

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

AGENDA
December 16, 2019
6:00 P.M.

Present: **Mayor Matt Morgan**
 Deputy Mayor Brian D. Sackett
 Commissioner Abby Shoemaker
 Commissioner Richard Drummond
 Commissioner Ben Paris
 Dan Langley, City Attorney
 Michelle Longo, City Clerk
 David P. Dowda, Police Chief
 Chris Kintner, Community Development Director
 Chris Capizzi, Leisure Services Director
 Lee Ricci, Human Resources Director
 Shad Smith, Public Works Director
 Craig Dunn, Information Technology Director

Absent: **J. D. Cox, City Manager**

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. **Senior Matinee will be held on Wednesday, December 18, 2019, from 1:30 p.m. until 3:30 p.m., Longwood Community Building, 200 West Warren Avenue. This month's feature is *A Cinderella Story - Christmas Wish*.**
 - B. **Longwood Movie in the Park will be held on Friday, December 20, 2019, and Friday, January 17, 2020, beginning at 7:00 p.m.,**

Reiter Park, 311 West Warren Avenue. This is a free event and the December movie will be *Abominable*.

- C. There will be a Community Chanukah Celebration held on Monday, December 23, 2019, from 5:00 p.m. until 7:00 p.m., Reiter Park, 311 West Warren Avenue featuring Dr. Laz in concert.
- D. The “Downtown Longwood Food Trucks” will be held on Thursday, January 9, 2020, from 5:30 p.m. until 8:30 p.m., Reiter Park, 311 West Warren Avenue.
- E. The “Downtown Longwood Cruise-In” Car Show will be held on Saturday, January 11, 2020, from 5:00 p.m. until 8:00 p.m. in the Historic District of Longwood located off of Church Avenue.
- F. Senior Matinee will be held on Wednesday, January 15, 2020, from 1:30 p.m. until 3:30 p.m., Longwood Community Building, 200 West Warren Avenue. This month’s feature *TBD*.

5. PROCLAMATIONS / RECOGNITIONS

- A. District #5 Nomination of Business Person of the Month Award for January 2020 (Presentation scheduled for January 20, 2020).

Deputy Mayor Sackett nominated Watson Realty as suggested to him by Chris Capizzi, for the Business Person of the Month for January 2020. Nomination carried by a unanimous voice vote.

- B. The nomination of the Beautification Award. (Presentation scheduled for January 20, 2020).

Deputy Mayor Sackett nominated Opis Island Lake Center for the Beautification Award. Nomination carried by a unanimous voice vote.

- C. Nomination and selection of the recipient of the Martin Luther King, Jr. Good Citizenship Award (Presentation scheduled for January 20, 2020).

Mayor Morgan nominated Mr. David Rubin of Heroes Strong, a non-profit organization, for the Martin Luther King, Jr. Good Citizenship Award. Nomination carried by a unanimous voice vote.

- D. Presentation of the 2019 Christmas Parade Winners.

Mr. Capizzi announced the 1st place winners in the Floats, Vehicles, Businesses and Youth Group categories. The 1st place winners for Floats was Longwood Public Works Department, for Vehicles was Top Trucks of Central Florida, for Businesses was Fantastic Sams, and for Youth Group was the Girl Scouts Phoenix Community. First-place winners were each presented with a certificate and award. Photographs were then taken.

D. Presentation by Deputy Chief Gioielli regarding Corporal Ryan Short and his retiring canine partner Gotcha.

Deputy Chief Gioielli recognized Corporal Short and Gotcha one of our Canines. He said Gotcha started with the Longwood Police Department in 2010 after being donated by the Jimmy Rice Foundation. In 2013, Corporal Short and Gotcha teamed up and completed the 240 hours of canine team training before going into service. While serving our community Corporal Short has deployed Gotcha more than 56 times which has netted 12 successful tracks. They have been used to search for missing children, disabled adults, and felony suspects including robbers and even murderers, all over Central Florida. They have participated in hundreds of community events in local churches, schools, daycares, and other community gatherings.

Deputy Chief Gioielli announced Gotcha's retirement and presented Corporal Short with a plaque. Photographs were then taken.

He then announced due to the success of Corporal Short and Gotcha, as well as Corporal Hernandez and Freddy, Chief Dowda has decided to continue on with our K9 program. It was noted that he accepted the donation of two bloodhounds, Riggs and Wrangler, who will work with Officer Virgel Quintal and Officer Michael Camejo. He also noted Gotcha will live out her retirement with Corporal Short.

The Commission recessed at 6:17 p.m. and reconvened at 6:22 p.m.

6. BOARD APPOINTMENTS. None.

7. PUBLIC INPUT

A. Public Participation.

Tamara Peacock, 317 Loch Lomond Avenue, Longwood. She said she is representing Christ Episcopal Church. We are holding a dedicated service on January 5th to our First Responders. All First Responders are invited to attend. It starts at 10:00 a.m. She handed out flyers.

8. MAYOR AND COMMISSIONERS' REPORT

District #1. Commissioner Shoemaker said on December 9th she attended the Longwood Club Homeowners Association Meeting. I provided them with updates and followed up with Chief Dowda on a couple of items. They have been affected by the noise from Alta Apartments and requested additional lead time for when work will be done, which Chief Dowda will make sure they get. She noted she is hearing a lot of complaints regarding water bills. I attended Celebrate the Season on December 13th, which was well attended and another spectacular event. Kudos to all involved. I was only able to participate at the last location with the Longwood Carolers, and I brought someone from my church who performed a spectacular song at our congregation and who also performed marvelously at Opis. She thanked Deputy Mayor Sackett and Joanne Rebello for bringing back this wonderful event to our City and our seniors. She also thanked Chief Dowda for doing an absolutely fantastic job. She wished everyone a Merry Christmas, a Happy Hanukkah, and a safe and wonderful holiday.

District #2. Commissioner Drummond said he attended a Council of Local Governments in Seminole County (CALNO) meeting that we hosted here in Longwood. It is represented by the local cities in Seminole County, also by Lee Constantine the Seminole County Commissioner, Seminole State College, and Ed Young with Seminole County Soil and Water Conservation. We had a really great meeting. He thanked Ms. Longo for making sure it went off without a hitch and providing some really great food. There was a presentation from Tony Matthews who is the Coordinator of the 2020 Census Complete Count Committee. We are really going to push the Census from now until April 1st to make sure every person in Longwood is counted. Last week we had the Read with a Hero event. There was a giant Santa and tree lighting. Reiter Park is so well suited for these events and it was a beautiful night. Last weekend there was the Christmas Parade. I got to ride my motorcycle in the parade, and my wife also rode her motorcycle. On December 10th, the Seminole County Soil and Water Meeting was held here, and they had a presentation by Mike Colburn who is with The Friends of the Wekiva River. He talked about the problems we have with excess nitrogen and phosphorus that is leaching into the ground and into the Wekiva River and Rock Springs Run. This is something we all need to be aware of. Some of that comes from farm grounds, agricultural uses, and residents using fertilizers on their yard. We do have an ordinance here, but we

need to make sure that we are not putting down fertilizer during the rainy season. There were so many people at Celebrate the Season and it was great. I was so impressed with the job that the City did. I missed Santa when he came to visit my neighborhood, but it was pretty easy to follow the sirens. We caught up to Santa a couple of blocks away from my house. Columbus Harbor Luminaries does such a nice job lining the sidewalks with the luminaries. They host a horse-drawn carriage and have hayrides, trains, pony rides, and provide cotton candy and popcorn to everyone there. I have some really great neighbors in that community who hosted their own stands, giving away cookies and food. I finished off the week with the Farmers Market on Sunday. It is always a great event and getting bigger all the time.

District #3. Commissioner Paris said he was notified of a post earlier today from Bronwyn at Hearts Helping Others of Central Florida. She was collecting toys for a Toy Drive here in Longwood, and one of our police officers saw her loading her truck and came over to help her. He asked if she had someone to help unload all of it at her next destination. She said she did not, so this police officer followed her to the next destination and helped unload all of the toys. He recognized Officer Tim Ryan for the good work. It is that kind of dedication to the community in Longwood that continues to make this City a place that people want to move to. In this day and age where there is not a lot of love for the boys and girls in blue, it makes me feel really good when the community brings this to my attention. He asked Chief Dowda to be sure to put something in Officer Ryan's file saying this was good work. On December 6th, I was attending Leadership Seminole, and this one was about our public schools, which was interesting. After going through tours and meeting a lot of the teachers and superintendents, it changed my perspective. They also brought to our attention they are looking for mentors who can dedicate and donate a couple of days throughout the year to middle school and high school students. I turned in my information to both the teachers and the superintendent. He said the Seminole County Chamber of Commerce is going to start doing City spotlights for the cities in Seminole County. They have decided to start with the city of Longwood. This will be on March 25th of next year in our Community Building and Tom Krueger will be involved. He encouraged our Mayor and Commissioners to attend this because it will be a great opportunity to meet with businesses currently in the city and those that are looking to move to the City.

District #4. Mayor Morgan said on December 5th he attended our Municipal Advisory Committee (MAC) MetroPlan Orlando Meeting, and was able to get a follow-up on the traffic lights at the intersection of Ronald Reagan Boulevard and State Road 434. Since they have changed

the timing on the trains, from two minutes to eight minutes, there has been a noticeable difference according to their statistics. He has met with Chief Dowda to look into making Longwood an official Monarch City. A Monarch Butterfly is a rare butterfly. There is only one other Monarch City in Florida and that is Deltona. The City of Longwood already has everything it needs at Reiter Park to attract these butterflies. He is also looking into making Longwood a Purple Heart City. The Purple Heart Trail goes throughout the country. The City would be recognized on their website. Anyone who wants to look up Purple Heart cities and give thanks and praise to those, like Coronel Richardson who received a Purple Heart, can do so on this website. We want to make Longwood a travel destination, and this would give people a reason to visit. On December 6th we had our seven-foot Santa, the Christmas Tree Lighting, and Read with a Hero all in the same event. He thought it was a good marriage between Read with a Hero and having all those kids there to tell Santa what they wanted for Christmas and take pictures. The tree looks gorgeous. There were people from all different walks of life and different cities at the Parade. This continues to be a really good benchmark for how our City continues to grow. On December 11th he was a guest speaker at the ribbon-cutting for the Brain Food Project that the Early Learning Coalition of Seminole and the Florida Department of Health had. This project helps new parents work with their children through the ages of 0 to 3 years old. He said Celebrate the Season was so much fun. This was his son's first time seeing, petting, and riding a pony. The laser show was awesome. We did not even get to the ice skating rink because there was so much to do. He thanked everybody that worked on the event. The following night he was treated to an amazing time at Columbus Harbor. There was a ten-foot bounce house, pony rides, horseback riding, and candlelit sidewalks. He thanked Deputy Mayor Sackett and Joanne Rebello for organizing the Christmas Caroling. They went to six senior centers and put smiles on everybody's faces. This week I am giving a speech at Mar-a-Lago Club on Wednesday, and I am going to meet the President of our Country. I am very excited about that.

District #5. Deputy Mayor Sackett said it is nice to hear about butterflies as a teacher in Florida. There was a man that lived near the stadium at Lyman High School that was a butterfly enthusiast. He would come to speak to every class in the Seminole County schools. He has since passed away, and his butterfly gardens have gone away. I had an operation and was told to take it easy and not to walk far. I did walk about three or four miles in the parade. He went to the Read with a Hero event with the tree lighting, the parade, and Celebrate the Season. He sent accolades to our Acting City Manager for saving a pony whose neck was caught in a rail. Afterward, he went to Northland Church where there were about 8,000 people at their 'Tis the Season' concert. He came back from Fort

Lauderdale in time for the Christmas Caroling for the 16th year. He would like to see the tree lighting at the Celebrate the Season event next year. He said the parade was phenomenally organized. He mentioned the water bill issue and said when there are spikes, there should be an alert to the residents and the Utility Department needs to investigate immediately. He noted he was able to donate 50 bicycles this year.

Commissioner Paris pointed out the parade was the best he had seen. It was very well organized and a job well done.

Mayor Morgan replied to the water spike, saying it did happen to him two years ago and it turned out to be a break to the underground irrigation system. An immediate investigation is definitely called for.

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

10. CONSENT AGENDA

- A. Approve Minutes of the October 21, 2019, Regular Meeting.**
- B. Approve the Monthly Expenditures for November and December 2019.**
- C. Approve the Monthly Financial Report for November 2019.**
- D. Approve an Inter-Agency Agreement for Police Dispatching Services between the Seminole County Sheriff's Office and the City of Longwood Police Department.**

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

11. PUBLIC HEARINGS

- A. Read by title only and adopt Resolution No. 19-1516, establishing the City's Notice of Intent to use the Uniform Method for collecting Non-Ad Valorem Assessments in 2020.**

Mr. Langley read Resolution No. 19-1516 by title only.

Mr. Kirby presented the item and answered questions regarding why this is done every year. It was noted it is a Florida State Statute requirement and a process to notify the Property Appraiser, Tax Collector, and Florida Department of Revenue every year.

Discussion ensued and a question answered regarding why this is done each year.

Mayor Morgan opened the public hearing and no one spoke in favor or opposition to Resolution No. 19-1516.

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

Commissioner Drummond moved to adopt Resolution No. 19-1516 as presented Item 11A. Seconded by Commissioner Paris and carried by a four-to-one (4-1) roll call vote with Deputy Mayor Sackett voting nay.

12. REGULAR BUSINESS

- A. Read by title only and adopt Resolution No. 19-1515, authorizing the Temporary City Manager to apply for a State Revolving Fund (SRF) Loan to fund the Longdale Septic Tank Abatement and Wastewater System Improvement and Expansion Project (WW590540).**

Mr. Langley read Resolution No. 19-1515 by title only.

Mr. Smith presented the Item and said this is the first step in the process to complete and send in the application in order to get the agreement drafted and returned to the City.

Commissioner Shoemaker moved to adopt Resolution No. 19-1515 as presented Item 12A. Seconded by Commissioner Drummond and carried by a unanimous roll call vote.

- B. City Commission discussion and consideration of the services provided by Alternative Claims Management (ACM) and approving a Pilot Program Service Agreement.**

Ms. Ricci presented the Item. She explained this type of coverage is an augmentation to our current property and casualty coverage. It is a nine-month Pilot Program to try the program out. It is only for situations where a non-city employee is at fault, not the City. It goes beyond our current coverage to look for damage recovery, recovery of repair, and inherently related diminution of value, or the loss of use and the loss of revenue that results from the vehicle's related downtime while being repaired and/or

replaced. The Agreement indicates there are no claims, no cost, and no fees for the claims. They do not charge us for these services. They do receive a commission from proceeds only if they are successful in resolving a claim for us. She mentioned the only other City in the state that does this is Edgewater, but I think there is a Pilot Program being launched in Miami Dade. She went over her process when she handles these types of claims and noted she is only dealing with one entity. Operationally, she wants to be sure she can properly handle the claims for the City with the addition of another entity. She clarified with ACM if a claim should happen and get reported, the City gets a check back from the provider. Should it go to legal status, ACM would be willing to work closely with Public Risk Management (PRM) who currently provides those legal services for us. She noted there are three options for the Commission to consider, the first is to pursue dormant claims, the second is to pursue active claims, and the third is to pursue both. The City chooses whether the claim goes to our current provider or to ACM. She wants to make sure the Commission is comfortable with pursuing the product line. She then introduced Mr. Michael Towers and Amanda Cruz, representatives from ACM.

Mr. Michael Towers addressed points of clarification to the Commission. He said when claims get submitted to PRM, the paperwork submitted to them would be the same submitted to ACM. There is not a lot of clerical work involved. Any time there is an incident, it will always be reported to PRM for at least informational purposes only. If you have any third party that is liable for the incident, we would then pick up that ball and go after the third party for any damages, as well as the loss of use and diminution in value, whatever the case might be. In a situation where you are not having PRM handle the physical damage claim, probably in about 15 to 18 months, you are going to start seeing fewer claims getting recorded, and you will start seeing a reduction in your insurance premiums. The other benefit you will have, as far as staff, is you have a \$1,000 deductible. Any claims below \$1,000 these people are handling internally. We would handle those claims for staff which frees up their time.

Ms. Ricci said a couple of years ago we changed our deductible to \$10,000, not \$1,000.

Commissioner Paris said this is something we have been talking about in the City for a little while. I remember talking to Mr. Towers last year or the year before at the Florida League of Cities.

I went on a tour of the local ACM office to get a first-hand view of the work they do and how it is being done and learn about this. He thinks this is a very interesting method for protecting taxpayers because we are talking about value lost that the taxpayers are paying for. I definitely agree with our Human Resources Director that we do not want to look at insurance as a revenue stream, but I do believe that when we lose a police vehicle, an ambulance, or one of our other work trucks, it is a loss in value that our citizens are losing. This is a way to recover those losses when the City is not at fault for destroying or damaging City property. This is the value of the loss of that property being used for the citizens. When it comes to considering which programs or claims we want to look at, in my opinion, we should look at all of them. If there is money on the table or if there is a loss that our taxpayers did not receive, I would like to see our taxpayers made whole. If we have a vehicle that is worth less money than resale, that is a loss to our taxpayers. If we had a fire truck that is out and we had to lease another fire truck or transport vehicle, that is a loss to our citizens in service. He thinks this is a great program and his opinion is to let them look at closed, open, and dormant claims during the nine-month Pilot Program.

Deputy Mayor Sackett asked Mr. Towers what diminution in value means, who provides those numbers, and service fees.

Mr. Towers said diminution of value is when someone hits your vehicle and it has a Carfax or Auto Check, and you will get paid less because it has a damage history. There are industry standards based on what all cars sell for at auction. There are reports you can pull that give you diminution in value. There are several information providers in the industry that will be able to calculate that. He said the insurance industry is not able to recover for administrative fees because they are in the business of insurance. He said service fees would depend on the type of vehicle and issues at hand, like being out a fire truck.

Commissioner Drummond thanked Mr. Towers for coming in. We have had a couple of conversations about this program also. It makes sense for the taxpayers and gives us a way to get some of those costs recouped. He agrees with Commissioner Paris that we go for both the dormant and the active claims.

Mayor Morgan said the City has been dragging their feet with this for quite a while, and is glad both parties got to speak on the

subject. I am in agreement with what Commissioner Paris said earlier.

Commissioner Shoemaker asked Ms. Ricci who insures the leased vehicles.

Ms. Ricci said she believes they are insured through the leasing company. They are not under our plan.

Commissioner Shoemaker said she is in agreement with her fellow Commissioners for both old and new claims.

Deputy Mayor Sackett asked if we could review this program before the nine-month limit is up.

Ms. Ricci said we would be happy to come back at any time. Part of the idea behind the Pilot Program is to get this launched, and then during the nine-month period be able to launch a Request for Proposals (RFP). We could go for four months into the program and then come back and determine what is working and what is not, at which point we can launch an RFP.

Commissioner Paris moved that the City Commission adopt the Pilot Program for ACM, bring back a report in four months, and prepare an RFP to go out for both dormant and active claims. Seconded by Commissioner Drummond and carried by a unanimous roll call vote.

13. CITY MANAGER'S REPORT

Chief Dowda said the Round-Up totals are now on the website under *Longwood News – Pennies for Parks*. It will be updated monthly and you can pull up the totals on the website. From Community Development, LA Fitness is scheduled to open for the new year. The staff has approved plans for the new Subway at the old Patio Grill site. We did not receive any bids on the Lewis House RFP, but Community Development is evaluating alternative ideas to bring back to the Commission. For Public Works, Grant Street was reopened today. He said the completion date for the County Road 427 (Ronald Reagan Boulevard) and Church Street intersection is getting closer. He congratulated Craig Dunn and Joe Whitman, with Information Technology (IT) for working very hard with police employees, Lt. Bruce, Mel Francis, and Marilyn Pardo, on our Federal Department of Law Enforcement (FDLE) Criminal Justice Information Services Audit. Through this audit, they verified that we have proper IT security measures for the sensitive criminal justice material that the Police Department accesses and maintains. We passed

with flying colors thanks to IT's hard work. From Leisure Services, the site plans for the BMX track construction at Candyland has begun. It will tie in nicely with the existing skate park equipment. He wanted to personally thank Chris Capizzi, Ryan Rinaldo, and all of Leisure Service's staff for all their holiday work. This is their busy season, and he thinks they outdid themselves this year. He wanted to specifically thank the Citizens on Patrol (COPs), Certified Emergency Response Team (CERT), Public Works, Fire, and Police for all their work on the parade. It went off without a hitch, and I thank them all.

14. CITY ATTORNEY'S REPORT. None. He wished everyone Happy Holidays.

15. CITY CLERK'S REPORT

Ms. Longo reminded everyone the January 6, 2020 Commission meeting is canceled. The first meeting in January is on January 20, 2020. She has made a post on the City's Facebook page about nightly road closures at State Road 434 under I-4. Florida Department of Transportation (FDOT) is temporarily closing both directions on State Road 434 under I-4 the nights of December 16th through December 18th. They are scheduled to begin at 10:00 p.m. each night and end at 5:00 a.m. This is necessary for the bridgework being done. The detour maps are also on the post. The next Mayors and Managers Meeting will be held on Tuesday, January 14th and will be hosted by the City of Altamonte Springs. On Thursday, February 20th, the Seminole Chamber will be doing their annual State of the County Luncheon at the Hilton in Altamonte Springs. She pointed out last year Commissioner Paris suggested the City purchase a table. The cost of a table for ten is \$600 for members, so if the Commission is in favor of that, she can reserve a table.

Commissioner Paris abstained from voting due to his relationship with the Seminole County Regional Chamber of Commerce.

It was the consensus of the Commission by a unanimous voice vote carried to reserve a table at the event with Commissioner Paris abstaining.

She wished everyone Happy Holidays.

16. ADJOURN. Mayor Morgan adjourned the meeting at 7:28 p.m.

Minutes approved by City Commission: 01-20-2020

 /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.

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