

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

MINUTES
August 5, 2019
6:00 P.M.

Present: **Mayor Matt Morgan**
 Deputy Mayor Brian D. Sackett
 Commissioner Abby Shoemaker
 Commissioner Ben Paris
 Commissioner Richard Drummond
 Dan Langley, City Attorney
 J. D. Cox, City Manager
 Michelle Longo, City Clerk
 David P. Dowda, Police Chief
 Mike Peters, Fire Chief
 Chris Kintner, Community Development Director
 Chris Capizzi, Leisure Services Director
 Lee Ricci, Human Resources Director
 Lisa Snead, Financial Services Director
 Shad Smith, Public Works Director
 Magdala Ridore, Human Resources Generalist

- 1. CALL TO ORDER.** Mayor Morgan called the meeting to order at 6:00 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 Food Trucks” and “Art Market in the Park” will be held on Thursday, August 8, 2019, from 5:30 p.m. until 8:30 p.m. at Reiter Park, 311 West Warren Avenue.**
 - B. The “Downtown Longwood Cruise-In” Car Show will be held on Saturday, August 10, 2019 from 5:00 p.m. until 8:00 p.m. in the Historic District of Longwood located off of Church Avenue.**

5. PROCLAMATIONS / RECOGNITIONS

A. Nominations for the Annual Key to the City Award.

Commissioner Shoemaker nominated Marla Pickelsimer, Docent of the Longwood Historic Society.

Mayor Morgan nominated Jeff Sonksen, Paint the Trail Artist.

Deputy Mayor Sackett nominated Sarah Hall, Teacher at Longwood Elementary and Seminole County Public Schools 2020 Teacher of the Year.

All nominations carried by a unanimous voice vote.

6. BOARD APPOINTMENTS. None.

7. PUBLIC INPUT

Mr. Cox requested that Item 12D be moved and the Commission take action on it after the presentation by Mr. Erickson. There was no objection by the Commission.

A. Presentation: Mr. George Erickson with Siver Insurance Consultants to present a review of their findings and recommendations in response to the City's request for proposals for Property and Casualty Insurance.

Ms. Ricci introduced Mr. Erickson.

Mr. Erickson with Siver Insurance Consultants gave a presentation on the summary of their findings and recommendations regarding the City's request for proposals for Property and Casualty Insurance. He answered questions from the Commission.

12D. Approve the award Request for Proposal (RFP) #05162019 to Public Risk Management of Florida (PRM) as the Risk Management program provider for the city.

Mr. Cox presented the Item and answered questions from the Commission. A concern noted was the 45 days prior to the anniversary or expiration date you have to provide written notice.

Deputy Mayor Sackett made a motion to award Request for Proposal #05162019 to Public Risk Management of Florida as the

Risk Management program for the City and to look into removing the 45-day requirement for the next renewal. Seconded by Commissioner Shoemaker and carried by a three-to-two (3-2) roll call vote with Mayor Morgan and Commissioner Paris voting nay.

B. Public Participation.

John C. Maingot, 848 Maraval Court, Longwood. He said he wanted to speak on behalf of the proposal made by Mayor Morgan. The first time this came around, Judy Putz, a person I admire tremendously, was not in favor of it. He noted he gives his full endorsement to what the Mayor is seeking, a sponsor and not a name change. There is a big difference. He said if Orlando Health is involved, it is Orlando Health Reiter Park. There is no name change to the park. Mayor Morgan's proposal is very creative and would generate much-needed funds for the park. I did a quick walkthrough today before coming here, and I can tell you there is a lot of work that is needed to be done in the park in terms of material that was put in at the first instance. We need the funds to do that. Secondly, if we plan or desire to host performances using that amphitheater, there is a great need for proper overhead theatrical lighting. I used to be involved in theatrical performances and that lighting is needed to highlight the exhibition for the people. The city of Longwood is rightfully on a roll moving you forward. Let us continue to move forward. We will show that we will keep our heads focused and we are going to do the things that keep us in the front line. When people come here as they do for the Farmers Market, I congratulate those involved in that. It is a tremendous job and did not happen overnight. We are talking about sponsorship, not a name change. He said sponsorship is nothing new here in Central Florida. Take a drive to the top of Markham Woods Road. There you have the Seminole Soccer fields. The Orlando Lions welcome you to Seminole Soccer. It costs a lot of money to maintain those soccer fields, and it will cost the City a lot of money to maintain the quality of what you have there in Reiter Park. Mayor Morgan is here to help his beloved city with no strings attached.

Margaret Mole, 113 Hamlin Court North, Longwood. She said there are 47 forms regarding Code Enforcement issues back from April. There are some serious issues and she said she knows there is only one Code Enforcement Officer to do the job. If you make sure one person moves their boat back, then make sure everybody else moves their boat back. Right now, school is starting. In front of the school, there are inoperative vehicles up

on blocks on the street. It is a liability for the City. Especially after the City has already been called for these things. She said each form has the address listed and a note that Code Enforcement was called back in April. She submitted a form for each address.

Mayor Morgan asked if those 47 forms represent citations.

Ms. Mole replied yes. There are other citizens that helped with this. They preferred not to speak because they feel they do not ever get responses back when they ask questions. I am speaking on their behalf. It is time to clean up Longwood. A lot of those issues are going down Church Street toward the new Starbucks. She said there are boats and recreation vehicles out there. The other thing she wanted to mention is she knows Mr. and Mrs. Reiter and what they did for the City of Longwood regarding Reiter Park. She asked if anyone has spoken with Mrs. Reiter. She was presented with a plaque at the Grand Opening. She asked if that has been considered and if they got her feedback.

Judi Coad, 1695 Grange Circle, Longwood. She went to the second meeting of the Charter Advisory Committee meeting and requested the audio. I left the meeting with great reserve on just why we recalled the Charter Review Committee. The first thing that was done and said by the Chair, was he believed each Commissioner should be called by the City Clerk to attend and tell the Committee what they would "like them to do". He also went on to say that each Commissioner could go to each Charter Review Board Member and tell them individually what they want to see done. If this is what the Charter Review Board is only tackling, then the only request that should move forward from that Board is to take it out of the City Charter. If Commissioners want specific items changed in the Charter, then put it before the residents for a vote. You on the dais should have the guts to bring it up before the Commission for discussion and review, and then a change to be put before the residents. Not backdooring what you want via the Charter Review Committee. Something else that came to light, and I was unaware of, was that the Charter Review Committee is formed under the same section that sitting Commissioners are, and all other boards are under a different section. I have read that. Each Commissioner is defined as a resident in their district to represent the residents for this process. What I did not realize until that meeting is there is not a resident from each district being represented. If someone did not apply, then I believe that it would be the Commissioner's responsibility to go out to the people within his district and find

that representative. All other boards are set up under a different designation in how they are handled. I hope that the integrity of this Commission and this Board of our City Charter is restored, and if any of the City Commissioners want changes, that is great, but do it under the Sunshine Law and do it at your Commission meeting.

8. MAYOR AND COMMISSIONERS' REPORT

District #2. Commissioner Drummond thanked everyone who was here for the budget meeting earlier. He wanted to welcome Mayor Morgan and Commissioner Paris to Leadership Seminole. It is a great organization and something that will benefit the City of Longwood and both of these Commissioners.

District #3. Commissioner Paris said this is a follow up from the last meeting when I asked for permission and direction from the Commission to open a dialog with the City of Winter Springs. I have done that. I have opened a dialog with Deputy Mayor Cannon, who tends to have the whip of the votes within the Commission. He very much agreed there needs to be something done and that we need to move forward with identifying properties that should be in Longwood, in Winter Springs, and those that we provide services for already. He said we have already discovered there are a few properties on the other side of U.S. Highway 17-92 that receive water from the City of Longwood. He agreed the next logical step is to get staff involved. I think it might be a good first step to have the city attorneys from both cities start talking to make sure there is a fundamental understanding of this process. In parallel, we could have our staff looking into and identifying properties they believe could be ours and theirs, and have their staff doing the same. He asked about franchise fees for dumpster fees.

Mr. Cox said staff has begun to look at it. There are multiple departments involved, and with the budget, we have not taken too many steps with it, but it is on the list.

Commissioner Paris said regarding Leadership Seminole, we did our first two-day orientation, and it was a very good class.

Mr. Cox said he would also like to be in touch with the City Manager of Winter Springs regarding properties Commissioner Paris discussed to open up a dialog with him.

District #4. Mayor Morgan said he first wanted to answer Ms. Mole's concerns. He has been getting complaints about Orange Avenue, Grant Street, and Church Avenue. It is more about the high grass and cars

parked in front yards that we are having issues with regarding Code Enforcement. He reported the calls about Orange Avenue to the City Manager, Chief of Police and Chris Kintner. He asked if there were numerous citations handed out to these addresses by Code Enforcement.

Mr. Kintner said there were four addresses on Highland Street, and I do not know whether they were given citations or they came into compliance. There were a number of violations found.

Mayor Morgan said when people say they do not come in because they think they will not be heard, they are not talking to me, and I take a lot of pride in that. I appreciate you coming in and representing all of them, especially those in front of Longwood Elementary School.

Mr. Kintner said some of the times there are people who make a complaint and say it looks bad. Cars parked in the yard is not a code violation. He noted, for that to be enforced it should be changed in the City Code. Cars parked across the sidewalk are a violation because it is in the right of way.

Mr. Cox asked about the 47 notices of complaint forms and what was handed in.

Ms. Longo noted she received 47 request forms to speak at public participation with each of the violations noted.

Mayor Morgan asked that the 47 complaints be followed up on.

Mayor Morgan called for a meeting with County Commissioner Bob Dallari about MetroPlan Orlando and in getting SunRail under Green-banning. The incoming train sends a signal to the traffic light so it clears that intersection out before the train gets there. That will clear up a lot, especially as the City continues to grow. We will have a follow-up meeting about this next week. On July 23rd, he went to a County Commission Meeting, attended the City Charter Meeting on July 25th, and had his weekly meeting with Mr. Cox on the 26th of July. He was invited by The Village on the Green, which is in unincorporated Longwood, on July 30th to give opening remarks for their opening. He said Leadership Seminole classes are unbelievable in how much goes into these classes. He was sorry to see the concert canceled due to the rain at Reiter Park. He said we will be making up for that up later on. He gave a sales pitch to the radio station Magic 106.7 to sponsor Lyman High School for the football/basketball seasons. The radio personality picks a City and high school to sponsor for two to three years and have bragging rights amongst the DJ's during their show. This does provide a good amount of

coverage for a City. They had already picked Lake Mary, Lake Brantley, and Seminole High School. Mayor Morgan said right before this meeting started, we had our Budget Work Shop, and he thanked city staff for staying for this meeting as well. Upcoming on our calendar, Milwee Middle School is doing a Food Drive this Thursday. This will be from 9:00 a.m. to noon on Thursday. He said kids will go home with a backpack full of food from their food pantry. He congratulated the Orlando Boom, our hometown Women's Professional Basketball Team. They just won the National Basketball Championship this past Sunday. He wanted to get them in here to give them a Certificate of Recognition. He mentioned they play at Lyman High School. He will be giving motivational speeches at both Milwee Middle School and Lyman High School to their teachers getting them ready for this coming year.

District #5. Deputy Mayor Sackett said he had an Elementary Union meeting this morning at 7:00 a.m., then the meeting at 4:00 p.m., and now the Commission meeting. Welcome Back to School is this week with Thursday and Friday scheduled pickups. I worked at Lyman High School getting all their sports shirts/shorts/hoodies ready for the opening Meet the Teacher Day and Get Your School Schedule Day. I believe we were able to make about \$5,000 or \$6,000 from the sales of merchandise. I volunteered my wife to sell that merchandise, so it worked out really well. Recently, the City Manager and I met with Lyman High School about a pool. This is a dialog I have wanted for about 14 years for Lyman. Most people do not even know they have a pool, but if we can make it the City pool and a community pool for rehab, leisure, and learning how to swim, that will be great. This is in the planning stages right now and moving ahead. With school opening again I wish every child safety. He said Reiter Park will always be Reiter Park. The sponsorship will be for naming other things, but not the park itself. He said the Farmers Market is fantastic, and watching the kids in the Splash Pad is so much fun. He said he would like something to be done with the old Pic N Save property. That property is not being maintained properly. He would like that looked into. He is hoping with new development the old golf cart place and the muck that gathers between the sidewalks and the streets runoff will get better.

Mr. Cox said a Notice of Violation has been issued on the old Pic N Save property.

District #1. Commissioner Shoemaker said she has had contacts via the telephone and email regarding situations with residents, and she wanted to thank staff for their due diligence in expediting to the best of their ability in putting out the fires. She is trying to understand the three funds set up for CERT, COPs and Parks and Recreation. She asked if they have

\$500 budgeted for donations, and someone gives them \$10,000, would they still get that in their coffers, and do you just adjust their budget.

Mr. Cox replied yes. He said we set a budget authority to spend, and it does not really control the revenue side. They are not authorized to spend more than what is in the budget, without a budget amendment.

Commissioner Shoemaker asked if that money will roll over to next year.

Mr. Cox replied yes it will.

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

10. CONSENT AGENDA

- A. Approve Minutes of the May 20, 2019 Regular Meeting.**
- B. Approve the Monthly Expenditures for June and July 2019.**
- C. Approve an agreement with Debris Tech, LLC to provide Disaster Debris Monitoring Services.**
- D. Approve a purchase order , \$33,500 to McDirmit Davis & Company, LLC for the annual audit for fiscal year 2019.**
- E. Approve a Seminole County In-Progress Crime Unit Mutual Aid Agreement and Guidelines between the Seminole County Sheriff's Office and Longwood.**
- F. Approve the Seminole County Public Schools 2019 – 2020 School Resource Officer Agreement.**
- G. Approve an increase in the amount of \$17,015.96 to purchase order #18-00316 for Barnes, Ferland & Associates, Inc. for additional professional engineering services related to the completion of the County Road (CR) 427 Sanitary Sewer Extension Project (BFA427).**
- H. Approve an increase in the amount of \$17,153.59 to purchase order #19000131 for CFE for additional work related to the County Road (CR) 427 Septic Abatement/AirVac Sewer System Project (CR427).**

Commissioner Paris moved to approve Items 10A through 10H as presented. Seconded by Deputy Mayor Sackett and carried by a unanimous roll call vote.

11. PUBLIC HEARINGS. None.

12. REGULAR BUSINESS

A. City Commission discussion on sponsorship and naming rights opportunities at Reiter Park.

Mr. Capizzi presented the Item and answered questions.

Discussion ensued and comments made on naming structures but keeping the park named Reiter Park.

It was the consensus of the Commission to have staff move forward with the Request for Proposals process for obtaining naming rights for the Amphitheater and Splash Pad at Reiter Park.

B. City Commission discussion on issuing a Request for Proposals (RFP) regarding the development of the downtown Historic District and the relocation of city facilities.

Mr. Kintner presented the Item and indicated the RFP would be brought before the Commission at the October 21st meeting. He answered questions.

Discussion ensued on the timing, if they can afford it, if they would keep all buildings together, and going through the process finding out what is out there.

Deputy Mayor Sackett made a motion to have staff move forward with preparing a Request for Proposals to be brought back to the Commission at the October 21st meeting. Seconded by Commissioner Paris and carried by a unanimous roll call vote.

C. Read by title only, set August 19, 2019, as the public hearing date and approve the first reading of Ordinance No. 19-2157, authorizing the issuance of debt in the principal amount up to \$1,108,894 to finance the East Longwood Septic Tank Abatement - Phase I Project (Project No. ELW-Tank).

Mr. Langley read Ordinance No. 19-2157 by title only.

Mr. Smith presented the Item.

Commissioner Paris moved to approve Ordinance No. 19-2157 and set August 19, 2019, as the public hearing date. Seconded by Deputy Mayor Sackett and carried by a unanimous roll call vote.

- Moved Up**
- D. Approve the award Request for Proposal (RFP) #05162019 to Public Risk Management of Florida (PRM) as the Risk Management program provider for the city.**
 - E. Approval to award a construction agreement and issue purchase orders up to the amount of \$2,164,483 to Central Florida Environmental Corp., for the East Longwood Septic Tank Abatement Phase I (ITB #03142019).**

Mr. Smith presented the Item and answered questions.

Mr. Langley addressed the issue of moving forward with the item before the approval of the loan agreement.

Deputy Mayor Sackett moved to approve the award of the Construction Agreement for the East Longwood Septic Tank Abatement Phase I subject to the acceptance of Ordinance No. 19-2157. Seconded by Commissioner Shoemaker and carried by a unanimous roll call vote.

13. CITY MANAGER'S REPORT

Mr. Cox said at the last Commission meeting there was a concern regarding vagrants and needles. Chief Dowda is putting together a full report regarding this and we will be getting with our city attorney to put together some options we might be able to explore. Also, at the last meeting, we discussed the retention pond at Lake Horton and all the trash there. Our staff did review the site and cleaned it. They plan to monitor it periodically. Regarding SunRail, there are plans now for the fence to go up during the fourth quarter of this year. We have received the request to look into the ruts and puddling on Warren Avenue and will be doing that. He said regarding Code Enforcement, the Whispering Oaks Mobile Home Park has been found in violation of a number of issues and continues to accrue daily fines for non-compliance. The total outstanding amount of the fine is \$45,000. It is \$600 per day of fines they are accruing. We followed up on the properties near the Longwood Elementary school. We are abiding by a responsive, complaint-driven policy, so whenever someone has a concern about a property, just turn in a complaint to staff. Regarding Ronald Reagan Boulevard (County Road 427), the contractor still plans on paving by August 18 or 19, which will be

an overnight process. The final completion is still set for September 10th. Regarding the U.S. Highway 17-92 Median Landscaping Project, we had the opportunity to push that out one year, and in doing perhaps Florida Department of Transportation (FDOT) might award us more money to go toward the project. Community Development staff has done a great job, and we received notice that FDOT approved additional funding of \$142,415 for a total toward the project of \$316,000. He provided a development update. Starbucks is set for August of this year to be complete, Taco Bell is looking at the third quarter of 2019, South Seminole Emergency Room area is set for the fourth quarter of this year, LA Fitness is looking at the first quarter of 2020, Publix is looking at the second quarter of 2020, the face of South Seminole out front is looking at the third quarter of 2020, UPS expansion is probably going to be in the fourth quarter of 2020, and Alta Apartments is targeted for the first quarter of 2021.

Mr. Cox mentioned the leak in Water Plant #1 and repairs will be approximately \$125,000. It includes a five-year warranty, cleaning and sanitizing the tank inside, and removing the sediment build-up in the tank. This will take about eight days to repair. He asked for approval to move forward with this emergency repair work.

Mr. Shad Smith explained the crack and how it could have been going on for a long period of time. He also explained the quotes received and how the quote recommended is more efficient.

Deputy Mayor Sackett moved to approve the repair work.
Seconded by Commissioner Paris and motion was carried by a unanimous roll call vote.

Mr. Cox thanked staff who has worked tirelessly on the budget process and it has been great to get to this point.

14. CITY ATTORNEY'S REPORT

Mr. Langley said he understands there was a question at the Charter Advisory Committee meeting regarding the membership of the committee. He was on vacation and had someone fill in. He said he did want to address it since it was raised again tonight. The Charter says the Charter Advisory Committee was made up of one member representing each Commission district. I do not read that as a residency requirement. In his opinion when the Charter specifically talks about residency and residing in districts, as long as each district Commissioner has appointed a member to the committee representing that Commissioner's district, this Charter provision has been satisfied, and I believe that is the case. He

said he does not see an issue with the current membership of the Charter Advisory Committee.

15. CITY CLERK'S REPORT. No report.

16. ADJOURN. Mayor Morgan adjourned the meeting at 8:13 p.m.

Minutes approved by City Commission: 10-07-2019

 /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.