

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

**AGENDA**  
**October 19, 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 Orlando Health, South Seminole Hospital will sponsor the “Concert in the Park” event on Saturday, October 24, 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 *Black Canvas* and this is a free event.
  - B. The Longwood Historic Society will host its third annual “Monster Dash 5K” on Saturday, October 31, 2020, from 7:00 a.m. to 10:00 a.m. in the Historic District of Longwood located off Church Avenue. All proceeds will go to benefit historic preservation in Longwood. Prizes will be awarded for best Halloween costumes. Register online at [www.historiclongwood.com](http://www.historiclongwood.com).
5. **PROCLAMATIONS / RECOGNITIONS**
  - A. District #4 Nomination of the Business Person of the Month Award for November 2020.
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 October 5, 2020, Regular Meeting.
  - B. Approve the Monthly Expenditures for October 2020.
  - C. Approve the Monthly Financial Report for September 2020.
  - D. Approve the donation of vacation and/or sick leave from City personnel to Damain Wint for medical leave.
  - E. Approve a purchase order in the amount of \$352,859 to Helping Hand Lawn Care, Inc. for Citywide mowing services.
11. PUBLIC HEARINGS
  - A. Read by title only and adopt Ordinance No. 20-2189, amending the Longwood Development Code.
  - B. Read by title only, set November 2, 2020, as the second public hearing date, and approve the first reading of Ordinance No. 20-2195, creating a new Chapter 60 of the Longwood City Code providing for Impact Fees related to new development.
12. REGULAR BUSINESS
  - A. City Commission discussion on reappointment of the Acting City Manager.
  - B. City Commission approval of a Historic District Matching Grant application for the property located at 151 West Church Avenue, the Christ Church.
  - C. Read by title only and adopt Resolution No. 20-1544, updating the fee schedule for the Community Development Department.
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:	November 2, 2020	6:00 p.m.	Regular Meeting
	November 16, 2020	6:00 p.m.	Regular Meeting

# INSTRUCTIONS FOR VIRTUAL LONGWOOD CITY COMMISSION MEETING OCTOBER 19, 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 19, 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 19, 2020, Longwood City Commission Zoom Meeting](#)

**Meeting ID: 847 5000 9887**  
**Meeting password: long1019**

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](http://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](mailto: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: 847 5000 9887 Meeting password: long1019** 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](mailto:mlongo@longwoodfl.org) or (407) 260-3441
2. For questions on connecting to the meeting: Craig Dunn, Director of Information Technology, [cdunn@longwoodfl.org](mailto:cdunn@longwoodfl.org) or (407) 263-2333