

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

AGENDA
May 3, 2021
6:00 P.M.

1. **CALL TO ORDER**
2. **MOMENT OF SILENT MEDITATION**
3. **THE PLEDGE OF ALLEGIANCE**
 - A. **Election of Mayor**
4. **COMMUNITY ANNOUNCEMENTS**
 - A. **The Lyman High School Senior Car Parade will be held on Monday, May 10, 2021, at 6:30 p.m. and proceed through the Historic District of Longwood.**
 - B. **The Senior Matinee will be held on Tuesday, May 11, 2021, from 1:30 p.m. until 4:30 p.m. at the Longwood Community Building, 200 West Warren Avenue. This month's feature is *News of the World*.**
 - C. **The "Downtown Longwood Food Trucks" will be held on Thursday, May 13, 2021, from 5:30 p.m. until 8:30 p.m. at Reiter Park, 311 West Warren Avenue.**
 - D. **The City of Longwood will host The Sharing Center's 35th Birthday Bash on Saturday, May 15, 2021, from 10:00 a.m. to 4:00 p.m. at Reiter Park, 311 West Warren Avenue. There will be live entertainment, games, shopping, and food trucks.**
 - E. **The "Downtown Longwood Cruise-In" Car Show will be held on Saturday, May 15, 2021, from 5:00 p.m. until 8:00 p.m. in the Historic District of Longwood.**
 - F. **The City of Longwood will host the School of Rock musical performances on Sunday, May 16, 2021, from 10:00 a.m. until 8:00 p.m. at Reiter Park, 311 West Warren Avenue. The students of the School of Rock will have performances throughout the day.**

5. **PROCLAMATIONS / RECOGNITIONS**
 - A. **District #2 Nomination of the Business Person of the Month Award for May 2021.**
 - B. **Proclaiming May 2 through May 8, 2021, as Municipal Clerk’s Week.**
 - C. **Proclaiming May 9 through May 15, 2021, as “National Police Week”; and “Peace Officers Memorial Day”.**
 - D. **Proclamation recognizing The Sharing Center’s 35th Anniversary.**
6. **BOARD APPOINTMENTS**
7. **PUBLIC INPUT**
 - A. **Public Participation.**
8. **MAYOR AND COMMISSIONERS’ REPORT**
Districts #2, #3, #4, #5, and #1.
9. **ANY ADDITIONS OR DELETIONS TO THE AGENDA**
10. **CONSENT AGENDA**
 - A. **Approve Minutes of the April 19, 2021, Regular Meeting.**
 - B. **Approve the Monthly Expenditures for April 2021.**
11. **PUBLIC HEARINGS**
12. **REGULAR BUSINESS**
 - A. **Commissioner McMillan requests a discussion on adding an opening invocation to the Commission Agenda.**
 - B. **Read by title only and adopt Resolution No. 21-1558, which adopts a Grants Administration and Accounting Policy.**
 - C. **Read by title only and adopt Resolution No. 21-1559, which adopts a Fund Balance Policy.**
 - D. **Read by title only and adopt Resolution No. 21-1560, authorizing the execution of a Local Agency Program Agreement between the State of Florida Department of Transportation and the City of Longwood concerning the Cross Seminole Trail Connector**

from Church Avenue and County Road 427 to Cross Seminole Trail.

- E. Read by title only and adopt Resolution No. 21-1561, authorizing the City of Longwood to join with the State of Florida and other local governments as a participant in the Florida Memorandum of Understanding and formal agreements implementing a unified plan.**
- F. City Commission to consider a Historic District Grant Application (HG 01-21) from the Longwood Historic Society for the Bradlee-McIntyre House at 130 West Warren Avenue.**

13. CITY MANAGER'S REPORT

14. CITY ATTORNEY'S REPORT

15. CITY CLERK'S REPORT

16. ADJOURN

Michelle Longo, CMC, FCRM
City Clerk

Notice: All persons are advised that if they decide to appeal any decision made at these meetings/hearings, they will need a record of the proceedings and for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record to include the testimony and evidence upon which the appeal is to be based (per Sec. 286.0105, Florida Statutes). Persons with disabilities needing assistance to participate in any of these meetings should contact the A.D.A. Coordinator at 407-260-3466 at least 48 hours in advance of the meeting.

This is a public meeting, and the public is invited to attend. This agenda is subject to change. In order to address the concerns with the COVID-19 pandemic and in accordance with the requirements of Seminole County Executive Order 2020-030, social distancing requirements will be strictly adhered to and persons attending this meeting are required to wear a face-covering unless exempted from wearing face coverings as stated in Section 5 of Executive Order 2020-030.

Persons can obtain an electronic copy of the agenda packet for this meeting by making a public records request to the City Clerk's Office by calling (407) 260-3441 or emailing clerk@longwoodfl.org.

Future Meetings:	May 17, 2021	6:00 p.m.	Regular Meeting
	June 7, 2021	6:00 p.m.	Regular Meeting

**INSTRUCTIONS FOR VIRTUAL
LONGWOOD CITY COMMISSION MEETING
May 3, 2021**

The above meeting is open to the public and all persons are invited to participate. Due to the COVID-19 pandemic, the meeting will also be held via Communications Media Technology (CMT). In order to address the concerns with COVID-19 and in accordance with the requirements of Seminole County Executive Order 2020-030, social distancing requirements will be strictly adhered to and persons attending this meeting are required to wear a face-covering unless exempted from wearing face coverings as stated in Section 5 of Executive Order 2020-030.

To participate in the City Commission meeting on May 3, 2021, you have the following options:

1. Attend in person. The Meeting will be held at Longwood City Commission Chambers, 175 West Warren Avenue, Longwood, Florida. The Commission Chambers is set-up keeping social distancing in mind and chairs are spaced accordingly. There is also access via audio broadcasting provided outside the building at the north-west side entry area of the Commission Chambers.

2. You may watch the meeting online by joining a Zoom Meeting [May 3, 2021, Longwood City Commission Zoom Meeting](#)

Meeting ID: 845 1322 0643
Meeting password: long0503

To join by phone +1 929 205 6099

3. The Meeting will continue to be streamed Live on the City of Longwood Facebook page and can be viewed online at www.facebook.com/CityofLongwoodFL. The City's Livestream and archived livestreams of City Commission meetings are intended for convenience and ease of access for persons who may be unable to attend such meetings in person. The City does not intend to nor shall the livestream platform be interpreted in any way to create a public forum of any kind. The City will not respond to posts, comments, requests, or questions that are submitted on or through the Facebook livestream platform.

4. **To address the concerns with the COVID-19, for this Meeting, public comment will be handled as follows:** If an interested person desires to provide public comment, all comments must be provided to the City Clerk, Michelle Longo **no later than 3:00 p.m. on the day of the meeting at mlongo@longwoodfl.org, or placed in the Drop Box outside of the Utility Billing office at 155 West Warren Avenue, FL 32750.** Provide your full name, address, telephone number, along with the subject matter and comments.

If requested by the commenter, timely received, and if the required identifying information referenced in the previous paragraph has been provided, comments will be read into the record at the appropriate time. All other comments received by the deadline will be distributed to the Mayor, Commissioners, and appropriate staff prior to the start of the meeting but not read into the record during the meeting.

5. To request to speak during the virtual meeting, you will need to join the meeting via **Zoom**. At the time of the meeting enter **Meeting ID: 845 1322 0643 Meeting password: long0503** to be connected to the meeting. Once connected to the Zoom meeting, you must enter your name, address, and telephone number along with the subject matter to be discussed into a chat window and you will be called on at the appropriate time and heard during the meeting by telephone.

For additional information or assistance please contact the following prior to the meeting:

1. For public comment questions: Michelle Longo, City Clerk, mlongo@longwoodfl.org or (407) 260-3441
2. For questions on connecting to the meeting: Craig Dunn, Director of Information Technology, cdunn@longwoodfl.org or (407) 263-2333