> <p>Commission No. <u>GG-069130</u> State _____</p> <p>of FL. County of <u>Orange</u> My _____</p> <p>Commission expires: <u>4-16-2021</u> (SEAL)</p> <p><u>[Signature]</u></p>	<p>Notary as to Contractor _____</p> <p>Commission No. _____ State _____</p> <p>of FL. County of _____ My _____</p> <p>Commission expires: _____ (SEAL)</p>



RECEIVED

JUN 18 2020

CITY OF EDGEWOOD



Orange County Division of Building Safety
201 South Rosalind Avenue
Reply To: Post Office Box 2687 • Orlando, Florida 32802-2687
Phone: 407-836-5550
www.ocfl.net/building

Date
Building Permit Number

APPLICATION FOR BUILDING/LAND USE PERMIT*

* All Applications Must Comply with Concurrency Requirements

WARNING TO OWNER: "YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT."

PLEASE PRINT:

The undersigned hereby applies for a permit to make building improvements as indicated below on property.

Project Address: 4400 S. Orange Avenue
(Must match address on plans)

Suite/Unit #: Bldg #: City: Orlando Zip Code: 32806

Subdivision Name: 12-23-29-0000-00-024

Parcel ID Number: Section 12 Township 23 Range 29 Subdivision 0 Block 0 Lot 24
(15 Digit Parcel ID Number & Legal Description must be on plans)

Owner Name: Discovery Church Inc Phone No.: (407) 855 - 3140

Owner Address: 4400 S. Orange Avenue City: Orlando State: FL Zip Code: 32806

Tenant Name: Phone No.: () -

Nature of Business:

Architect Name: License No.: Phone No.: () -

Civil Engineer Name: License No.: Phone No.: () -

Nature of Proposed Improvements: Re-stripping of existing parking lot
to meet required spaces for building occupancy

Removal of out building

Demolition Permit #: Site Work Permit #:

PROPERTY ON [X]SEWER or []SEPTIC

Permit valuation greater than \$2500 requires a notarized Page 2, and Notice of Commencement prior to the first inspection.

Is Notice of Commencement Recorded? []Yes [X]No

If there were comments on this project, how would you like to receive them?

[]Pick them up [X]E-Mail (Customer shall access Web Page)

Is proposed work in response to a Notice of Code Violation written by an Orange County Inspector? []Yes [X]No

Is proposed work in response to an unsafe abatement notice? []Yes [X]No

Has project had a pre-review? []Yes [X]No If Yes, Commercial Plans Examiner(s):

Is building fire sprinklered? [X]Yes []No

Detached Garage? []Yes [X]No Valuation for Detached Garage Only: \$

Required work: []Plumbing []Electrical []Mechanical []Gas []Roofing []None

Alterations Only:

Is this a new tenant? []Yes [X]No If yes, state previous use:

Intended use of space:

List use of adjoining tenant space(s): Side: Above:

Rear: Side: Below:

Total Job Valuation: \$

I hereby make Application for Permit as outlined above, and if same is granted I agree to conform to all Division of Building Safety Regulations and County Ordinances regulating same and in accordance with plans submitted. The issuance of this permit does not grant permission to violate any applicable Orange County and/or State of Florida codes and/or ordinances. I hereby certify that the above is true and correct to the best of my knowledge.

PLEASE PRINT: (Check one) Owner: [] Contractor: []

Name of License Holder/Agent: Discovery Church Inc.

Contractor License Number (if applicable):

Contact Phone Number: (407) 855 - 3140 E-Mail Address: julibehrends@discoverychurch.org

Authorized Signature:

Para más información en español, por favor llame al Departamento de Building Safety al número 407-836-5550.

Permit Application Information - Page Two

Permit Number _____

Owner's Name Discovery Church Inc

Owner's Address 4400 S. Orange Avenue

Fee Simple Titleholder's Name (If other than owner's) _____

Fee Simple Titleholder's Address (If other than owner's) _____

City _____ **State** _____ **Zip Code** _____

Contractor's Name _____

Contractor's Address _____

City _____ **State** _____ **Zip Code** _____

Job Name _____

Job Address 4400 S. Orange Avenue SUITE/UNIT _____

City Orlando State _____ Zip Code _____ 32806

Bonding Company Name _____

Bonding Company Address _____

City _____ State _____ Zip Code _____

Architect/Engineer's Name _____

Architect/Engineer's Address _____

Mortgage Lender's Name _____

Mortgage Lender's Address _____

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand that a separate permit must be secured for ELECTRICAL, PLUMBING, GAS, MECHANICAL, ROOFING, SIGNS, POOLS, ETC.

OWNER'S AFFIDAVIT: I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning. _____

WARNING TO OWNER: Your failure to record a Notice of Commencement may result in your paying twice for improvements to your property. A Notice of Commencement must be recorded and posted on the job site before the first inspection. If you intend to obtain financing, consult with your lender or an attorney before recording your Notice of Commencement.

Owner Signature [Signature] **Contractor Signature** _____

The foregoing instrument was acknowledged before me this 10/16/2020 The foregoing instrument was acknowledged before me this 1/1/
 by Don Cousins who is personally known to me by _____ who is personally known to me
 and who produced _____ as identification and who and who produced _____ as identification and who
 did not take an oath. did not take an oath.

Notary as to Owner Karen Perdue

Commission No. GG-069130

State of FL. County of Orange

My Commission expires: 4-16-2021

(SEAL)

Notary as to Contractor _____

Commission No. _____

State of FL. County of _____

My Commission expires: _____

(SEAL)



Para más información en español, por favor llame al Departamento de Building Safety al número 407-836-5550.



1117 East Robinson St.
Orlando, FL 32801
Phone: 407.425.0452
Fax: 407.648.1036

July 6, 2020

Ms. Sandy Riffle
Deputy City Clerk
City of Edgewood
405 Larue Avenue
Edgewood, FL 32809-3406

**RE: 4400 S Orange Avenue
Discovery Church – site plan amendment
CPH project number E7601**

Dear Ms. Riffle;

We are in receipt of the final site plans depicting a modification to the existing site and pavement to include additional parking on the property. The plans also included a plan sheet depicting the necessary turning movement of the Orange County Fire Rescue trucks and the required landscape and irrigation plans. We are also in receipt of e-mails between your office and the design engineer referencing various items to be included to the plans.

CPH has reviewed the civil, landscape and irrigation plans and the previous e-mails between all parties to verify all our comments have been addressed. We do not have any objections to the City approving this project. Please be reminded, approval of this 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. Applicant needs to verify if this project does not require an additional roof permit from the County.

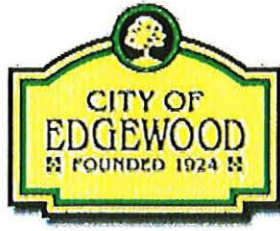
Sincerely,
CPH, Inc.

A handwritten signature in cursive script that reads "Allen C. Lane, Jr." in black ink.

Allen C. Lane, Jr., P.E.
Project Engineer

CC: David Mahler, P.E., Jim Winter, PLA, file

J:\E7601\Civil\Documents\City Plans-Application Review\4400 S Orange Ave - Discovery Church parking\letters\Discovery Church - site plan approval 7-6-20.docx



Date: July 6, 2020
To: Planning and Zoning (P&Z) Board
From: Ellen Hardgrove, City Planning Consultant
XC: Sandy Riffle, Deputy City Clerk
Bea Meeks, City Clerk
Drew Smith, City Attorney
Allen Lane, CPH Engineering, City Engineering Consultant
Re: Discovery Church Site Plan Amendment Proposal

I. Request

The applicant is requesting an amendment to a site plan for the Discovery Church approved by City Council November 12, 2002, which was a site plan for church expansion. The current proposed amendment relates to changes to the site to allow for an increase of parking spaces on the property.

II. History of Use Onsite

In 1993, the Discovery Church purchased the property and converted a former retail use building into a church. This occurred prior to the property's 1995 annexation into the City of Edgewood.

In 2002, the church proposed a building expansion to increase the church seating capacity to 650. The site plan for the proposed expansion included only 129 spaces onsite, with the remainder of required parking provided offsite to meet the minimum quantity required by the City: 173.

The offsite spaces were provided at the Water's Edge Shopping Center located on the opposite side of Orange Avenue by an agreement ensuring joint use of parking was based on differing parking demands and times. The agreement accepted by the City on January 21, 2003 allowed the use of the shopping center parking during the following days and hours.

- Sundays from 9:00 am to 1:00 pm
- Saturdays after 6:00 pm
- Generally recognized national holidays

An amended and restated agreement signed by the property owners in 2007 allowed the church to use the shopping center parking on the following days/times.

- Sunday morning from 8:00 am to 2:00 pm
- Sunday evenings from 5:00 pm to 11:00 pm
- Saturday evenings from 5:00 pm to 8:30 pm.

The offsite parking is currently viewed as a legal nonconforming use due to Code changes that occurred since the 2002 site plan approval. Code Section 134-38(a) defines legal nonconformities as those characteristics and uses that were lawful before the current Code was passed or amended, but which are now prohibited, regulated or restricted. In July 2018, City Council approved Ordinance 2018-08 that resulted in a prohibition of meeting the City's minimum parking space count in locations on the opposite side of an arterial road from the primary use; the change was made due to public safety concerns. Per Code Section 134-38(b), nonconformities are allowed to continue until they are removed, but their survival is not encouraged. Per 134-38(d), a nonconforming use may not be extended or enlarged beyond the scope and area of its operation after the regulation that made the building, structure or use nonconforming is adopted.

In addition to the legal nonconformity, there are currently several noncompliance matters related to the church use. These issues were discovered during the church's discussion with staff as the church prepared to sell the property.

- The first issue is noncompliance with the approved site plan. As reported by a Discovery Church representative, 750 seats are in the sanctuary; the approved site plan only allows 650.
- The second issue is noncompliance with the City's stipulations for using the off-site parking. The church's current use of the shopping center parking lot during the week was not part of the agreement. The church has been holding services on weekdays contrary to the agreement.

The City has not yet issued Notices of Violation since the church owners and prospective owners have been working with City staff to resolve these issues.

III. Proposed Site Plan Amendment

The proposed site plan amendment, if approved, would eliminate the noncompliance issues and nonconforming parking location if the seating in the sanctuary was reduced to ≤ 650 . With the site modifications that are shown on the site plan dated July 6, 2020, all of the required parking for a church with 650 seats would be onsite and the parking agreement that limited the days and times of church service would no longer be needed to meet the City's parking requirements.

It should be noted that the formula used in 2002 to identify the minimum number of parking spaces for the use is inconsistent with Code requirements, and is viewed as a legal nonconforming situation. The parking calculation referenced on the 2002 site plan accounted for only 80% of the seats and no employment. Code Section 134-605(a)(1) requires "one space for each three fixed seats provided for patron use, plus one space per employee." The Code formula would require 257 spaces for the current seat maximum of 650 plus 40 employees. Regardless, the required number of parking spaces for the 650 seat sanctuary is 173, and 176 are included on the July 6, 2020 site plan.

To increase the onsite parking to 176, existing parking spaces are proposed to be re-striped, portions of the parking lot reconfigured, and perpendicular and parallel parking spaces added west of the building by removing the portable buildings and relocating the a/c unit. All 176 parking spaces on the July 6, 2020 site plan meet the minimum design requirements of City Code Division 5 - Off-Street Parking and Loading.

The proposed site plan is in compliance with Code Chapter 114 for landscaping requirements for the new vehicular use areas as well as in compliance with Chapter 130 for existing tree preservation and replacement where removal is proposed. Planning staff review was coordinated with the engineering and landscaping review by CPH, Inc., who have also submitted a report with a recommendation for approval.

As a note, the property is zoned Edgewood Central District (ECD); however, the parking and landscaping requirements of the ECD do not apply to the current use of the property. Per Sec. 134-463(a) of the ECD ordinance, a property on which a legally conforming use or structure existed immediately prior to the rezoning of such property to ECD (hereafter, "Property") shall continue to be governed by the standards applicable to the zoning district that applied to the Property immediately before the rezoning, which was C-3.

V. Staff Recommendation

Staff recommends approval of the site plan dated July 6, 2020.

Note: If additional seats (more than 650) are desired in the future, another site plan amendment would need to be requested and approved by City Council. If pursued, the applicant would need to demonstrate that the minimum required parking per the current Code parking formula is available for the total number of seats; i.e., the current Code parking formula for quantity would be applied to the total number of seats in the sanctuary; thus eliminating the use of the nonconforming parking formula.

**Edgewood Police Department
July City Council Report
2020**

	May	June
Residential Burglaries	0	0
Commercial Burglaries	0	0
Auto Burglaries	0	0
Theft	6	2
Assault/Battery	1	2
Sexual Battery	0	0
Homicides	0	0
Robbery	0	0
Traffic Accident	8	7
Traffic Citations	98	125
Red Light Citations	345	593
Traffic Warnings	171	196
Felony Arrests	4	5
Misdemeanor Arrests	2	2
Warrant Arrests	1	0
Traffic Arrests	1	2
DUI Arrests	0	1

Department Highlights:

- In the last month the Department has issued 4 warrants for arrest.
- The Edgewood Police Department applied for a grant from the Justice Department (COVID-19 Grant). The department was allocated for \$38000. We were approved for the grant which is designated to purchase a new vehicle.
- On June 19th the Edgewood Police Department had the pleasure of helping the Foster Adoptive Caregiver Team hand out food to the members of their care group.
- On July 5th, at approximately 1:30 am the Edgewood Police Department responded to a residence in reference to a possible shooting. Upon arrival it was found that two individuals were fighting inside a residence and the suspect fired the gun into the floor to break up the fight. Several suspects were arrested.
- With the COVID-19 increase the department has again closed fingerprinting. We obtained additional PPE and has been issued to the officers. Numerous Officers have had exposures with individuals with COVID-19. All Officers have been tested with negative results. There has been an increase of COVID-19 cases across Central Florida for first-responders.

Reporting Dates: June 8th to July 7th 2020



From the desk of the City Clerk....

Bea L. Meeks, MMC, CPM, CBTO

**TO: MAYOR DOWLESS, COUNCIL PRESIDENT HORN, COUNCIL MEMBERS
CHOTAS, PIERCE, RADER AND LOMAS**

**CC: CITY ATTORNEY DREW SMITH, CHIEF JOHN FREEBURG, PD CHIEF OF
STAFF SHANNON PATTERSON AND DEPUTY CITY CLERK SANDY
RIFFLE**

DATE: JULY 15, 2020

RE: CITY CLERK REPORT

In the June Council meeting, a request was made to find out about the activity along Holden Avenue that involved several utility trucks. I did follow-up with Council letting you know that the work was utility relocation work being done in conjunction with a planned road project. Additionally, fiber optic work was being done by a cable company for 5G installation. The road project includes widening; however, the 2-lane to a 4-lane widening is urban road from Texas Avenue to the Orange Blossom Trail.

The Solid Waste Review Committee (Council President Horn, City Clerk Meeks and residents Shay Harold and Heath Spore) will review four proposals on July 28, 2020 at 6 p.m. The Committee's recommendation will be presented in the August 18, 2020 Council meeting.

The first budget workshop will be held on Wednesday, July 29, 2020 at 9 a.m. Agenda packets will be provided prior to the workshop. Currently, preparation of the budget is my main focus and is probably one of the more difficult budgets I have worked on due to COVID and the inability to get needed information. At the time of preparing this memo, the Florida Department of Revenue has not released estimated revenues. They indicate they expect to release the estimates the week of July 20 - 24. I anticipate the July workshop being long, as consideration needs to be given to the priority of roads and streets, including sidewalks. Additionally, consideration will need to be given to tree maintenance, replacement of road signs, including "Welcome to Edgewood" signs (new logo). Other matters to consider is the City's property, general liability, auto and worker's compensation insurances. The City has been provided with a proposal for these insurances for comparison to the current policy. These items are not an inclusive list. There are quite a few moving parts with the budget this year; for this reason, my goal is to provide you with as much detailed information as I can to help you as you finalize the 2020/2021 fiscal year budget.

Please let me know if you have any questions or requests.