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

MINUTES
September 16, 2019
6:00 P.M.

Present: **Mayor Matt Morgan**
Deputy Mayor Brian D. Sackett
Commissioner Abby Shoemaker
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
Lisa Snead, Financial Services Director
Shad Smith, Public Works Director
Anjum Mukherjee, Senior Planner

Absent: **Commissioner Richard Drummond (Excused)**

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**

11. **PUBLIC HEARINGS (PART 1)**
    A. **Read by title only and adopt Ordinance No. 19-2162, which fixes the tentative rate of ad valorem taxation for the fiscal year commencing October 1, 2019, and ending September 30, 2020.**

    The final tax rate being proposed for Fiscal Year 2019/2020 is 5.500 per $1,000 of non-exempt assessed valuation. The said rate is 6.12% higher than the rolled-back rate of $5.1827 per $1,000 of non-exempt assessed valuation as computed by Florida Statute 200.065.

    Mayor Morgan opened the Public Hearing by announcing the City of Longwood's City Commission convenes this Public Hearing on the City of Longwood's Fiscal Year 2019/2020 Final Millage rates and Final Budget as required by Florida Statutes, Chapters 129 and 200. He said Item 11A recommends the City Commission read by title only and adopt

Ordinance No. 19-2162, which fixes the final millage rate of ad valorem taxation for the fiscal year commencing October 1, 2019, and ending September 30, 2020. The final tax rate being proposed is 5.500 per $1,000 dollars of non-exempt assessed valuation. This rate is 6.12% higher than the rolled-back rate of 5.1827 per $1,000 of non-exempt assessed valuation as computed by Florida Statute 200.065. Chapter 200 requires that a final public hearing on the budget be preceded by a two-to-five day notice of that hearing. Chapter 129 requires an advertisement with a summary of the final budget.

Mr. Langley announced having proof of publication and read Ordinance No. 19-2162 by title only.

Mayor Morgan opened the public hearing. No one spoke in favor or in opposition to Ordinance No. 19-2162.

> Commissioner Paris moved to close the public hearing. Seconded by Commissioner Shoemaker and carried by a unanimous voice vote with Commissioner Drummond absent.
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> Deputy Mayor Sackett moved to adopt Ordinance No. 19-2162 as presented item 11A. Seconded by Commissioner Paris and carried by a unanimous roll call vote with Commissioner Drummond absent.

Mayor Morgan stated the City of Longwood has determined that a final millage rate of 5.500 mills is necessary to fund the final budget. The final millage rate represents an increase of 6.12% from the rolled-back rate of 5.1827 mills.

B. Read by title only and adopt Ordinance No. 19-2163, which adopts tentative revenues, expenditures, and fund balances for the City's fiscal year budget commencing October 1, 2019, and ending September 30, 2020.

Mayor Morgan stated Item 11B recommends that the City Commission read by title only and adopt Ordinance No. 19-2163, which adopts revenues, expenditures, and fund balances for the City's fiscal year budget commencing on October 1, 2019, and ending September 30, 2020. Chapter 200 requires that a final public hearing on the budget be preceded by a two-to-five day notice of that hearing; Chapter 129 requires that they advertise a summary of the final budget.

Mr. Langley announced having proof of publication and read Ordinance No. 19-2163 by title only.

Mayor Morgan said the City of Longwood's Fiscal Year 2019/2020 budget proposed revenues, expenditures, and fund balances for the City's fiscal year budget commencing on October 1, 2019, and ending September 30, 2020, are as follows:

General Fund	$18,508,499
Public Utilities	$11,894,626
Public Facilities Improvement Fund	$3,929,457
Capital Projects	$4,935,216
Stormwater Management	$853,733
Other Funds	$1,446,852
Fund Balance – Reserves	$7,378,821
Total Resources	**$48,938,204**

Mayor Morgan opened the public hearing.

No one else spoke in favor or in opposition to Ordinance No. 19-2163.

Deputy Mayor Sackett moved to close the public hearing. Seconded by Commissioner Shoemaker and carried by a unanimous voice vote with Commissioner Drummond absent.

Deputy Mayor Sackett moved to adopt Ordinance No. 19-2163 as presented Item 11B. Seconded by Commissioner Paris.

Mr. Cox addressed the updates that were made.

Motion carried by a unanimous roll call vote with Commissioner Drummond absent.

4. **COMMUNITY ANNOUNCEMENTS.** Ms. Longo read the following announcements.

A. **National Night Out will be held on Tuesday, October 1, 2019, from 5:30 p.m. until 8:00 p.m. at Candyland Park, 599 Longdale Avenue.**

5. **PROCLAMATIONS / RECOGNITIONS**

A. **Nomination of the Beautification Award.**

Mayor Morgan nominated Judy's Dolls for the Beautification Award. Nomination carried by a unanimous voice vote with Commissioner Drummond absent.

B. **District #3 Presentation of the Business Person of the Month Award for September 2019 to Golden Thai Restaurant, 977 West State Road 434.**

Mayor Morgan said the presentation will be deferred to the October 7, 2019 Meeting.

C. Commissioner Sackett to recognize Ms. Susan McMahon for her dedication and service to clean up Island Lake North.

Sackett deferred the recognition to the October 7, 2019 Meeting.

6. BOARD APPOINTMENTS

A. District #4 Nomination to the Land Planning Agency.

Mayor Morgan nominated Mr. Glenn Kirwan for reappointment to the Land Planning Agency. Nomination carried by a unanimous voice vote with Commissioner Drummond absent.

7. PUBLIC INPUT

A. Presentation: Ms. Amanda Day, Executive Director with Bike/Walk Central Florida, on the Best Foot Forward for Pedestrian Safety Program which is related to Agenda Item 12A.

It was the consensus of the Commission to move Item 12A and address after the presentation.

Ms. Amanda Day gave a presentation about the program and answered questions.

12A. Read by title only and adopt Resolution No. 19-1511, confirming the City of Longwood's participation in the Best Foot Forward for Pedestrian Safety Program.

Mr. Langley read Resolution No. 19-1511 by title only.

Mr. Langley addressed a concern with the use of "shall" in the fourth whereas clause. He reviewed it and suggested we make a change where it states "the City shall, design, build, and maintain" and replace it with "the City desires, to the extent feasible, design, build, and maintain" and it is not mandatory but we strive to do where feasible.

Discussion ensued on the proposed language.

> Commissioner Paris moved to adopt Resolution No. 19-1511 to include the proposed language suggested by Mr. Langley as presented Item 12A. Seconded by Deputy Mayor Sackett.

Discussion ensued on the proposed language and Mr. Langley suggested another option to state “the City shall, to the extent feasible, design, build, and maintain”.

Commissioner Paris amended his motion to adopt Resolution 19-1511 to include the updated language suggested by Mr. Langley. Seconded by Deputy Mayor Sackett and carried by a unanimous roll call vote with Commissioner Drummond absent.

B. Public Participation. None.

8. MAYOR AND COMMISSIONERS’ REPORT

District #5. Deputy Mayor Sackett said he was tasked with the safety issue of no light on Rosedale Avenue for the school children after Commissioner Paris and I brought it up several times. I have spoken to our Superintendent of Schools, and he is interested in getting on board with doing something about this. I am keeping Mr. Cox informed of upcoming things on that matter. We are addressing it as quickly as we can. He said the Grand Opening for Baseball and Softball was this weekend. It was lightly attended. We went down from almost 800 players to 315 players because a lot of kids who travel are up for scholarships and they are choosing to do that instead. What is exciting is T-Ball. The five and six year-olds group is growing and the softball group is coming back. He gave kudos to Parks, Mr. Black, Citizens on Patrol (COPs) and everybody else directing traffic flow. The event went very well. Coming through here yesterday with the Farmers Market going on was nice to see. What was also wonderful to see was the number of people using our pavilions for impromptu birthday parties. There were at least four or five going on, and the parking lot was full which was not exclusive to the Farmers Market. It was a community deal for that whole day. He thanked Mayor Morgan for the generous things he said about him and his family on Facebook and about all the children I have taught over the years here in Longwood.

District #1. No report.

District #2. No report.

District #3. Commissioner Paris said he attended the Food Truck Event we had last Thursday. I went towards the end, and I agree the pavilions are definitely being used quite a bit. It makes me feel good to know our citizens are using that Park we built. It looks like Ronald Reagan Boulevard (County Road 427) is going to be wrapped up relatively soon. I would love to hear if there is an update. He also told Mr. Smith he had questions about the Force Main Project he would like addressed after the meeting. He asked if we had our budget posted on the City Website yet.

Mr. Cox directed the question to the City Clerk. Ms. Longo said she does not post the budget on the website.

Commissioner Paris said we might see about getting it on the website. It used to be on much sooner than this.

Mr. Cox said we are still dealing with some of the Americans with Disabilities Act (ADA) accessibility issues.

Commissioner Paris said to get this addressed. He has been asked why it is not on the website since we have adopted it, and our citizens want to see it. He also said it is really great to see all the new development going on in our City like Taco Bell, LA Fitness, and Publix.

District #4. Mayor Morgan said this past Thursday he had the honor to be the Keynote Speaker at the Cambridge Institute of Allied Health and Technologies Commencement Ceremony with all different types of nurses and doctors in Winter Park. The Cambridge Institute is in Altamonte Springs off of State Road 436. He said he listened to some of our Parks and Recreation Board Meetings and one of the things I am a big supporter of is getting a banners program, specifically for Reiter Park. Basically, City of Longwood banners would be placed around the lampposts that circle Reiter Park. The idea would be to make it seasonal. Every four months you would change it out to fit whatever that season is and make things a little more festive during the holidays. It really dresses the City up. If you go through Oviedo and Altamonte Springs, they have them everywhere. As we develop this downtown area, I would also like to get those banners out on Ronald Reagan Boulevard because going down this road you will see Lyman High School who have their own banners, and it looks really good. We want to create this downtown feel here in Longwood, I think if you have some of those banners on Ronald Reagan Boulevard, we can really set that tone. We want people to walk around, similar to any downtown area. We want to draw people's eyes to the fact that they are downtown. We want them to stop and take notice, and we have to get eye-catchers and magnets to draw their attention that they are here in Longwood. Those banners are, in my opinion, a way to do that. It creates a mood that you are walking around in a downtown area. We have some really cool plans in the future for this downtown area that I am very excited about. He also wanted to point out that having banners could mean sponsorship opportunities with different brands and people who might want to contribute toward them.

Discussion ensued on the banners for Reiter Park and Ronald Reagan Boulevard.

Mayor Morgan thanked Ms. Mabel Mole who gave him six or seven very old maps of the City of Longwood. He said they are very historic and should belong in a museum. It would be exciting to create a historic museum. He wants to contact our Historic Society about them. He said if we are going to create a museum sometime in the future, then we really need to have some more things like these that celebrate Longwood and make it a bigger deal. These maps are so impressive. He wanted to second Deputy Mayor Sackett's sentiments about the Grand Opening of Babe Ruth. It was amazing. We got our Fire Department involved this year. Deputy Chief Aiken threw out the first pitch and they brought the ladder truck and parked it by a tree with the ladder all the way up and a flag at the top. All the kids loved it.

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

10. CONSENT AGENDA

A. Approve Minutes of the July 15, 2019, Regular Meeting.

B. Approve the Monthly Expenditures for August and September 2019.

C. Approve the Monthly Financial Report for August 2019.

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

11. PUBLIC HEARINGS (PART II)

C. Read by title only Resolution No. 19-1509 adopted on September 9, 2019, which set the annual non-ad valorem rolls for various wastewater, road, and neighborhood beautification assessments for the 2019 tax rolls and hold a second public hearing and allow for public comment.

Mr. Langley read Resolution No. 19-1509 by title only.

Mayor Morgan opened the public hearing. No one spoke in favor or opposition to Resolution No. 19-1509.

Commissioner Shoemaker moved to close the public hearing. Seconded by Commissioner Paris and carried by a unanimous voice vote with Commissioner Drummond absent.

No action was needed.

D. Read by title only and adopt Resolution No. 19-1510, adopting a Five Year Capital Improvement Program for the Fiscal Years 2020, 2021, 2022, 2023 and 2024 pursuant to the requirements of Section 6.07 of the City Charter.

Mr. Langley read Resolution No. 19-1510 by title only.

Mayor Morgan opened the public hearing. No one spoke in favor or opposition to Resolution No. 19-1510.

> Commissioner Paris moved to close the public hearing. Seconded by Deputy Mayor Sackett and carried by a unanimous voice vote with Commissioner Drummond absent.
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> Deputy Mayor Sackett moved to adopt Resolution No. 19-1510 as presented Item 11D. Seconded by Commissioner Paris and carried by a unanimous roll call vote with Commissioner Drummond absent.

E. Read by title only and adopt Ordinance No. 19-2156, a General Longwood Development Code Update.

Mr. Langley read Ordinance No. 19-2156 by title only.

Mr. Kintner presented the Item and answered questions.

Mayor Morgan opened the public hearing. No one spoke in favor or opposition to Ordinance No. 19-2156.

> Deputy Mayor Sackett moved to close the public hearing. Seconded by Commissioner Paris and carried by a unanimous voice vote with Commissioner Drummond absent.
>
> Commissioner Paris moved to adopt Ordinance No. 19-2156 as presented Item 11E. Seconded by Commissioner Shoemaker and carried by a unanimous roll call vote with Commissioner Drummond absent.

F. Read by title only and adopt Ordinance No. 19-2158, a Longwood Development Code Amendment for Floodplains and Flood Zones, and a City Code Amendment for Chapter 18.

Mr. Langley read Ordinance No. 19-2158 by title only.

Mayor Morgan opened the public hearing. No one spoke in favor or opposition to Ordinance No. 19-2158.

> Commissioner Paris moved to close the public hearing. Seconded by Commissioner Shoemaker and carried by a unanimous voice vote with Commissioner Drummond absent.

Commissioner Shoemaker moved to adopt Ordinance No. 19-2158 as presented Item 11F. Seconded by Mayor Morgan and carried by a three-to-one (3-1) roll call vote with Deputy Mayor Sackett voting nay and Commissioner Drummond absent.

G. Read by title only and adopt Ordinance No. 19-2159, a Longwood City Code Amendment for Buildings and Building Regulations.

Mr. Langley read Ordinance No. 19-2159 by title only.

Mayor Morgan opened the public hearing. No one spoke in favor or opposition to Ordinance No. 19-2159.

Commissioner Paris moved to close the public hearing. Seconded by Commissioner Shoemaker and carried by a unanimous voice vote with Commissioner Drummond absent.

Commissioner Paris moved to adopt Ordinance No. 19-2159 as presented Item 11G. Seconded by Mayor Morgan.

Discussion ensued and Mr. Kintner answered questions regarding hours of operation and if there have been complaints.

Motion carried by a unanimous roll call vote with Commissioner Drummond absent.

H. Read by title only and adopt Ordinance No. 19-2165, approving the extension of the Non-Exclusive Franchises for the Collection of Commercial Solid Waste and/or Recovered Materials for an additional twelve (12) months.

Mr. Langley read Ordinance No. 19-2165 by title only.

Mayor Morgan opened the public hearing. No one spoke in favor or opposition to Ordinance No. 19-2165.

Commissioner Paris moved to close the public hearing. Seconded by Commissioner Shoemaker and carried by a unanimous voice vote with Commissioner Drummond absent.

Commissioner Shoemaker moved to adopt Ordinance No. 19-2165 as presented Item 11H. Seconded by Deputy Mayor Sackett and carried by a unanimous roll call vote with Commissioner Drummond absent.

I. Read by title only and approve Ordinance No. 19-2166, authorizing increased purchasing authority of the City Manager to award bids and

contracts, purchase supplies, equipment, services and materials, and approving the City's Procurement Policies and Procedures Manual.

Mr. Langley read Ordinance No. 19-2166 by title only.

Mayor Morgan opened the public hearing. No one spoke in favor or opposition to Ordinance No. 19-2166.

> Deputy Mayor Sackett moved to close the public hearing. Seconded by Commissioner Shoemaker and carried by a unanimous voice vote with Commissioner Drummond absent.
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> Deputy Mayor Sackett moved to adopt Ordinance No. 19-2166 as presented Item 11I. Seconded by Commissioner Paris and carried by a unanimous roll call vote with Commissioner Drummond absent.

12. REGULAR BUSINESS

(Moved) A. Read by title only and adopt Resolution No. 19-1511, confirming the City of Longwood's participation in the Best Foot Forward for Pedestrian Safety Program.

B. Read by title only and adopt Resolution No. 19-1512, extending the deadline for a final site plan approval for Tribeca at Longwood Station aka Longwood TOD Townhome project from July 31, 2019, to January 31, 2020.

Mr. Langley read Resolution No. 19-1512 by title only.

Mr. Kintner presented the Item.

> Commissioner Paris moved to adopt Resolution No. 19-1512 as presented Item 12B. Seconded by Deputy Mayor Sackett and carried by a unanimous roll call vote with Commissioner Drummond absent.

C. Approve a purchase order in the amount of $1,196,000 to Waste Pro of Florida, Inc. for the annual renewal of residential solid waste and recycling services through September 30, 2020.

Ms. Snead presented the Item and answered questions.

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

13. CITY MANAGER'S REPORT

Mr. Cox said regarding the Ronald Reagan Boulevard update, he spoke with Mr. Smith this afternoon after he had a meeting on the project today. They are supposed to be wrapping up this week. The signals are set to go in by Thursday. They have crosswalk striping and cleaning at the yard on State Road 434 and Ronald Reagan Boulevard where they had been staged during this period of time. Next up will be the Punch List, and hopefully, we will be able to get with them to get that started as soon as possible after they have completed. There was a question at the last meeting about the fire hydrant on Warren Avenue. There are a couple that our Fire Chief did follow up on, and through Public Works, a flow test was done and they are sufficient. Potholes were also brought up on Warren Avenue, and those were filled last week. We do have the resurfacing of Warren Avenue still scheduled in our budget for this coming year. There was a question about the drainage at the Alta Apartments. They will not be removing the muck in the right-of-way so we will look into that. They are under construction right now, so it is a little early to do a lot of work there. We will see what it is like when they wrap up. There is a lot of digging going on at Warren Avenue for this project. The microphones were looked at this last week, but I am noticing this evening they have actually shut off a couple of times, so that is still on my list. For the next meeting, we will put Code Compliance on the agenda, have a Complete Streets Presentation, and have a discussion on our 45-day property and casualty matters, so we have those items targeted. The Lyman High School Parade is scheduled for September 26th at the same time as our Charter Advisory Board meeting. We will work that out with the City Clerk because a lot of folks like to attend the parade. We have set a goal already, and staff has begun working on getting our budgeting system under the accounting software with Edmunds, rather than these massive spreadsheets that have been done all these years. It is not going to be an easy process. We will be meeting with Edmunds soon. I do not know whether it will give us everything we want, but we will see what we can do through it. It is the most economical way for us to do that. He wanted to send congratulations out to our friends at Orlando Health South Seminole Hospital. They were selected as the largest non-profit of the year for Seminole County recently. He handed out the Round-Up Program Flyers that starts on October 1st in case anyone had any comments about it and thanked Ms. Snead and the Police Department for putting the flyer together. The first page is informational and the second page shows how folks can enroll and round up to the nearest dollar. We plan to go forward with this unless you have any comments or want to see anything different.

Mayor Morgan thanked Commissioner Shoemaker for her wonderful idea for the Round-Up Program. He asked for an update for the Lewis House Request for Proposal (RFP).

Mr. Kintner said we do not have a date for the Lewis House right now. His focus is on City Hall. We will get back to you on October 21st or shortly thereafter regarding the Lewis House.

14. CITY ATTORNEY'S REPORT. No report.

15. CITY CLERK'S REPORT. No report.

16. ADJOURN. Mayor Morgan adjourned the meeting at 7:25 p.m.

Minutes approved by City Commission: 11-18-2019

/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.