

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

**MINUTES**  
**June 19, 2023**  
**6:00 P.M.**

**Present:** Mayor Tony Boni  
Deputy Mayor Matthew McMillan  
Commissioner Abby Shoemaker  
Commissioner Matt Morgan  
Commissioner Brian D. Sackett  
Dan Langle, City Attorney  
Clint Gioielli, City Manager  
Michelle Longo, City Clerk  
David Dowda, Police Chief  
Chris Kintner, Community Development Director  
Ryan Rinaldo, Recreation Manager

1. **CALL TO ORDER.** Mayor Boni called the meeting to order at 6:04 p.m.
2. **OPENING INVOCATION.** There was no volunteer invocation speaker present at the meeting, and Mayor Boni asked Bert Fonseca, who was present, to come forward and provide the invocation.
3. **THE PLEDGE OF ALLEGIANCE.** Mayor Boni led the Pledge of Allegiance.
4. **COMMUNITY ANNOUNCEMENTS.** Ms. Longo read the following announcements.
  - A. **The Senior Matinee will be held on Wednesday, June 21, 2023, from 1:30 p.m. until 3:30 p.m. at the Longwood Community Building, 200 West Warren Avenue. The movie will be *80 for Brady*.**
  - B. **The City of Longwood and the Florida Symphony Youth Orchestras present the *When in Rome* concert on Sunday, June 25, 2023, from 6:00 p.m. until 8:30 p.m., at Reiter Park, 311 West Warren Avenue. This is a free concert.**

- C. **The City of Longwood, in partnership with iHeart Media, will host an Independence Day Celebration on Saturday, July 1, 2023, from 5:00 p.m. until 9:00 p.m. at Reiter Park, 311 West Warren Avenue. There will be live music, food trucks, and a firework show which will begin around 9:00 p.m. Parking will be available in the parking lot of the Orlando Health South Seminole Hospital and at the Longwood SunRail Station. This is a free event.**
- D. **The “Downtown Longwood Cruise-In” Car Show will be held on Saturday, July 8, 2023, from 5:00 p.m. until 8:00 p.m. in the Historic District of Longwood.**
- E. **A Food Truck Battle and Concert in the Park will be held on Saturday, July 15, 2023, from 4:00 p.m. until 9:00 p.m. at Reiter Park. The concert will begin at 7:00 p.m. and feature *Southbound 75*.**

**5. PROCLAMATIONS / RECOGNITIONS**

- A. **District #5 Nomination of the Business Person of the Month Award for July.**

Commissioner Sackett nominated AAA Trophies for the Business Person of the Month for July 2023. Nomination carried by a unanimous voice vote.

- B. **Nomination of the Beautification Award.**

Commissioner Sackett nominated Billed Right, 256 Rangeline Road for the Beautification Award. Nomination carried by a unanimous voice vote.

**6. BOARD APPOINTMENTS.** None.

**7. PUBLIC INPUT**

- A. **Public Participation.** None.

**8. MAYOR AND COMMISSIONERS' REPORT**

**District #4.** Commissioner Morgan thanked everyone for their prayers and thoughts during his back surgery. He attended the Flag Retirement Ceremony, which he called outstanding.

Commissioner Morgan moved to approve a proclamation in honor of Flag Day or for the day of the Flag Retirement Ceremony next

year and each year after that. Seconded by Commissioner Sackett and carried by a unanimous voice vote.

Commissioner Morgan stated he wanted to ensure the City continues to have the proper staff members present at Reiter Park to set up the audio for the band concerts and ensure appropriate guidelines are followed.

Mr. Gioielli responded that the City is monitoring the audio of band concerts, and an audio engineer has been on site to address the issues. He mentioned a recent event where he met with Commissioner Morgan, and unfortunately, the regular sound crew could not attend. Staff had to use a backup audio group unfamiliar with the different dynamics, but they adjusted quickly. He stated that the audio is taken seriously for every event at the park.

Commissioner Morgan stated he hoped at the next Commission meeting to provide an update on his findings about the Florida Live Local Act.

**District #5.** Commissioner Sackett said he attended all the events as much as his eyes would allow him, with his eye surgery scheduled the next day. He mentioned he was thrilled to hear that two (2) new bicycle repair stations will be put on bike routes, one at Candyland Sports Complex and the other at Fire Station 15. He said the bicycle repair stations make the City more rideable, and he thanked the City Manager and Parks and Recreation Advisory Board for their work.

**District #1.** Commissioner Shoemaker said she attended the Council of Local Governments in Seminole County meeting (CALNO) on behalf of Commissioner Sackett. She reported it was a good presentation by Seminole County, which is working on a new flood map and watershed, and kudos were given to City Engineer Shad Smith by the engineer working on that project. Also, at the CALNO meeting was Cindy Kingston with the Seniors Intervention Group, who complimented Longwood Corporal Kim Feld for her work with the group. She reported other updates from the meeting, which included Seminole State College (SSC) women's golf team winning their fifth national championship and the college taking on a new role lobbying legislative programs with students. They hosted a Military Academy Day with U.S. Senator Rick Scott and U.S. Representative Cory Mills to promote more interest in the military with students. The SSC's spring commencement ceremony awarded 2,000 degrees and certificates, giving out \$240,000 in scholarships for new students. In addition, SSC reported that Florida's K-20 public education system is ranked number one (1) in the country, according to U.S. News & World Report. Commissioner Shoemaker said the City of Winter Springs plans to build fourteen (14) pickleball courts and hold a Fourth of July

celebration. The City of Altamonte Springs is planning an automotive wrap vehicle program funded by the state as a learning lab to teach other cities and an interim program for students providing an overview of leadership in the City, thirty (30) to forty (40) hours a week, fifteen dollars (\$15) an hour. The Seminole County Tourism Development Council approved a hotel tax fee, but this does not pertain to Longwood at this time. The City of Casselberry is continuing with park improvements, Art House expansion, and a new police station is underway, with completion expected in September and a Sunset Drive Livable Street initiative. The City of Lake Mary spoke about the legislative process resulting from the Live Local Act. She shared that she felt how the Commission handled the Live Local Act at their meeting could not have been better and went very well, where everyone was allowed to ask questions. She reported that the City of Oviedo is considering a new police department, plans for Mitchell Hammock safety improvements, a Juneteenth event, and a Fourth of July Celebration.

Commissioner Shoemaker attended the Board Appreciation Dinner, the Heroes Strong Flag Retirement Ceremony, and the VFW Memorial Day event.

**District #2.** Mayor Boni attended a MetroPlan meeting on behalf of Commissioner Sackett and shared that changes are planned with I-4 from State Road 434 up to U.S. Highway 17-92, which will impact the City. He stated that the Juneteenth Celebration got rained out. He attended the Board Appreciation Dinner and thanked Ms. Longo and her team for planning the dinner.

Mayor Boni attended the Flag Retirement Ceremony, commenting that the event has increased in size, over 4,000 flags collected, 472 flags were retired, and the remaining flags were retired the next day. He thought the ceremony and the number of flags might be the largest in Central Florida, if not the state.

**District #3.** Deputy Mayor McMillan wished everyone a belated Father's Day. He mentioned an event in May that he and Mayor Boni attended. The Sunshine State Angels Gowns fundraiser provides burial gowns made from wedding dresses to grieving parents. He attended the Board Appreciation Dinner and thanked all volunteers on the different boards. He commented that he served on the Charter Advisory Board and encouraged citizens to send applications for board appointments. On June 17, he attended a Third Annual Casino Night for Crossroads Corral, a therapeutic horse charity.

Deputy Mayor McMillan commented that he was glad to see the events he attended utilizing the Longwood Community Building. He described the Community Building as one corner of the town square with a fountain, gazebo, City administrative offices, and a church. Everyone gathers in that area for Car Shows, Easter Egg Hunts, Parades, Christmas events, and Arts and Crafts Festivals. He said the town square concept and the village green (Reiter Park) are part of the vision for Longwood's Historic District. He mentioned the success of the Flag Retirement Ceremony and the upcoming Fourth of July Celebration brings people together forming a community.

Deputy Mayor McMillan said that regarding the Live Local Act, he was happy to know Commissioner Morgan is working with legislators. Still, he wanted residents to know the City is not helpless or at the mercy of developers. Staff has worked very hard in the advanced development of commercial projects. He and fellow commissioners received an update at the Seminole Chamber of Commerce Luncheon Meeting from Tom Krueger, City Economic Development Manager, regarding future development projects in the City. He stated that Longwood is fortunate to already have commercial projects underway, which will help control its destiny. Another factor he mentioned was the possibility of annexation of nearby properties.

Deputy Mayor McMillan reported on the true, good, and beautiful. For the "true," he mentioned Juneteenth, and unfortunately, the City's Juneteenth Celebration was rained out over the weekend. He explained the holiday that started in Galveston, Texas, in 1865 after the conclusion of the Civil War. Florida commemorates the Emancipation Proclamation on May 20 because the order was executed in Tallahassee eleven (11) days after the conclusion of the war on that date. For the "good," he saw reverence for the flag at the Flag Retirement Ceremony by young people and veterans who retired flags as they should be honored. For the "beautiful," he met with a former classmate to plan an event at Reiter Park. They walked from the park to Alestone Brewing, and everything along the way looked great, including Reiter Park, the church, and the Community Building. The walk was beautiful, and the event is being planned.

9. **ANY ADDITIONS OR DELETIONS TO THE AGENDA.** None.
10. **CONSENT AGENDA**
  - A. **Approve the Minutes of the May 15, 2023, Regular Meeting.**
  - B. **Approve the Monthly Expenditures for June 2023.**

- C. **Approve Monthly Financial Report for May 2023.**
- D. **Approve a Risk Protection Order Filing Agreement between the Seminole County Sheriff's Office and the City of Longwood.**
- E. **Approve an Inter-Agency Agreement for legal services for forfeiture actions between the Seminole County Sheriff's Office and the City of Longwood.**
- F. **Acceptance of the 2022 Complete Streets Annual Report.**

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

## 11. PUBLIC HEARINGS

- A. **Read by title only and adopt Ordinance No. 23-2238, a Small-Scale Comprehensive Plan Amendment (SPA 02-23) requesting a land use and zoning change for the property located at 700 Wilma Street.**

Mr. Langley read Ordinance No. 23-2238 by title only.

Mayor Boni opened the public hearing. No one spoke in favor or opposition to Ordinance No. 23-2238.

Commissioner Morgan moved to close the public hearing. Seconded by Commissioner Sackett and carried by a unanimous voice vote.

Commissioner Sackett moved to adopt Ordinance No. 23-2238 as presented Item 11A. Seconded by Commissioner Morgan and carried by a unanimous roll call vote.

## 12. REGULAR BUSINESS

- A. **Read by title only and adopt Resolution No. 23-1631, which proposes an expanded Small Business Improvement Grant Program to replace the Façade Improvement Grant Program established in 2019.**

Mr. Langley read Ordinance No. 23-1631 by title only.

Mr. Kintner presented the Item and reviewed changes to the program to help better target incentives and address issues for prospective and current business owners not covered under the Façade Improvement Grant program.

This resolution proposes reformatting the program in the following ways:

- The grant is specifically tailored to restaurants, bakeries, coffee shops, and ice cream parlors. This very specific list could be expanded, but this is an effort to limit the funds to those projects that are most often requested by our citizens and uses that often require significant improvements to an existing unit to occupy the space legally.
- The eligible improvements now include interior improvements – but those improvements that are most likely to remain with the unit and support a future user should the initial applicant relocate or close.
  - Staff opted against making hoods and other commercial kitchen equipment part of the grant program because they are often removed and re-sold if a business closes.
- Some exterior improvements remain included but are now limited by additional language ensuring that the improvements are truly decorative and provide an aesthetic improvement to the building. Additionally, the exterior improvements are limited to façade improvements, including outdoor seating spaces, and no longer allow signage (which can be business specific and not suitable to future uses), landscaping, parking lot re-sealing and re-stripping, and other activities that were covered in the façade grant program.
- The resolution creates a staff committee to review applications, and a scoring system that will result in higher-scoring projects being eligible for higher dollar amounts. The maximum matching amount of the current program is \$10,000, the scoring system allows for projects to receive as high as \$20,000 in matching funds but also allows a lower tier with a \$5,000 maximum.

Commissioner Morgan moved to adopt Resolution No. 23-1631 as presented Item 12A. Seconded by Commissioner Shoemaker and carried by a unanimous roll call vote.

**B. City Commission approval of a set of banners created to be installed along Ronald Reagan Boulevard as part of the approved promotional banner program with CGI Communications, Inc.**

Mr. Rinaldo presented the Item.

Commissioner Sackett moved to approve banner options 1A, 1C, and 2D to match the design format of 1A and 1C. Seconded by Commissioner Morgan and carried by a unanimous roll call vote.

**13. CITY MANAGER'S REPORT**

Mr. Gioielli reported that the staff had reached a tentative agreement with the police union. He will summarize changes from the existing agreement and present it to the Commission for review. Staff will move forward with negotiations with the blue-collar group, which includes Public Works and Leisure Services.

Mr. Gioielli said work has started on replacing sod on State Road 434. The staff will work on it in the mornings and complete other tasks in the afternoons as the heat increases. He reported that the Butterfly Garden at Reiter Park had been updated with over forty (40) new butterfly-attracting plants, a new butterfly-shaped sitting bench, and a new center-cut walking path through the middle of the garden.

Mr. Gioielli stated that staff has been working on the proposed budget and reminded the Commission to attend a budget workshop on July 11 at 2:00 p.m. in the Commission Chambers. He reported that median improvements are underway at U.S. Highway 17-92, but there is a concern with the timeline. The vendor's completion date is in six (6) days, and he anticipated them being out of compliance. He said there is a contract in place to protect the City. He added that the staff is pushing diligently to motivate the vendor to finish the work. He reported staff is out to bid on the next septic to sewer abatement project phase, East Longwood, Phase 2, with one-hundred twenty-two (122) connections involved. Staff is actively working on the bid, and prices have gone up, as well as the interest rate on state loans. They hope adjustments will be made with grant money provided by the State.

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

**15. CITY CLERK'S REPORT**

Ms. Longo reminded the Commissioners City Offices will be closed on July 4 and the regular meeting on Monday, July 3 was canceled. The next meeting will be the Budget Work Session on Tuesday, July 11 at 2:00 p.m. Followed by the next regular Commission meeting on Monday, July 17. She also stated, if you have not already done so, please complete your Form 1, Statement of Financial Interests and return them to the Seminole County Supervisor of Elections office on or before Monday, July 3. The 2023 Florida League of Cities Annual Conference will be held August 10-



12 in Orlando. She asked the Commissioners to let her know if they plan to attend so she could get them registered.

**16. ADJOURN.** Mayor Boni adjourned the meeting at 6:53 p.m.

Minutes approved by City Commission: 07-17-2023

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**Tony Boni, Mayor**

**ATTEST:**

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

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