

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

**AGENDA**  
**March 16, 2026**  
**6:00 PM**

1. **CALL TO ORDER**
2. **OPENING INVOCATION**
3. **THE PLEDGE OF ALLEGIANCE**
4. **COMMUNITY ANNOUNCEMENTS**
  - A. **The Senior Matinee will be held on Wednesday, March 18, 2026, from 1:30 p.m. until 3:30 p.m. at the Longwood Community Building, 200 West Warren Avenue. This month's feature is *Green and Gold*.**
  - B. **The Magic 107.7 Easter Egg Hunt will be on Saturday, April 4, 2026, from 9:30 a.m. until 12:00 p.m. The hunt will be held in the Historic District around Longwood City Hall, 175 West Warren Avenue, and will feature an egg hunt, prizes, and giveaways. Parking will be available at the SunRail Station, Downtown Longwood, and the Longwood Orlando Health Emergency Room back parking lot. This is a free event.**
5. **PROCLAMATIONS / RECOGNITIONS**
  - A. **Nomination of the Beautification Award for the Second Quarter of 2026.**
6. **BOARD APPOINTMENTS**
7. **PUBLIC INPUT**
  - A. **Public Participation.**
8. **MAYOR AND COMMISSIONERS' REPORT**
  - A. **Districts #1, #2, #3, #4 and #5**
9. **COMMISSION AND STAFF ADDITIONS OR CHANGES**
  - A. **ADDITIONAL ITEMS RAISED DURING MAYOR'S AND COMMISSIONERS' REPORTS**
  - B. **ANY ADDITIONS OR DELETIONS TO THE AGENDA**

**10. CONSENT AGENDA**

- A. Approval of the March 2, 2026, Regular Meeting and the March 3, 2026, Strategic Planning Workshop Meeting Minutes.**
- B. Approve the Monthly Expenditures for February 2026.**
- C. Approve the Monthly Financial Report for January 2026**
- D. Approval of Purchase Order for \$452,833.55 to Huffman Inc. DBA NuWave Concrete for new Sidewalk Installation/Repair Projects, and Stormwater Structure Repair Projects.**
- E. Approval of an Inter-Agency Agreement between the Seminole County Sheriff's Office and the City of Longwood for Criminal Justice Computer Services and Support.**
- F. Approval of fleet replacement between Ricoh USA, Inc. and the City of Longwood for citywide copiers, printers and wide format scanners.**

**11. PUBLIC HEARINGS**

- A. Read by title only, set April 6, 2026, as the second public hearing date, and approve the first reading of Ordinance No. 26-2279, allowing Special Education Schools in the Industrial Core zoning district.**
- B. Read by title only, set April 6, 2026, as the second public hearing date, and approve the first reading of Ordinance No. 26-2280, amending the Land Development Code and City Code of Ordinances to authorize, where permitted by law, publication of required advertisements and public notices on a publicly accessible website, in lieu of publication in a newspaper of general circulation.**

**12. REGULAR BUSINESS**

- A. Read by title only and adopt Resolution No. 26-1715, amending the FY 25-26 budget.**
- B. Presentation and Discussion Regarding the Method of Electing the Mayor and Review of the 2019–2020 Charter Advisory Committee Proceedings.**

**13. CITY MANAGER'S REPORT**

**14. CITY ATTORNEY'S REPORT**

**15. CITY CLERK'S REPORT**

**16. ADJOURN**

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.

Any invocation that is offered before the official start of the Commission meeting shall be the voluntary offering of a private person, to and for the benefit of the Commission. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Commission or the city staff, and do not necessarily represent their individual religious beliefs, nor are the views and beliefs expressed by an invocation speaker intended to suggest the City's allegiance to or preference for any particular religion, denomination, faith, creed or belief. Persons in attendance at the City Commission meeting are invited to stand during the opening invocation and Pledge of Allegiance. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered. You may exit the City Commission Chambers and return upon completion of the opening invocation if you do not wish to participate in or witness the opening invocation.

This is a public meeting, and the public is invited to attend. The agenda is subject to change. 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](mailto:clerk@longwoodfl.org).

Future Meetings:	April 6, 2026	6:00 PM	Regular Meeting
	April 20, 2026	6:00 PM	Regular Meeting

## Agenda Item 10A

**To:** The Honorable Mayor and City Commissioners

**From:** Liane Cartagena, City Clerk

**Date:** March 16, 2026

**Subject:** Approval of the March 2, 2026, Regular Meeting and the March 3, 2026, Strategic Planning Workshop Meeting Minutes.

**Introduction:**

The City Clerk is presenting the minutes of the March 2, 2026, Regular Meeting and the March 3, 2026, Strategic Planning Workshop Meeting for approval.

**Background/Discussion:**

**Budget Impact:**

This item has no anticipated impact on the budget.

**Recommendation:**

The City Clerk recommends the approval of the March 2, 2026, Regular Meeting Minutes and the March 3, 2026, Strategic Planning Workshop Meeting Minutes.

**REQUESTED MOTION/ACTION:**

I move to approve Item 10A as presented.

**Prepared By:**

Liane Cartagena, City Clerk

**Reviewed By:**

Liane Cartagena, City Clerk

**Attachments:**

1. CC03-02-2026Mins
2. CC03-03-2026AgendaWS\_Mins

## Agenda Item 10B

**To:** The Honorable Mayor and City Commissioners

**From:** Dustin Woolbright, Director of Financial Services

**Date:** March 16, 2026

**Subject:** Approve the Monthly Expenditures for February 2026.

**Introduction:**

This agenda item requests the City Commission approve the total payment of processed bills in the amount of \$340,561.69 from February 15 through February 28, 2026, which includes check numbers from 170237 through 170322.

**Background/Discussion:**

Per Section 6.10(A) of the City Charter, the City Manager must certify that there are sufficient unencumbered funds within the budgeted appropriations to cover obligations when they become due and payable.

**Budget Impact:**

There are sufficient unencumbered funds to cover these obligations.

**Recommendation:**

The City Manager and Financial Service Director recommend the approval of expenditures in the amount of \$340,561.69.

**REQUESTED MOTION/ACTION:**

I move to approve Item 10B as presented.

**Prepared By:**

Dustin Woolbright, Director of Financial Services

**Reviewed By:**

William Watts, City Manager

**Attachments:**

1. Monthly Expenditures

## Agenda Item 10C

**To:** The Honorable Mayor and City Commissioners

**From:** Dustin Woolbright, Director of Financial Services

**Date:** March 16, 2026

**Subject:** Approve the Monthly Financial Report for January 2026

**Introduction:**

Pursuant to the Longwood City Code of Ordinance Section 2-182, the City Manager is to provide monthly financial reports to the City Commission. This Unaudited Monthly/Quarterly Financial Report meets the requirements as set forth in the Code of Ordinances.

**Background/Discussion:**

Monthly Financial Reports are required to be submitted to the City Commission during the second meeting of each month in accordance with Section 2-182 of the City Code of Ordinances.

The Commission is currently provided with a monthly financial report for approval at the second meeting of each month in accordance with Section 2-182 of the City Code of Ordinances. This item is a report of the budgeted financial activity for the month of January 2026.

In addition to the monthly and quarterly financial reports, included on this agenda are the budget transfer report for the month of December 2025 and detailed information on the Purchasing Card expenses for the period of January 5, 2026, through February 4, 2026.

**Budget Impact:**

The Unaudited Monthly Financial Report reflects a modified budget and actuals for the month of January 2026.

**Recommendation:**

The City Manager and the Director of Financial Services recommend approval of the Unaudited Financial Reports as of January 2026.

**REQUESTED MOTION/ACTION:**

I move to approve Item 10C as presented.



## Agenda Item 10C

**Prepared By:**

Dustin Woolbright, Director of Financial Services

**Reviewed By:**

William Watts, City Manager

**Attachments:**

1. Purchasing Card Expense Report
2. Budget Transfer Report January 2026
3. Unaudited Financial Report as of January 2026

## Agenda Item 10D

**To:** The Honorable Mayor and City Commissioners

**From:** Shad Smith, Public Works Director

**Date:** March 16, 2026

**Subject:** Approval of Purchase Order for \$452,833.55 to Huffman Inc. DBA NuWave Concrete for new Sidewalk Installation/Repair Projects, and Stormwater Structure Repair Projects.

### **Introduction:**

This agenda item requests the City Commission approval of a purchase order in the amount of \$452,833.55 to Huffman Inc. DBA NuWave Concrete for construction services associated with multiple sidewalk installation and repair projects, as well as stormwater structure repairs.

### **Background/Discussion:**

The City of Longwood Sidewalk Installation/Repair Projects are designed to enhance pedestrian infrastructure along priority corridors, with emphasis on safety, accessibility, and connectivity. The scope includes construction of new sidewalks, replacement and rehabilitation of existing sidewalk segments, and installation of ADA-compliant curb ramps to meet federal accessibility standards. These improvements will enhance walkability, provide safer pedestrian routes, and support continued community growth and mobility.

In addition to pedestrian improvements, this project includes repairs to several stormwater structures that have been damaged or have deteriorated beyond acceptable service conditions. These repairs are necessary to restore the structures to design standards and improve the overall performance of the City's stormwater conveyance system.

### **Sidewalk Improvements Include:**

- Foggy Brook Pl. from 1047 to 1066 (new construction)
- Oxford St. from Grand Wildmere Cove to Wildmere Ave. (new construction)
- S. Grant St. from Pinta Pl. to Dog Track Rd. (new construction)
- S. Grant St. Sidewalk ADA Ramps (new construction)
- S. Grant St. Sidewalk Repairs from Pinta Pl. to SR 434 (repairs)
- S. Grant St. Sidewalk Repairs from SR 434 to E. Church Ave. (repairs)
- N. Grant St. Sidewalk Repairs from E. Church Ave. to Rosedale Ave. (repairs)
- 502 N. Grant St. Sidewalk Adjustment (repairs)

**Stormwater Structure Repairs Include:**

- 123 Margo Ln.
- 937 Longdale Ave.
- 881 W. Warren Ave.
- 141 N. Wayman St.

The project will be completed utilizing a piggyback agreement through Seminole County Invitation for Bid (IFB-604269-22/LNF), ensuring competitive pricing, procurement compliance, and cost efficiency.

**Budget Impact:**

Funding in the amount of \$452,833.55 is available and has been budgeted in the following account lines:

Project Name	Project Cost	Account Line
Foggy Brook Pl. Sidewalks	\$ 64,906.80	310-3520-541-6335
Oxford St. Sidewalks	\$ 129,791.21	310-3520-541-6335
S. Grant St. Sidewalks	\$ 95,857.02	310-3520-541-6318
S. Grant St. Sidewalk ADA Ramps	\$ 27,975.15	310-3520-541-6318
S. Grant St. Sidewalk Repairs from Pinta Pl. to SR 434	\$ 35,481.88	310-3520-541-6318
S. Grant St. Sidewalk Repairs from SR 434 to E. Church Ave.	\$ 22,570.99	310-3520-541-6318
N. Grant St. Sidewalk Repairs from E. Church Ave. to Rosedale Ave.	\$ 28,953.22	310-3520-541-6328
502 N. Grant St. Sidewalk Repairs to Adjust Slope	\$ 13,797.70	310-3520-541-6328
937 Longdale Ave. Driveway & Inlet	\$ 7,402.50	310-3520-541-6328
		406-3520-541-4600
881 W. Warren Ave. Sidewalk & Inlet	\$ 14,097.68	310-3520-541-6328
		406-3520-541-4600
141 N. Wayman St. Sidewalk & Inlet	\$ 5,712.00	310-3520-541-6328
		406-3520-541-4600

<b>Total</b>	<b>\$ 452,833.55</b>	
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**Recommendation:**

The City Manager and Public Works Director recommend approval of a purchase order in the amount of \$452,833.55 to Huffman Inc. DBA NuWave Concrete for construction services related to the Sidewalk Installation/Repair and Stormwater Structure Repair Projects, and authorization for the City Manager to execute all related documents.

**REQUESTED MOTION/ACTION:**

I move to approve Item 10D as presented.

**Prepared By:**

Shad Smith, Public Works Director

**Reviewed By:**

William Watts, City Manager

**Attachments:**

1. NuWave Proposal
2. NuWave Maps
3. Huffman Inc. Piggyback Contract\_12-08-2023

## Agenda Item 10E

**To:** The Honorable Mayor and City Commissioners

**From:** David Dowda, Police Chief

**Date:** March 16, 2026

**Subject:** Approval of an Inter-Agency Agreement between the Seminole County Sheriff's Office and the City of Longwood for Criminal Justice Computer Services and Support.

**Introduction:**

This agenda item requests City Commission approval for the Mayor and Police Chief to sign an inter-agency agreement between the Seminole County Sheriff's Office and the City of Longwood for criminal justice computer services.

**Background/Discussion:**

On May 30, 2017, the City Commission approved the Mayor to sign an inter-agency agreement between the Seminole County Sheriff's Office and the City of Longwood for criminal justice computer services and support.

The Seminole County Sheriff's Office presently has the benefit of access to the Florida Criminal Justice network (CJNet), National Crime Information Center (NCIC), the Florida Crime Information Center (FCIC), and the Interstate Identification Index (III) via network connectivity to the Florida Department of Law Enforcement. The sheriff's office has developed sophisticated law enforcement software which is presently in use by the Longwood Police Department, and other criminal justice agencies, and is supported and maintained by sheriff's office staff on a seven days per week, twenty-four hours per day basis. The administration of the Longwood Police Department has determined it is advantageous to enter into a contractual agreement with Seminole County Sheriff's Office for the provision of criminal justice computer software services, including continued access to FCIC and state/national criminal justice information for the administration of criminal justice. The Seminole County Sheriff's Office and the Longwood Police Department will terminate the agreement for similar services entered into on May 30, 2017, upon execution of this agreement.

Florida Statutes 163.01(2) and 163.01(14) permit public entities to enter into inter-local agreements with each other to exercise jointly any power, privilege, or authority which such agencies share in common and which each might exercise separately.

**Budget Impact:**

This item has no anticipated impact on the budget.

## Agenda Item 10E

**Recommendation:**

The City Manager and Police Chief recommend the City Commission approve the Mayor and Police Chief signing this agreement.

**REQUESTED MOTION/ACTION:**

I move to approve Item 10E as presented.

**Prepared By:**

David Dowda, Police Chief

**Reviewed By:**

William Watts, City Manager

**Attachments:**

1. Seminole County Sheriff's Office and City of Longwood Computer Services Agreement

## Agenda Item 10F

**To:** The Honorable Mayor and City Commissioners

**From:** Craig Dunn, IT Director

**Date:** March 16, 2026

**Subject:** Approval of fleet replacement between Ricoh USA, Inc. and the City of Longwood for citywide copiers, printers and wide format scanners.

**Introduction:**

This agenda item requests the City Commission approve the Ricoh fleet replacement project and authorize the City Manager to sign any appropriate documents related to the project.

**Background/Discussion:**

The current lease for the City's fleet of copiers, printers and wide format scanners is set to expire, and this agenda item provides for a new equipment lease. The term of the new equipment lease is 48 months and provides for replacing the existing Ricoh copiers and printers. The contract includes the lease, equipment maintenance services and toner.

The total monthly estimated cost will be \$3,608 for each month of the 48-month term. Based on the amount budgeted for the copier and printer expenses, the City will save \$1,809 per month, \$21,704 per year and \$86,816 over the 48 months of the lease.

**Budget Impact:**

Funds are available in the fiscal year 2025/2026 General Fund/Information Technology Department budget in account line 001-1640-513-4400/rental and leases.

**Recommendation:**

The City Manager and Information Technology Director recommend approval of the Ricoh fleet replacement project and authorize the City Manager to sign any appropriate documents related to the project.

**REQUESTED MOTION/ACTION:**

I move to approve Item 10F as presented.

**Prepared By:**

Craig Dunn, IT Director



## Agenda Item 10F

**Reviewed By:**

William Watts, City Manager

**Attachments:**

1. Ricoh New Lease Document Package 48 Months

## Agenda Item 11A

**To:** The Honorable Mayor and City Commissioners

**From:** Chris Kintner, Community Development Director

**Date:** March 16, 2026

**Subject:** Read by title only, set April 6, 2026, as the second public hearing date, and approve the first reading of Ordinance No. 26-2279, allowing Special Education Schools in the Industrial Core zoning district.

### **Introduction:**

This agenda item requests that the Land Planning Agency conduct a public hearing for Ordinance 26-2279, an ordinance allowing Special Education Schools in the Industrial Core zoning district.

### **Background/Discussion:**

- At the January 19th City Commission meeting, One School of the Arts & Sciences made a request of the City Commission to re-zone property at 477 Commerce Way to accommodate a school.
- 477 Commerce Way is located in the Florida Central Commerce Park area and carries the Industrial Core zoning.
- Industrial Core does not have schools as an allowable use. This is in part due to an effort by the City Commission to address an issue where the City received numerous requests for uses that do not pay property taxes (specific to this instance, religious institutions and schools) for warehouse space in the City's main industrial area. As the industrial area is the City's most stable source of ad valorem tax revenue and the most concentrated area of businesses, and as religious institutions and schools do not pay taxes, the increase in non-taxable properties the City faced in 2011 threatened to impact that stability.
- In between the February 2nd meeting and the LPA meeting, representatives from One School indicated they would be leasing the building on favorable terms and would not own the building outright. To the extent that this remains the situation, the parcel would not be fully exempt from property taxes.
- After discussion at the February 2nd City Commission meeting, staff was directed to bring forward an ordinance that would change the table of allowable uses to allow special education schools in the Industrial Core district.

## Agenda Item 11A

- In consideration of the issues above, staff has incorporated language that would limit the impact of this ordinance on other properties, including a sunset provision for April 2027.

### **Budget Impact:**

The most recent data on the Seminole County Property Appraiser's website indicates that 477 Commerce Way would pay \$12,632.65 in taxes to the City of Longwood based on its valuation. One School has indicated that they would be leasing the office building and thus the parcel would not be exempt from paying property taxes to the extent that this arrangement remains.

### **Recommendation:**

The City Manager and Community Development Director recommend the approval of Ordinance No. 26-2279 on the first reading and set April 6, 2026, as the second public hearing date.

### **REQUESTED MOTION/ACTION:**

I move to approve Ordinance No. 26-2279 on the first reading and set April 6, 2026, as the second public hearing date.

### **Prepared By:**

Chris Kintner, Community Development Director

### **Reviewed By:**

William Watts, City Manager

### **Attachments:**

1. Ordinance No. 26-2279

## Agenda Item 11B

**To:** The Honorable Mayor and City Commissioners

**From:** Liane Cartagena, City Clerk

**Date:** March 16, 2026

**Subject:** Read by title only, set April 6, 2026, as the second public hearing date, and approve the first reading of Ordinance No. 26-2280, amending the Land Development Code and City Code of Ordinances to authorize, where permitted by law, publication of required advertisements and public notices on a publicly accessible website, in lieu of publication in a newspaper of general circulation.

**Introduction:**

This item requests consideration to amend certain sections of the City Code of Ordinances and the Land Development Code to authorize publication of required advertisements and public notices on a publicly accessible website in accordance with section 50.0311, Florida statutes, and City Resolution 26-1710.

**Background/Discussion:**

The City Commission adopted Resolution 26-1710 authorizing the City to utilize Seminole County's publicly accessible website for online publication of legal notices pursuant to section 50.0311, Florida Statutes, where permitted by law.

Florida Statute 50.0311 authorizes municipalities to publish legally required advertisements and public notices on a publicly accessible website, instead of publication in a newspaper of general circulation, when the statutory conditions are satisfied.

Various provisions of the City Code of Ordinances and the Land Development Code currently require publication in a newspaper of general circulation. Certain of those publication requirements are imposed by local ordinance (rather than mandated by state or federal law) and may be amended to authorize online publication consistent with section 50.0311, Florida Statutes.

The proposed ordinance authorizes online publication only where and to the extent permitted by state law and only when the City's use of online publication complies with section 50.0311, Florida Statutes.

## Agenda Item 11B

**Budget Impact:**

The proposed amendments are expected to reduce annual expenditures related to newspaper publication of legally required advertisements and public notices.

**Recommendation:**

The City Manager and City Clerk recommend the approval of Ordinance No. 26-2280 on the first reading and set April 6, 2026, as the second public hearing date.

**REQUESTED MOTION/ACTION:**

I move to approve Ordinance No. 26-2280 on the first reading and set April 6, 2026, as the second public hearing date.

**Prepared By:**

Liane Cartagena, City Clerk  
Daniel W. Langley, City Attorney

**Reviewed By:**

William Watts, City Manager

**Attachments:**

1. Ordinance No. 26-2280
2. Resolution No. 26-1710

## Agenda Item 12A

**To:** The Honorable Mayor and City Commissioners

**From:** Dustin Woolbright, Director of Financial Services

**Date:** March 16, 2026

**Subject:** Read by title only and adopt Resolution No. 26-1715, amending the FY 25-26 budget.

**Introduction:**

This agenda item requests the City Commission read by title only and adopt Resolution No. 26-1715, which amends the Fiscal Year 2025/2026 Budget.

**Background/Discussion:**

The purpose of this amendment is to fund a Purchasing Coordinator position. Currently, the Purchasing Manager is the only funded position in the Purchasing Department and is responsible for all procurement-related functions. As the City prepares to undertake several large-scale capital projects, the Purchasing Manager's focus will need to shift toward managing complex bidding and contracting processes. Establishing a Purchasing Coordinator position will help manage day-to-day procurement activities, allowing the Purchasing Manager to concentrate on these high-priority projects.

**Budget Impact:**

There is no impact on fund balance. This position will be funded for the rest of the fiscal year using the personnel budget available in the Financial Services department. This amendment will transfer the necessary budgetary funds from the Financial Services personnel budget lines to the Purchasing personnel budget lines.

**Recommendation:**

The City Manager and the Director of Financial Services recommend approving Resolution No. 26-1715.

**REQUESTED MOTION/ACTION:**

I move to approve Resolution No. 26-1715 as presented.

**Prepared By:**

Dustin Woolbright, Director of Financial Services



## Agenda Item 12A

**Reviewed By:**

William Watts, City Manager

**Attachments:**

1. Resolution No. 26-1715
2. Exhibit A

## Agenda Item 12B

**To:** The Honorable Mayor and City Commissioners

**From:** Liane Cartagena, City Clerk

**Date:** March 16, 2026

**Subject:** Presentation and Discussion Regarding the Method of Electing the Mayor and Review of the 2019–2020 Charter Advisory Committee Proceedings.

**Introduction:**

This agenda item provides a presentation and discussion, initiated by Commissioner McMillan regarding potential changes to the method of electing the Mayor. The presentation includes a review of the 2019–2020 Charter Advisory Committee discussions and draft Charter language that was considered but not adopted.

**Background/Discussion:**

During the 2019–2020 Charter Review process, the Charter Advisory Committee examined various aspects of the City Charter, including Article III, Section 3.03 regarding the method of selecting the Mayor. The Committee discussed multiple alternatives, including maintaining the existing system in which the City Commission selects the Mayor from among its members and the possibility of a Mayor elected at large by the voters.

At the May 28, 2020, meeting, draft Charter amendment language was presented that would have created a Mayor-Commissioner elected at large while maintaining the Council-Manager form of government. The proposal would have reduced the number of commission districts from five to four and designated the at-large commissioner as Mayor. The proposed amendment did not alter the powers, duties, or compensation of the Mayor and did not establish a strong mayor form of government.

Following discussion, the Charter Advisory Committee voted on a motion to reject the proposed amendment. The motion passed by a 3–2 vote. As a result, the proposal did not advance to the City Commission for consideration as part of the Charter amendments placed on the November 3, 2020, ballot.

Commissioner McMillan has requested the opportunity to present historical information and materials related to the prior Charter Advisory Committee discussions and the draft amendment that was considered at that time. The presentation is intended to provide context and facilitate discussion regarding whether the City Commission wishes to consider potential future Charter amendments related to the method of electing the Mayor.

## Agenda Item 12B

**Budget Impact:**

This item has no anticipated impact on the budget.

**Recommendation:**

The City Manager and City Clerk recommend the City Commission receive the presentation and provide direction if desired.

**REQUESTED MOTION/ACTION:**

None.

**Prepared By:**

Liane Cartagena, City Clerk

**Reviewed By:**

William Watts, City Manager

**Attachments:**

1. Charter Review Report - Mayorship - Commissioner McMillan
2. Longwood Population Maps
3. 05-28-2020 Charter Minutes Item 4A
4. Proposed Charter Amendments – Section 3.01 (a) (c), 3.03 (a) (b)
5. Ordinance No. 20-2183 - Amendments to the Charter to Submit for Elections 2020