

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

**AGENDA**  
**November 7, 2022**  
**6:00 P.M.**

**Present:**     **Mayor Matt Morgan**  
                 **Deputy Mayor Tony Boni**  
                 **Commissioner Abby Shoemaker**  
                 **Commissioner Matt McMillan**  
                 **Commissioner Brian D. Sackett**  
                 **Dan Langley, City Attorney**  
                 **Clint Gioielli, Acting City Manager**  
                 **Michelle Longo, City Clerk**  
                 **David Dowda, Police Chief**  
                 **Judith Rosado, Financial Services Director**  
                 **Chris Capizzi, Leisure Services Director**  
                 **Chris Kintner, Community Development Director**

- 1.     CALL TO ORDER.** Mayor Morgan called the meeting to order at 6:00 p.m.
- 2.     OPENING INVOCATION.** Mayor Morgan asked Andre Klass to give the invocation.
- 3.     THE PLEDGE OF ALLEGIANCE.** Commissioner McMillan led the Pledge of Allegiance.
- 4.     COMMUNITY ANNOUNCEMENTS.** Ms. Longo read the following announcements.
  - A.     The City of Longwood will host the 9th Annual “Chili Cook-Off” in conjunction with the monthly car show on Saturday, November 12, 2022, from 4:00 p.m. until 6:30 p.m. in the Historic District of Longwood located off of Church Avenue. A taster’s kit can be purchased in advance for \$5.00 or on the day of the show for \$7.00.**
  - B.     The “Downtown Longwood Cruise-In” Car Show will be held on Saturday, November 12, 2022 from 5:00 p.m. until 8:00 p.m. in the Historic District of Longwood located off of Church Avenue.**

- C. **The Senior Matinee will be held on Wednesday, November 16, 2022, from 1:30 p.m. until 3:30 p.m. at the Longwood Community Building, 200 West Warren Avenue. This month's feature is *Marry Me*.**
- D. **Longwood Movie in the Park will be held on Saturday, November 19, 2022 beginning at 7:00 p.m. in Reiter Park, 311 West Warren Avenue. This is a free event and the movie will be *Minions: The Rise of Gru*.**
- E. **The Longwood Arts and Crafts Festival will be held on Saturday, November 19, 2022, from 9:00 a.m. until 5:00 p.m. and Sunday, November 20, 2022, from 9:00 a.m. to 4:00 p.m. Artists and crafters will line the streets in the Historic District of Longwood located off Church Street. There will be food, beverages, and live entertainment. This is a free event and parking will be available at Orlando Health South Seminole.**

**5. PROCLAMATIONS / RECOGNITIONS**

- A. **District #1 Presentation of the Business Person of the Month Award for November 2022 to Andre Klass, Founder & Executive Director of Christian Tech Center Ministries, located at 1006 West State Road 434.**

Commissioner Shoemaker read a brief biography on Andre Klass and then presented him with the Business Person of the Month Award for November 2022. Photographs were then taken.

**6. BOARD APPOINTMENTS**

- A. **Appointment of a member of the Commission as the Primary and Alternate member to serve on the Wekiva Wild & Scenic River System Management Committee (WWSRMC).**

Commissioner Sackett nominated Commissioner Boni as the primary member and Commissioner McMillan as the alternate member to WWSRMC. Seconded by Mayor Morgan and carried by a unanimous voice vote.

- B. **District #4 Nomination to the Land Planning Agency.**

Mayor Morgan nominated Michael Dodane for reappointment to the Land Planning Agency. Nomination carried by a unanimous voice vote.

**7. PUBLIC INPUT**

**A. Public Participation.**

Hal Kantor, Lowndes Law Firm, 215 N. Eola Drive, Orlando, 32801. He introduced his client Chris Butera who is the owner of the land which he planned to talk about. He said the land is unique and has unique characteristics. The land is known as a flag lot in the City Code and he noted it is behind other lots so you do not see it from the street. It is not a common thing particularly in a commercial area, and he referred to a displayed exhibit saying the land is actually two (2) lots. He stated the parcel is located west of State Road 434 and U.S. Highway 17-92 and he was going to be talking about mini storage that is not in the area subject to a moratorium. He referenced his exhibits and stated Acme Comics and Addition Financial Credit Union are in front of the property, and behind the property is the City Public Works Department. The present zoning allows a lot of uses by right like apartments, retail, bars, convenience stores, offices and hotels, but the fact the land is behind other parcels makes those uses unrealistic. He said based upon their marketing efforts, they have determined the highest and best uses are mini storage. They know that the Commission has recently dealt with this issue and they are sensitive to that. He said they would be able to develop it but the City has a specific provision in their land development code that says you have to have 20,000 square feet of retail or restaurant use in order to have mini storage, but that is not practical or possible for this site. He asked the Commission to allow them to process an application for this site for self-storage, they will comply with all provisions of the land development code, and then come back before the Commission to either vote it up or down. He said it is easy to fix the City Code to exclude flag lots from the restriction of 20,000 square feet. He explained there are a number of these units in the community but he suggested four reasons for consideration of this parcel: 1) The City would control a site to a use that is compatible with its location, and it is very low in traffic impact. He noted the Public Works Department is located in the same area and only has one access. 2) The City would create a parcel that has a \$10 to \$15 million valuation so it adds to their tax base with very little impact on things like utilities and life safety concerns. 3) The City would establish a high standard for architecture for these kinds of projects which has been presented to he and his client by a developer for the site. 4) Despite the fact that there are a number of these units, the fact is they are popular and needed for both the residential and commercial community. He was there to ask the Commission to allow them to come forward at their risk, see if they can comply with the provisions in the City Code, and if it makes sense, the Commission could approve or deny their request.

Mr. Butera did not speak.

**8. MAYOR AND COMMISSIONERS' REPORT**

**District #5.** Commissioner Sackett said he thought the Longwood Truck or Treat at Reiter Park was likely the best and most crowded. He also had not heard of any concerns about safety issues during Halloween night, adding some neighborhoods had two-hundred (200) trick-or-treaters while his neighborhood only had ten (10).

Commissioner Sackett asked Mr. Gioielli about a request he made three weeks ago in regards to the Duke Energy grid. A person from Duke Energy was suppose to be in contact with someone but they have yet to do that resulting in frustration for that particular person. He asked if someone else could reach out to the resident.

Mr. Gioielli responded to say staff is aware of the situation, and has been in contact with the resident. He said staff has attempted to contact Duke Energy, and will take Commissioner Sackett's advice to find a different contact so they can facilitate the interaction between the resident and Duke Energy.

Commissioner Sackett reported he attended a MetroPlan meeting. He did not know it was Mobility Week last week but hoped people were walking and riding their bikes more. He asked Mobility Week to be featured next year in the City. According to the Lynx bus report, they have 565,500 riders per day which is a huge number. He said the ridership is up 2,000 since September and is 72% of the pre-pandemic level so they are hoping to grow it back to where it was or even more. They are surveying riders through March 2023 so if someone does ride the bus or train, they can let a surveyor know what they would like, for instance Saturday trip availability. He stated they are doing a Ride and Stride Plan, which should be published by December 2023. This plan involves getting the cars off the road, and people using the bus, train or bike. He said the best item from the meeting was asking Google Maps to create an inclusive bike route system in Seminole County so someone could just focus on the trails while connected with Google.

Commissioner Sackett reminded everyone the next day was Election Day. He said he voted earlier so he did not need to go. He commended the Seminole County of Elections Chris Anderson on a quick turn-around at the polls during early voting.

Commissioner Sackett reported Lyman High School had a very busy week with a Homecoming Parade at Reiter Park which was very successful. The Homecoming Dances for Lyman and Winter Springs took place the past weekend and he had not heard of any problems. He did see people taking photos at the City's Clock Tower which was good advertisement. In addition, Lyman did a musical murder mystery and they were supposed to have district competitions this week but because of the

tropical storm it has been postponed. He mentioned Lyman's football team has had the best record since 2005, and it was great to see alumni at the Homecoming Football Game. He said Veterans Day is November 11 and hopefully Lyman will do their annual tradition ceremony at 8:00 a.m. He said a Kindness Walk was scheduled the same day in memory of Scott Bevis who passed away suddenly and who served as a coach with Longwood Babe Ruth.

Commissioner Sackett mentioned the CALNO (Council of Local Governments in Seminole County) meeting is scheduled November 16 in Casselberry. The Car Show and Chili Cookoff is scheduled November 12 and the Longwood Arts & Crafts Festival is scheduled November 19 and 20.

Commissioner Sackett stated the Clock Tower is a mess such as plants are missing and the weeding is not consistent. He had questions about the new team the City selected to do the landscaping and weeding. He also reported he has been helping care of his wife who had knee surgery and she is recovering nicely with the new knee.

**District #1.** Commissioner Shoemaker said in regards to the upcoming tropical storm she hoped the ground was not too saturated for David Rubin's Heroes Strong Celebration on Sunday, November 13. She may have to miss that event, because she needed to attend the 70<sup>th</sup> birthday for a dear friend and client. She did participate in the ribbon-cutting for a new business in Longwood called Bella Ballerina. She said the dance school is a definite positive for the children. She mentioned she did not have any trick-or-treaters in her neighborhood and had a lot of leftover chocolate.

Commissioner Shoemaker commented she enjoyed the Homecoming Parade held by Lyman High School, and thanked Mayor Morgan for helping her into the back of a truck and City Clerk Michelle Longo for joining her at the parade.

Commissioner Shoemaker addressed the comments made by Mr. Cantor during the Public Participation. She said to her knowledge the City does not have a moratorium per se, and the consensus in her opinion has been no more storage facilities in Longwood. In addition, if the Commission wants to consider a storage building on that property, it should be an agenda item and they should have a chance to do their research and speak with staff. She stated the Commission could not possibly make a decision that night.

**District #2.** Deputy Mayor Boni announced the publication of the new Longwood Life Magazine. He thanked Lake Mary Life Publishing and Chip

Colandreo, Publisher, for creating the magazine for Longwood. He reported on recent events in the City including the Lyman Homecoming Parade which he said was a blast; Longwood Historic Society 5<sup>th</sup> Annual Monster Dash which had close to 300 runners; Walk-n-Roll-a-Thon at Reiter Park for those with paralysis; Bella Ballerina, a ribbon-cutting for new business; Concert for Autism at Reiter Park; Truck or Treat which had nearly double the people from last year; Mayor's Update Luncheon with Mayor Morgan representing Longwood; Teen Challenge Gala, an invite by the Mayor to support a worthwhile organization; CLEO (Community Leaders and Elected Officials) Meeting; Northland Church Community Breakfast with an invite extended to the mayor and city manager, and the church wanting to get more involved with the community and city. Deputy Mayor Boni reminded everyone the next day was Election Day and encouraged everyone to vote. He and his wife participated in early voting which he said was very easy and painless taking about six (6) minutes in total at Lake Mary.

Deputy Mayor Boni recently met with a business owner in District 2, and with the permission of the Commission he asked Mr. Gioielli to look into the issue that involves a property on Wildmere Avenue. He explained the owner has a TUP (Temporary Use Permit) coming up, and he asked Mr. Gioielli to look into what can be done with the TUP whether it can be extended or not.

Mr. Gioielli responded if it was okay with the Commission he did know about the property at 150 Wildmere Avenue. Staff could gather facts, put it as an agenda item, and bring it back to the Commission for their review. The Commission agreed.

**District #3.** Commissioner McMillan echoed recent events in the City including Truck or Treat at Reiter Park with twenty-four (24) businesses and individuals participating. He joined his friend Victoria Mohepur with her Star Wars jeep to hand out candy. He commented when they ran out of candy at the event Ryan Rinaldo, Recreation Manager, was happy to refill their supply. For Halloween night, he set up again the Star Wars character BB-8 on his driveway at Hidden Oaks Estates and handed out candy until about 8:00 p.m. He also reported attending the ribbon-cutting for Bella Ballerina as well as the Concert for Autism, commenting on the versatility of the stage at Reiter Park with the ability to host small or large events. He also was present at the Monster Dash and the Walk-n-Roll-a-Thon afterwards which Mayor Morgan helped bring to the City. He mentioned an organization Rescue Outreach Mission, a homeless shelter in Sanford, which he is involved with. There was an upcoming luncheon hosted by the group which the Commission has been invited to. He planned to use some of his commissioner funds as a contribution to

the mission, which is the only homeless shelter in Seminole County with families and kids living there.

Commissioner McMillan reported on “the true, good and the beautiful”. For “the true”, he said Election Day was the next day as his fellow commissioners mentioned earlier. He pointed out as he did the last Commission meeting there has been location changes since the last general election because of the census. He listed the ones for residents of Longwood and noted they are available at [voteseminole.org](http://voteseminole.org). For “the good”, he saw the community spooky spirit in the City for the entire month of October including the Haunted History Tours at the Bradlee-McIntyre House, Monster Dash by the Longwood Historic Society, Truck or Treat and Walk-n-Roll-a-Thon, and other Truck or Treats at local churches and businesses. He also saw a safe group of trick-or-treaters in his neighborhood at Hidden Oak Estates with the Citizens on Patrol (COP) driving by. He thanked all the volunteers, staff, and businesses that helped make October a fun, family time in Longwood. For “the beautiful”, he has been discussing with the City Manager and City Clerk the fact a local Longwood business known as Enzo’s on the Lake has been sold. The business will not be leaving but has new owners. He wanted to recognize long-time owners Jo Anne Perlini and her late ex-husband Enzo who opened the restaurant in 1980. He remembered growing up Enzo’s was always listed in the newspaper as the winner of different foodie awards, and he was always proud to have the restaurant in the City. He also recalled when Casselberry Mayor David Henson was asked about a hidden gem in Seminole County and he mentioned Enzo’s. Commissioner McMillan asked for recognition for the forty-two (42) years of excellence which Enzo’s has brought to the community.

Commissioner McMillan moved to approve a Certificate of Recognition for Enzo’s on the Lake. Seconded by Commissioner Sackett and carried by a unanimous voice vote.

**District #4.** Mayor Morgan thanked the blue-collar division and other City staff members who worked hard that day preparing sand bags for upcoming Tropical Storm Nicole. He stated they were helping with sandbags that day from noon until 5:00 p.m. and the next day 8:00 a.m. until 5:00 p.m. He also noticed some of the staff had helped at the Truck or Treat event after finishing their work shift. He commended those staff members for their dedication to the City.

Mayor Morgan reported attending the Mayors and Managers meeting in Sanford and thanked Mr. Gioielli for joining him. He said on October 19 he met with AdventHealth and Jen Napier, Community Relations Manager. He was introduced to a staff member who acts as a type of concierge, someone to call if you have any appointments or questions for

AdventHealth. He introduced this person to City staff to help with insurance and health issues. He mentioned a Seminole County City Mayor's Panel held by the Seminole Chamber of Commerce and he was able to promote the City of Longwood through his participation. He thanked Deputy Mayor Boni and Commissioner McMillan for their attendance. He said that same night Teen Challenge held their annual Gala which is their biggest fundraiser of the year. He explained the organization and noted it is an important resource for the community.

Mayor Morgan said he met with Donna Bundy who used to assist with the Taste of Longwood events, and he wants to bring the event back to the City. He received a lot of information from Mrs. Bundy and hoped to partner with the Longwood Historic Society to return the event to the City. He attended the Truck or Treat event which he thought the crowd was larger than normal. He thanked Mr. Capizzi and Mr. Rinaldo for a great job on the event. After talking to people, he noticed many were from other cities and were here for the first time in Longwood. He attended the celebration of the new year Diwali in Orlando, the largest celebration in Central Florida. He met with Exceptional Student Education (ESE) department members about special needs children and some of the changes being made to the department, which he was very impressed with.

Mayor Morgan commented on the recent opening of Bella Ballerina and the fact he wore a tutu over his suit to draw attention to the new dance studio in the City. He accommodated the request of the owner and one of the mothers who had a daughter enrolled at Bella Ballerina. He said the request was worthwhile getting many laughs and attention at the ribbon-cutting. That same evening, he attended the Concert for Autism at Reiter Park. He said Monster Dash is the number one fundraiser for the Longwood Historic Society and was successful. He thanked Jason Byrne, Vice President of the Longwood Historic Society, for his work on the event. Afterwards, he attended the Walk-n-Roll-a-Thon at Reiter Park which he said was an inspiring event showcasing those with paralysis taking their first steps on a red carpet. He said that same day the National Prescription Drug Take Back Day was held at the Longwood Police Department. He said the Lyman High School Homecoming Parade was held recently in the Longwood Historic District giving residents the chance to support the area's youth. He said the football team at Lyman High School won their game this past weekend and did a huge turnaround this year with a 7-3 record. Mayor Morgan mentioned the Community Health Fair was held November 5, and thanked the vendors who participated in the event.

**9. ANY ADDITIONS OR DELETIONS TO THE AGENDA**

City Clerk requested that out of an abundance of caution, an Emergency Ordinance be added to the Agenda as Item 12G. This Item recommends the City Commission read by title only and adopt Emergency Ordinance No. 22-2235 declaring an emergency and adopting emergency regulations to prepare for potential impacts due to Subtropical Storm Nicole.

Mayor Morgan made a motion to add the Item to the agenda.  
Seconded by Deputy Mayor Boni and carried by a unanimous voice vote.

**10. CONSENT AGENDA**

- A. Approve Minutes of October 17, 2022, Regular Meeting.**
- B. Approve the Monthly Expenditures for October 2022.**
- C. Approve a purchase order in the amount of \$425,615.00 to Ceres Environmental for costs related to Hurricane Ian Debris Removal Services.**
- D. Approve a purchase order in the amount of \$200,000.00 to Debris-Tech, LLC for costs related to Hurricane Ian Disaster Debris Monitoring Services.**

Commissioner Shoemaker moved to approve Items 10A through 10D as presented. Seconded by Commissioner McMillan and carried by a unanimous roll call vote.

**11. PUBLIC HEARINGS. None.**

**12. REGULAR BUSINESS**

- A. Read by title only and adopt Resolution No. 22-1617, which amends the fiscal year 2022-2023 budget appropriations in the amount of \$685,615.00.**

Mr. Langley read Resolution No. 22-1617 by title only.

Mr. Gioielli presented the Item and answered questions.

Commissioner Sackett moved to adopt Resolution No. 22-1617 as presented Item 12A. Seconded by Deputy Mayor Boni and carried by a unanimous roll call vote.

- B. Read by title only and adopt Resolution No. 22-1618, amending fiscal year 2022-2023 budget appropriations in the amount of \$15,621.00 to set revenue and expenditures for the 2021 Edward Byrne Memorial JAGC Grant awarded to the Police Department.**

Mr. Langley read Resolution No. 22-1618 by title only.

Mr. Gioielli presented the Item.

Deputy Mayor Boni moved to adopt Resolution No. 22-1618 as presented Item 12B. Seconded by Commissioner Sackett and carried by a unanimous roll call vote.

- C. Approve a purchase order in the amount of \$262,200.00 to Musco Lighting, Inc. for replacing and upgrading all of the existing sports lighting to LED sports lights for the softball field and one baseball field at Candyland Sport Complex. *(Upon approval of this item, included is a budget amendment.)***

Commissioner Sackett moved to approve Item 12C as presented. Seconded by Commissioner Shoemaker and carried by a unanimous roll call vote.

- D. Read by title only and adopt Resolution No. 22-1619, which amends the fiscal year 2022-2023 budget appropriations under the Capital Projects Fund (320) to reallocate funding from the Community Building Floor Replacement project into the Candyland Park Sports Lighting project in the amount of \$2,200.00. *(This item is related and subject to approval of the purchase order included on this agenda.)***

Mr. Langley read Resolution No. 22-1619 by title only.

Mr. Gioielli presented the Item.

Deputy Mayor Boni moved to adopt Resolution No. 22-1619 as presented Item 12D. Seconded by Commissioner Sackett and carried by a unanimous roll call vote.

- E. City Commission consideration and approval of a Historic District Matching Grant Application (HG 02-22) from the Central Florida Society for Historical Preservation, Inc. dba Longwood Historic Society for the Bradlee-McIntyre House located at 130 West Warren Avenue.**

Mr. Kintner presented the Item.

Deputy Mayor Boni moved to approve Item 12E as presented. Seconded by Commissioner Sackett and carried by a unanimous roll call vote.

**F. City Commission approval of the final plat for Don Pablo, a townhome subdivision of eight homes along Myrtle Street.**

Mr. Kintner presented the Item and answered questions.

Deputy Mayor Boni moved to approve Item 12F as presented. Seconded by Commissioner McMillan and carried by a unanimous roll call vote.

**Added On. G. Read by title only and adopt Emergency Ordinance No. 22-2235 declaring an emergency and adopting emergency regulations to prepare for potential impacts due to Subtropical Storm Nicole.**

Mr. Langley read Ordinance No. 22-2235 by title only.

Mr. Gioielli presented the item.

Commissioner McMillan moved to approve Item 12G as presented. Seconded by Deputy Mayor Boni and carried by a unanimous roll call vote.

**13. CITY MANAGER'S REPORT**

Mr. Gioielli reminded everyone Light Up Longwood, a Christmas light contest, has started effective November 1 and ending December 5. He said there is a link on the City website and other social media sites for those who are interested in registration and later voting. The winner will be announced December 19 at the City Commission Meeting. He also reported staff has acquired the painting used for the cover of the first Longwood Life magazine. The painting was displayed in the Commission Chambers and will be located in the lobby at City Hall.

Mr. Gioielli reported the U.S. Highway 17-92 Landscaping Project will begin January 2023 if everything stays on track. He also reported a Certificate of Occupancy has been issued for Twistee Treat and they are now eligible from the City's perspective to open their business as soon as they are ready. He reported after the crash at the Clock Tower located along Ronald Reagan Boulevard and Church Avenue, staff has installed additional street lighting including three (3) lights along Ronald Reagan Boulevard and at the approach of Clock Tower Park, as well as a metal handrail has been replaced.

Mr. Gioielli said regarding Reiter Park, the amphitheater overhead lights have been repaired, the audio system has been updated, and new microphones are available not only for the existing system but also for larger events if needed. In addition, there has been an upgrade to Bluetooth to help with some of the static that was happening with the

older system. He commented the amphitheater is ready for the upcoming holiday season. He also reported as requested by Mayor Morgan staff is adding additional lighting to the playground area at Reiter Park. He stated National Night Out has been rescheduled to January 17 beginning at 5:30 p.m. and ending at 8:00 p.m.

Mr. Gioielli said in regards to Tropical Storm Nicole the storm was anticipated to pass through or near Seminole County on Wednesday night. The prediction was four (4) to six (6) inches of rain in the east Central Florida area, and how that would impact Seminole County was unknown at that point. Concerns were different from the last storm in the sense the focus is on those areas that are saturated, flooded or near flooded which cannot handle any more rainfall. Those areas included the St. John's and Little Wekiva's Rivers. He said sandbag locations have been opened around the County and as noted earlier sandbags are available at the Candyland Sports Complex in Longwood. The City also had set up its Emergency Operations Center and had it on standby should a need arise. With the Commission's approval that night emergency orders are in place enabling staff to respond quickly. Also, utility crews had been out inspecting and servicing when necessary all City pumps, generators, lift stations, stormwater inlets, and fuel reservoirs were at full capacity. He stated in regards to Hurricane Ian he was proud to announce as of yesterday the larger debris removal service had been completed. There have been two (2) full runs through every street in the City to include private streets, and the removal of large vegetative and construction debris. The total cubic yards removed from the City was 14,455, and the initial estimate was 10,000 which was almost 50% higher than originally thought. He said in addition, crews have been able to remove trees that are either hanging or leaning which was important with another storm coming. This week the crews planned to work on the grinding phase where they would mulch up a large pile at Northland Church which will then be taken to the landfill and the restoration of the debris site at the church will begin.

Mr. Gioielli reported Waste Pro after a modified yard waste schedule for the last month is back on track going to each of the homes every Wednesday. He said at Arbor Dog Park trees have been trimmed and removed but the perimeter fence is still down. Staff has been getting quotes in an attempt to get the fence fixed quickly so the park may reopen.

**14. CITY ATTORNEY'S REPORT.** No report.

**15. CITY CLERK'S REPORT**

**A. Consider canceling the January 2, 2023, Regular City Commission Meeting.**

Ms. Longo said in review of the 2023 meeting calendar and fiscal year holidays for 2022-2023, Monday, January 2 the City would be closed in observance of the New Year's Day Holiday. She asked the Commission to consider canceling this meeting noting the next meeting would be January 16.

Commissioner McMillan moved to cancel the January 2, 2023 City Commission Regular Meeting. Seconded by Commissioner Shoemaker and carried by a four-to-one (4-1) voice vote with Mayor Morgan voting nay.

Ms. Longo stated tomorrow is the 2022 General Election and the polls will be open from 7:00 a.m. until 7:00 p.m. The Longwood Community Building will be used as a polling location for Longwood. The Longwood Community Building parking lot and street parking on Wilma Street will be reserved for voters and customers. She noted an email has been sent out advising staff to utilize the City Hall Complex employee parking lot, the grass parking lot at the Police Department, or the City parking lot in front of the Longwood Village Inn. She said as a reminder, Commissioners Sackett and McMillan were unopposed and will be automatically elected for another term. The Swearing-In ceremony will take place on Monday, November 14 at 4:30 p.m. in the Commission Chambers and she would be sending out that notice this week.

Ms. Longo said the annual rotation of the Deputy Mayor will take place at our next meeting on November 21 and it will move from District #2, Commissioner Boni to District #3, Commissioner McMillan. She thanked Commissioner Boni for his service as our Deputy Mayor.

Ms. Longo reported the Municode online publication of the Longwood Code of Ordinances has been completed and updated through Supplement 26, which now includes the Longwood Comprehensive Plan.

Ms. Longo noted tomorrow is the Grand Opening of Alta Cypress Apartments, which are located off Dog Track Road, at 6:00 p.m. On Wednesday is the Sharing Center tour of their new facility at 9:00 a.m. and at 5:00 p.m. is the ribbon cutting for Siam O-Cha Thai Cuisine located on Ronald Reagan Boulevard. She also noted on Friday, November 18 the City will be closing at noon in preparation for the 2022 Longwood Arts & Crafts Festival, and will be closed on Thursday, November 24 and Friday, November 25 for the Thanksgiving Holiday.

**16. ADJOURN.** Mayor Morgan adjourned the meeting at 7:29 p.m.

Minutes approved by City Commission: 11-21-2022

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**Matt Morgan, Mayor**

**ATTEST:**

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**Michelle Longo, MMC, FCRM**  
**City Clerk**