

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

MINUTES
December 2, 2024
6:00 PM

Present: Mayor Matthew McMillan
Deputy Mayor Brian D. Sackett
Commissioner Abby Shoemaker
Commissioner Tony Boni
Commissioner Matt Morgan
Dan Langley, City Attorney
Michelle Longo, City Clerk
David Dowda, Police Chief
Chris Kintner, Community Development Director
Shad Smith, Public Works Director
Michael April, Police Lieutenant

Absent: Clint Gioielli, City Manager

- 1. CALL TO ORDER.** Mayor McMillan called the meeting to order at 6:00 p.m.
- 2. OPENING INVOCATION.** There was no volunteer invocation speaker present at the meeting, therefore a moment of silent meditation was observed.
- 3. THE PLEDGE OF ALLEGIANCE.** Commissioner Morgan led the Pledge of Allegiance.
- 4. COMMUNITY ANNOUNCEMENTS.** Ms. Longo read the following announcements.
 - A. The annual tree lighting will be held on Thursday, December 5, 2024 at 7:00 p.m., followed by a musical performance from Groove Slayers at Reiter Park. Food will be available for purchase.**
 - B. The Longwood Christmas Parade will be held on Saturday, December 7, 2024, beginning at 3:00 p.m. and will make its way through the Historic District of Longwood.**
 - C. Celebrate the Season event will be held on Friday, December 13, 2024, from 6:00 p.m. until 9:00 p.m. at Reiter Park, 311 West Warren Avenue. There will be games, food trucks, snow and a laser light show for the finale.**
 - D. The “Downtown Longwood Cruise-In” Car Show will be held on Saturday, December 14, 2024, from 5:00 p.m. until 8:00 p.m. in the Historic District of Longwood, located off Church Avenue.**

- E. **The Longwood Movie in the Park will be held on Friday, December 20, 2024, beginning at 7:00 p.m. in Reiter Park, 311 West Warren Avenue. This is a free event and the movie will be The Polar Express. Food will be available for purchase.**
- F. **Santa Visits Longwood will be held on Saturday, December 21, and Sunday, December 22 from 11:00 a.m. until 6:00 p.m. or however long it takes to finish each area. Routes are only within city limits and as follows:**

Saturday: East of Ronald Reagan Boulevard

Sunday: West of Ronald Reagan Boulevard

5. PROCLAMATIONS / RECOGNITIONS. None.

6. BOARD APPOINTMENTS. None.

7. PUBLIC INPUT

A. Public Participation. None.

8. MAYOR AND COMMISSIONERS' REPORT

A. Districts #1. Commissioner Shoemaker attended the Ladies Sporting Clay Shoot on November 21 at the Larry Dale Law Enforcement Training Facility and Shot Gun Range at the Sanford Airport. She also attended the Longwood Historic Society Carols & Cocoa event on November 30, along with the lighting of the tree. She thanked the Longwood Rotary Club and Longwood Historic Society.

District #2. Commissioner Boni attended the Longwood Historic Society Carols & Cocoa event on November 30, along with the lighting of the tree. He thanked Officer Dawn Ortiz for her work with the Senior Prom event at the Longwood Community Building on November 26. He reported that the Longwood Rotary Club would fill backpacks for food on Monday, December 9, for Longwood Elementary school students over the Christmas break.

District #3. Mayor McMillan attended the Longwood Historic Society Carols & Cocoa event on November 30, along with the lighting of the tree. He mentioned his mother was still in the hospital, and he had lost his third dog. For the "true," he noted this is the short time of the year, and it gets dark earlier. For the "good" was all the upcoming city events. For the "beautiful" was all the city events.

District #4. Commissioner Morgan attended the Longwood Arts & Crafts Festival and Longwood Historic Society Carols & Cocoa event on November 30, along with the lighting of the tree. He also participated in the historic district tour given by Jason Byrne, President of the Longwood Historic Society. He thanked the Longwood Rotary Club for the cocoa and the Cottage Gift Shop for the cider.

District #5. Deputy Mayor Sackett thanked all those involved with the hospital patient who ended up in his backyard. He attended the Longwood Arts & Crafts Festival, his family's thirty-second

(32nd) year attending. He attended an event at the Sharing Center for Feeding the Homeless, where he provided the invocation. He attended the Lyman High School 100th anniversary celebration and noted Mr. Charlton Henley was in attendance along with all other principles since him, except for one.

9. COMMISSION AND STAFF ADDITIONS OR CHANGES

- A. ADDITIONAL ITEMS RAISED DURING MAYOR'S AND COMMISSIONERS' REPORTS.** None.
- B. ANY ADDITIONS OR DELETIONS TO THE AGENDA.** None.

10. CONSENT AGENDA

- A. Approve the Minutes of the November 18, 2024, Regular Meeting.**
- B. Approve the Monthly Expenditures for October 2024.**
- C. Approval of a purchase order in the amount of \$107,511.98 to AXON Enterprise Inc. for bundled expenses related to AXON body-worn cameras, AXON Taser 10 electronic restraint devices, and necessary related software services.**
- D. Approve the 2025-2028 Combined Operational Assistance and Voluntary Cooperation Mutual Aid Agreement for Joint Traffic Operations between the City of Longwood and the Orange County Sheriff's Office.**
- E. Approve the 2025-2028 SunRail Combined Operational Assistance and Voluntary Cooperation Mutual Aid Agreement between the City of Longwood and the Orange County Sheriff's Office.**
- F. Approve a purchase order in the amount of \$68,750 to Carlisle Thompson, LLC for the procurement of Disaster Recovery Consultant Services.**

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

11. PUBLIC HEARINGS. None.

12. REGULAR BUSINESS

- A. Read by title only and adopt Resolution No. 24-1678, which amends the fiscal year 2023/2024 budget.**

Mr. Langley read Resolution No. 24-1678 by title only.

Ms. Rosado presented the Item.

Commissioner Boni moved to adopt Resolution No. 24-1678 as presented 12A. Seconded by Commissioner Shoemaker and carried by a unanimous voice vote.

- B. Read by title only and adopt Resolution No. 24-1681, which amends the fiscal year 2024/2025 budget for Hurricane Milton expenses.**

Mr. Langley read Resolution No. 24-1681 by title only.

Ms. Rosado presented the Item.

Commissioner Morgan moved to adopt Resolution No. 24-1681 as presented 12B.
Seconded by Deputy Mayor Sackett and carried by a unanimous voice vote.

- C. Read by title only and adopt Resolution No. 24-1682, authorizing the adoption of an agreement with Florida Resiliency and Energy District (FRED) establishing a Commercial Property Clean Energy (C-PACE) Program in the City of Longwood.**

Mr. Langley read Resolution No. 24-1682 by title only.

Chief Dowda presented the Item.

Commissioner Morgan moved to adopt Resolution No. 24-1682 as presented 12C.
Seconded by Deputy Mayor Sackett and carried by a unanimous voice vote.

- D. Read by title only and adopt Resolution No. 24-1684, which authorizes the execution of a Subgrant Agreement between the City of Longwood and the Florida Division of Emergency Management (FDEM) for grant funding related to the Fire Station #15 Flood Risk Reduction Project.**

Mr. Langley read Resolution No. 24-1684 by title only.

Mr. Smith presented the Item.

Commissioner Boni moved to adopt Resolution No. 24-1684 as presented 12D. Seconded by Commissioner Shoemaker and carried by a unanimous voice vote.

- E. Read by title only and adopt Resolution No. 24-1685, approval to execute Amendment No. 1 to the Landscape Construction and Maintenance Memorandum of Agreement between the Florida Department of Transportation and the City of Longwood for the maintenance of the median landscaping along State Road 434, from Rangeline Road to Roberts Street.**

Mr. Langley read Resolution No. 24-1685 by title only.

Mr. Smith presented the Item.

Commissioner Morgan moved to adopt Resolution No. 24-1685 as presented 12E.
Seconded by Deputy Mayor Sackett and carried by a unanimous voice vote.

- F. City Commission to consider the adoption of a Longwood Age-Friendly Action Plan.**

Mr. Kintner presented the Item.

Commissioner Shoemaker moved to approve Item 12F as presented. Seconded by Commissioner Boni and carried by a unanimous voice vote.

G. City Commission to consider an extension to Temporary Use Permit (TUP) 05-22 at 150 East Wildmere Avenue.

Mr. Kintner presented the Item.

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

H. City Commission approval of a Cure Plan for 221 West State Road 434.

Mr. Kintner presented the Item.

Discussion ensued on the Cure Plan and whether this would be the time to have the pole sign updated, if the requirement to update the pole sign would impact the amount that the Florida Department of Transportation (FDOT) would pay for the Cure Plan, and options on how to proceed with the Cure Plan and whether to table the Item.

Deputy Mayor Sackett moved to table the Item to allow staff more time to review options regarding updating the pole sign. Seconded by Commissioner Shoemaker.

Discussion ensued on whether tabling the Item is in the property owner's best interest, understanding that it is the state coming in and taking property. Also noted was that the property owner is already cooperating, and due to the circumstances, they should be able to keep their sign. Another concern was delaying the process by tabling the Item and spending additional time reviewing whether updating the pole sign should be added as a requirement to the Cure Plan.

Mr. Langley noted that the city's process allows the property owner to take an approved plan to FDOT and let them know what can be approved. He did state that FDOT could still dispute this Cure Plan as the only option. Removing an existing sign would be costly and potentially cause a dispute. Also noted was that removing a pole sign and adding a monument sign could take up more room and possibly alter the parking situation.

Mr. Kintner reviewed the process of the Cure Plan and whether there is an issue with forcing the property owner to correct the legal non-conformity, which is the pole sign that is not caused by the FDOT actions, where the city would not make them correct it normally. There is not much space for them to put a monument-type sign in the landscape area, and he was not sure if that would work.

Deputy Mayor Sackett withdrew his motion to table the Item. Commissioner Shoemaker withdrew her second.

Commissioner Morgan moved to approve the Cure Plan as presented. Seconded by Commissioner Boni and carried by a four-to-one (4-1) roll call vote with Deputy Mayor Sackett voting nay.

13. CITY MANAGER’S REPORT

Chief Dowda reminded the Commission to attend the Employee Annual Holiday Luncheon & Awards Ceremony scheduled for Wednesday, December 4, at 11:00 a.m., at the Community Building. He reported that the hurricane debris pick up was completed. He noted that the most recent annual comprehensive financial report qualifies for the Government Finance Officers Association (GFOA) certificate of achievement for excellence in financial reporting.

14. CITY ATTORNEY’S REPORT. No report.

15. CITY CLERK’S REPORT

Ms. Longo reminded the Commission that the nominations for the Martin Luther King, Jr. Good Citizenship Award will be on Agenda for the December 16, 2024, Meeting, with the Presentation scheduled on the Agenda for January 20, 2025.

16. ADJOURN. Mayor McMillan adjourned the meeting at 6:45 p.m.

Minutes approved by City Commission: 12-16-2024.

Matthew McMillan, Mayor

ATTEST:

Michelle Longo, MMC, FCRM
City Clerk