

LONGWOOD CITY COMMISSION
Longwood City Commission Chambers
175 West Warren Avenue
Longwood, Florida

MINUTES
JUNE 3, 2019
6:00 P.M.

Present: **Mayor Matt Morgan**
 Commissioner Abby Shoemaker
 Commissioner Richard Drummond
 Commissioner Ben Paris
 Dan Langley, City Attorney
 J.D. Cox, City Manager
 Michelle Longo, City Clerk
 David P. Dowda, Police Chief
 Chris Kintner, Community Development Director
 Lee Ricci, Human Resources Director
 Lisa Snead, Financial Services Director
 Liane Cartagena, Senior Administrative Assistant

Absent: **Deputy Mayor Brian D. Sackett (Excused)**

- 1. CALL TO ORDER.** Mayor Morgan called the meeting to order at 6:01 p.m.
- 2. MOMENT OF SILENT MEDITATION**
- 3. THE PLEDGE OF ALLEGIANCE**
- 4. COMMUNITY ANNOUNCEMENTS.** Ms. Longo read the following announcements.
 - A. The “Downtown Longwood Cruise-In” Car Show will be held on Saturday, June 8, 2019, from 11:00 a.m. until 2:00 p.m. in the Historic District of Longwood located off of Church Avenue.**
 - B. The Annual Father and Daughter Dance will be held on Wednesday, June 12, 2019, from 7:00 p.m until 9:00 p.m at the Longwood Community Building, 200 West Warren Avenue. The cost is \$7.00 and \$3.00 for each additional person.**

- C. **The “Downtown Longwood Food Trucks” and “Art Market in the Park” will be held on Thursday, June 13, 2019, from 5:30 p.m. until 8:30 p.m. at Reiter Park, 311 West Warren Avenue.**

5. PROCLAMATIONS / RECOGNITIONS

- A. **Recognizing Mayor Matt Morgan for his dedicated service to the City as Deputy Mayor, November 2018 to May 2019.**

Commissioner Paris recognized Mayor Morgan for his dedicated service to the City as Deputy Mayor. He then presented him with a plaque and photographs were then taken.

6. BOARD APPOINTMENTS

- A. **City Commission nomination of a resident to the Board of Trustees for the City of Longwood Police Officers’ and Firefighters’ Pension Trust Fund.**

Mayor Morgan nominated Mr. Bruce Kubec for appointment to the City of Longwood Police Officers’ and Firefighters’ Pension Trust Fund. Nomination carried by a unanimous voice vote.

7. PUBLIC INPUT

- A. **Presentation: McDirmit, Davis & Company, LLC will be giving a presentation on the Annual Audit for the Fiscal Year which ended September 30, 2018.**

Tammy Campbell, Audit Partner with McDirmit, Davis & Company, LLC gave a presentation on the highlights of the audit.

- B. **Presentation: Mr. Jim Vickaryous will be giving an Opioid presentation.**

Pulled unable to attend

- C. **Public Participation.** None.

8. MAYOR AND COMMISSIONERS’ REPORT

District #4. Mayor Morgan said on Tuesday, May 21st, I had my first Mayors and Managers Meeting in Oviedo. He thanked Commissioner Paris for Chairing that meeting because he is now Chairing. He noted this is a good group because it is not just mayors and city managers, they have members from the School Board attending also. On May 22nd, he met with MetroPlan at City Hall for their orientation and he will be attending those meetings going forward. After that meeting, I went to Rock Lake Middle School’s Field Day and gave a motivation speech to the

S.W.A.T. Kids Team. That team is more like a military-style after school group that works with boys and girls at Rock Lake providing discipline and moral values in a different way than Boy Scouts, Cub Scouts or Girl Scouts. He said it is a really cool group. The coach that works with them does an amazing job. On Friday, May 24th, we had a great ribbon cutting and grand opening for MUV Medical Cannabis Dispensary. He stated this is a beautiful facility, very clean and immaculate, and forward thinking with the technology they are using. On that same day, I had a business alliance meeting in Winter Springs that was an introduction of me as the Mayor for Longwood, and I provided an update of things we are doing in Longwood. In just about one and a half years' time, our City is moving at a very good pace with the changes we are making and being able to see the fruits of that labor pay off has been so exciting. On May 30th, I was asked by Judge Jessica Recksiedler to speak to her adult drug court graduation class. These are people that were court-ordered to go through this class. He and Mr. Cox went to South Seminole Hospital the following day and met with the President who provided them with an update on the changes they are making. The following Saturday, we had our Concert in the Park with the band, Hayfire, who have quite a large following. He suggested in the future getting the name of the band out there prominently instead of just saying Concert in the Park. On June 2nd, we had Hero Day at Reiter Park. This was put on by the City of Longwood, as well as Ms. Sarah Hall from Longwood Elementary School, who is an amazing teacher. He noted how he and Ms. Hall worked together on her idea to get kids engaged in reading over the summer. We had police officers, firefighters, and the Mayor attend to read a short story to them. This was a fun and different way to really push for our kids' literacy. He thanked Scholastic Books for donating books which were handed out to each child. This upcoming Friday, June 14th at Wekiva Springs, he will be speaking at Heroes Flag Retirement Ceremony at Wekiva Island from 6:30 p.m. until 9:30 p.m.

District #5. No report.

District #1. Commissioner Shoemaker said she was at the ribbon cutting for MUV Medical Cannabis Dispensary, and it was an awesome event. Medical marijuana is very beneficial to those who need it. She greeted everyone in line and found that people came from as far away as Palm Coast. She was unable to attend the concert, but she could hear them and the crowd from her backyard. She lives almost to Rangeline Road and stated if you do not like country music, you might not have been happy with the city that night.

District #2. No report.

District #3. Commissioner Paris asked if we had a date for the Splash Pad opening.

Mr. Cox said it will be this coming Friday.

Commissioner Paris asked for an update on Ronald Reagan Boulevard (County Road 427). He mentioned the train arms are coming down and staying down and asked Mayor Morgan to get an update at the next MetroPlan meeting. He said at a previous meeting they indicated they were going to put all the train arms in sequence.

9. ANY ADDITIONS OR DELETIONS TO THE AGENDA. None.

10. CONSENT AGENDA

A. Approve Minutes of the March 18, 2019, Regular Meeting.

B. Approve the Monthly Expenditures for May 2019.

Commissioner Paris moved to approve Items 10A and 10B as presented. Seconded by Commissioner Shoemaker and carried by a unanimous roll call vote with Deputy Mayor Sackett absent.

11. PUBLIC HEARINGS. None.

12. REGULAR BUSINESS

A. Schedule Wednesday, September 4, 2019, and Monday, September 16, 2019, as regular City Commission Meeting dates and public hearing dates for the adoption of the Fiscal Year 2019/2020 Budget.

Commissioner Paris moved to approve Item 12A as presented. Seconded by Commissioner Drummond and Shoemaker and carried by a unanimous roll call vote with Deputy Mayor Sackett absent.

B. City Commission to designate one Member of the City Commission to be a voting delegate for the City of Longwood on August 15-17, 2019 at the Florida League of Cities 93rd Annual Conference in Orlando.

Commissioner Paris nominated Commissioner Drummond to be the voting delegate at the Florida League of Cities Conference in Orlando. Motion carried by a unanimous voice vote with Deputy Mayor Sackett absent.

C. City Commission to consider a Code Compliance and Settlement Agreement.

Mr. Kintner presented the Item and explained how this request is outside the policy by asking for a reduction of more than 15%. This is related to code violations for the swimming pool and fence at 488 East Evergreen Avenue. The fine ran for a total of 462 days or \$69,537.28. He noted the property was foreclosed and the new property owner was unaware of the code lien upon purchasing the property and is the one requesting the reduction. The new owner has cleaned up the property and is requesting the lien be reduced to \$1,000.

Commissioner Shoemaker stated there may be a possible conflict due to a code compliance matter on her own property and would be abstaining from voting.

Commissioner Paris moved to approve the Code Compliance and Settlement Agreement for 488 East Evergreen Avenue and reduce the Code Lien to \$1,000. Seconded by Commissioner Drummond and carried by a three to zero (3-0) roll call with Commissioner Shoemaker abstaining from voting and Deputy Mayor Sackett absent.

13. CITY MANAGER'S REPORT

A. Police Department Report.

Chief Dowda gave an update on the Police Department and noted they are currently staffed by 44 sworn police officers and have one vacancy. He said they have five administrative staff members that are non-sworn personnel who hold various positions within the Police Department. He went over the organizational chart for the department. There is Patrol Operations, Special Operations, Enforcement Support, and Administrative Operations. The Patrol Division is and always has been the backbone of the agency and consists of the uniformed officers you see out in marked patrol cars. He went over the patrol squads and the schedules of the night and day shifts and noted they rotate back and forth between a five-day and a two-day work week, working twelve hour shifts from 6:00 to 6:00 either on days or nights. The Special Operations Division consists of the Traffic Enforcement Unit, they focus on traffic enforcement and education and investigate traffic crashes. There is the Investigative Unit which focuses on all the investigations of criminal activity that is reported to them. They also take pro-active stances, they identify crimes themselves and

initiate investigations, and follow-up on criminal activity called in by other agencies. There are two members assigned as the department's armorers. There are two Special Investigators that are assigned outside to external bodies. One is the Federal Drug Enforcement Administration and the other City County Investigative Bureau (CCIB). There is an Evidence Section staffed by one Evidence Custodian responsible for the maintenance and storage of evidence collected by our enforcement personnel. There is an Enforcement Support Division and their main focus is the media relations/public information/social media aspect of the Police Department. They also provide supervision to our School Resource Officer (SRO) Program. We have three SROs assigned one exclusively to Longwood Elementary, and two at Lyman High School. They provide security, mentoring, and instruction to students, parents, and faculty. One of the largest collateral duties in this department is our accreditation process. We are an accredited agency with the Commission for Florida Law Enforcement and Accreditation. This is a continuous process of updating our policy, training, and building digital files to ensure documentation of our compliance with 239 standards that the accrediting body holds us responsible for. With the help of the Citizens on Patrol (C.O.P.) leadership, we oversee the COP Program. There are currently twenty active members in that program. We have an Administrative Support Division and their main focus is police record maintenance. They also provide grant writing support. He went over totals for calls for service, reports, arrests, citations, and record requests for 2017 and 2018. He also mentioned they focus on employee development and went over courses they have officers attend.

B. City Manager Report.

Mr. Cox said Chief Dowda and his staff do a fabulous job and are great to work and get along with. He said it is incredible all that we have going on here, and it meant so much to me and my family for all the support I received while we were away for my kid's graduations. It makes me want to work harder to foster this aura of positivity that we have going right now in all shapes and ways. It is not just in economic development, but in the way, we all get along and the events we have going on in our park. It is a wonderful time, and I want to do everything I can to help make that as long lasting as possible. He said our Budget Work Session will be held on June 20th from 3:00 p.m. until 5:00 p.m. He mentioned our auditor did a nice job tonight. We are continuing to work on our Utility accounts which have been our primary

focus over the last several weeks. We have a Rate Sufficiency Study under way and we are about at the end of that. This will help us move forward in the future. We received good news from the county. Our tax roll increased by 6.1 million dollars, so we are looking at evaluation increases to the city of 8% for this coming year. This Friday, June 7th, the Splash Pad will be open at Reiter Park. The Amphitheater at Reiter Park has the backdrop installed on the stage and looks really nice. Regarding the Ronald Reagan Boulevard (CR 427) update, I am still waiting for more details. We are looking at least another 30 days being tacked on at the end of the project. This was not a City of Longwood project. It is a Florida Department of Transportation (FDOT) project and they are contracting with the contractors. We received a couple of direct deposits from FEMA totaling about \$111,000. At the next meeting, we mentioned Jim Vickaryous will be here with an Opioid presentation. We anticipate our East Longwood loan and project is on the agenda for consideration. Also a possible bid award for the East Longwood project. We also anticipate a purchase order for the landscaping design along Ronald Reagan Boulevard. Human Resources will give an update on the staff. This is the fifth year in a row that the City of Longwood has maintained an Insurance Services Office (ISO) rating of two. He stated this is very good and most cities get a five. It ranges from one to ten with 1 being the best. There are many things that go into that like Fire Department response to fires, water supply, and response time to emergencies. Also, there are things like having updated and enforced building codes and maintaining an adequately trained staff. Local residents will enjoy better insurance rates with the lower rating.

14. CITY ATTORNEY'S REPORT. No report.

15. CITY CLERK'S REPORT

Ms. Longo introduced Liane, a new staff member in the Clerk's Department. She reminded the Commissioners of the Board Appreciation Dinner that will be held on Thursday, June 6th. She also advised she is working on scheduling the organizational meeting for the Charter Advisory Committee on Thursday, June 27th starting at 6:00 p.m. in the Commissioner Chambers.

16. ADJOURN. Mayor Morgan adjourned the meeting at 7:13 p.m.

Minutes approved by City Commission: 08-19-2019

/S/
Matt Morgan, Mayor

ATTEST:

/S/
Michelle Longo, CMC, FCRM
City Clerk

The Official signed minutes are on file in the City Clerk's Office.