

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

**AGENDA**  
**July 20, 2026**  
**6:00 PM**

- 1. CALL TO ORDER**
- 2. OPENING INVOCATION**
- 3. THE PLEDGE OF ALLEGIANCE**
- 4. COMMUNITY ANNOUNCEMENTS**
- 5. PROCLAMATIONS / RECOGNITIONS**
  - A. District #3 Presentation of the Business Person of the Month Award for July 2026 to Jill Byrne, Owner of The Parc Pet Suites, Sports, and Spa, 700 N. US Highway 17-92.**
  - B. Presentation of the Beautification Award to V-Care Assisted Living Facility of Longwood, 480 E. Church Avenue for the 3rd Quarter of 2026.**
  - C. Proclaiming July as “Parks and Recreation Month” in the City of Longwood.**
- 6. BOARD APPOINTMENTS**
- 7. PUBLIC INPUT**
  - A. Public Participation.**
  - B. Presentation by Katie Cowan, Founder/Owner, and Maureen Mulvaney, Co-Founder of Cue the Music at The Canopy, regarding a proposed building concept for 150 Jessup Avenue.**
- 8. MAYOR AND COMMISSIONERS’ REPORT**
  - A. Districts #3, #4, #5, #1, and #2.**
- 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 June 15, 2026, Regular Meeting Minutes and Work Session Meeting Minutes of June 17, 2026.
- B. Approval of the Monthly Expenditures for June 2026.
- C. Approval of the Monthly Financial Report for May 2026.
- D. Approval of an agreement with ADP, Inc. for Workforce Now Human Capital Management (HCM) and Time & Attendance Services.
- E. Approval to correct a Scrivener's Error in Ordinance No. 22-2219.
- F. Approval of the construction of a toilet and sink with necessary plumbing and sewer connection at the Candyland staff office, utilizing Recreation Impact Fees in the amount of \$23,730.00.
- G. Approval of a \$16,000.00 increase to Purchase Order No. 26-00240 with United Sweeping, LLC for Citywide Street Sweeping Services.

#### **11. PUBLIC HEARINGS**

- A. Read by title only and adopt Ordinance No. 26-2285, amending Chapter 26 - Cemetery, of the Longwood City Code of Ordinances.

#### **12. REGULAR BUSINESS**

- A. Set the Tentative Millage Rate for the 2026-2027 Fiscal Year beginning October 1, 2026, and authorize the Director of Financial Services to complete the Certification of Taxable Value (DR-420) and Maximum Millage Levy Preliminary Disclosure (DR-420MMP) forms via the Department of Revenue's eTRIM System.
- B. Read by title only, set August 3, 2026, as the Public Hearing date, and approve the first reading of Ordinance No. 26-2286, amending Section 2-423 of the Longwood City Code of Ordinances to allow for fire safety inspection and lift assist fees.
- C. Approval of a revised Comprehensive Emergency Management Plan (CEMP).
- D. Read by title only, adopt Resolution No. 26-1728 amending the Fiscal Year 2025/2026 Budget, and authorize funding for the City Hall Emergency Generator Replacement Project.
- E. Approval of a purchase order for \$127,915.00 to GenServe, Inc. for the purchase of an Emergency Generator Replacement at the City Hall Complex.
- F. Read by title only, set August 3, 2026, as the Public Hearing date, and approve the first reading of Ordinance No. 26-2287, a Master Service Assessment Ordinance.
- G. Designation of a Member of the City Commission to be the voting delegate for the City of Longwood at the August 2026 Florida League of Cities Annual Business Meeting.

- 13. CITY MANAGER’S REPORT
- 14. CITY ATTORNEY’S REPORT
- 15. CITY CLERK’S REPORT
- 16. ADJOURN

Liane Cartagena  
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.

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.

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| Future Meetings: | August 3, 2026  | 6:00 PM | Regular Meeting |
|                  | August 17, 2026 | 6:00 PM | Regular Meeting |