

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

AGENDA
October 5, 2020
6:00 P.M.
(Virtual Meeting – Zoom)

1. **CALL TO ORDER**
2. **MOMENT OF SILENT MEDITATION**
3. **THE PLEDGE OF ALLEGIANCE**
4. **COMMUNITY ANNOUNCEMENTS**
 - A. The “Downtown Longwood Food Trucks” will be held on Thursday, October 8, 2020, from 5:30 p.m. until 8:30 p.m. at Reiter Park, 311 West Warren Avenue.
 - B. The “Downtown Longwood Cruise-In” Car Show will be held on Saturday, October 10, 2020, from 5:00 p.m. until 8:00 p.m. in the Historic District of Longwood located off Church Avenue.
 - C. Orlando Health, South Seminole Hospital will sponsor the “Concert in the Park” Event on Saturday, October 10, 2020 from 7:00 p.m. until 9:00 p.m. at Reiter Park, 311 West Warren Avenue. Music starts at 7:00 p.m. and food will be available for purchase. The band will be *ColorBlind Dinosaurs* and this is a free event.
 - D. Movie Night with a Purpose benefiting Operation Underground Railroad will be held on Saturday, October 17, 2020, beginning at 6:00 p.m. in Reiter Park, 311 West Warren Avenue. This is a free event and the movie will be *A Dog’s Purpose*.
5. **PROCLAMATIONS / RECOGNITIONS**
 - A. Presentation of the Beautification Award to F&D Woodfired Italian Kitchen located at 1000 West State Road 434.
6. **BOARD APPOINTMENTS**
 - A. District # 2 (At Large) Nomination to the Parks & Recreation Advisory Board.

- B. **District #3 Nomination to the Parks & Recreation Advisory Board.**
7. **PUBLIC INPUT**
- A. **Public Participation.**
8. **MAYOR AND COMMISSIONERS' REPORT**
Districts #1, #2, #3, #4, and #5.
9. **ANY ADDITIONS OR DELETIONS TO THE AGENDA**
10. **CONSENT AGENDA**
- A. **Approve Minutes of the September 21, 2020, Regular Meeting.**
 - B. **Approve the Monthly Expenditures for September 2020.**
 - C. **Approve a purchase order in the amount of \$73,308 to Futron, Incorporated for renewal of an information technology managed services agreement and authorize the Acting City Manager to sign the renewal document.**
 - D. **Approve a purchase order in the amount of \$72,422 to Ricoh USA Inc. for expenses related to year three of a four-year equipment lease.**
 - E. **Approve a piggyback agreement with Ferguson Enterprises, LLC (Ferguson Waterworks) for water and sewer materials and approve a purchase order in the amount of \$95,000 to Ferguson Waterworks.**
 - F. **Approve a purchase order in the amount of \$75,000 to Hydra Service Inc., to provide for pumps, parts, and repairs related to the City lift stations and authorize the Acting City Manager to sign all associated documents.**
 - G. **Approve a purchase order in the amount of \$130,000 to Sunstate Meter and Supply, Inc., as suppliers of City residential and commercial water meters and related materials.**
 - H. **Approve a change order in the amount of \$78,300.40 to the Pegasus Engineering purchase order #20002460 for engineering services and permitting associated with the UPS Joint Use Stormwater Pond Expansion and Bennett Drive Drainage Improvements Project.**
 - I. **Approve a change order in the amount of \$99,157.48 to the Barnes, Ferland and Associates (BFA) purchase order #20000519**

for additional professional engineering services related to the East Longwood Phase II Septic Tank Abatement and Wastewater System Improvement Expansion Project.

- 11. PUBLIC HEARINGS**
 - A. Read by title only and adopt Ordinance No. 20-2188, proposing approval of a Small Scale Comprehensive Plan Amendment (SPA 03-20).**
 - B. Read by title only, set October 19, 2020, as the second public hearing date, and approve the first reading of Ordinance No. 20-2189, amending the Longwood Development Code.**
- 12. REGULAR BUSINESS**
- 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.

Future Meetings:	October 19, 2020	6:00 p.m.	Regular Meeting
	November 2, 2020	6:00 p.m.	Regular Meeting

INSTRUCTIONS FOR VIRTUAL LONGWOOD CITY COMMISSION MEETING OCTOBER 5, 2020

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 October 5, 2020, 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 [October 5, 2020, Longwood City Commission Zoom Meeting](#)

Meeting ID: 824 7881 0248
Meeting password: long1005

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: 824 7881 0248 Meeting password: long1005** 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