

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

AGENDA (RESCHEDULED)
September 10, 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, September 16, 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 / *Can Only Imagine 2*.
 - B. A memorial ceremony to honor 9/11 will take place on Friday, September 11, 2026, at 8:30 a.m. at the Hero's Monument located near Reiter Park.
5. PROCLAMATIONS / RECOGNITIONS
 - A. District #4 Presentation of the Business Person of the Month Award for September 2026 to Jahaira Ortolaza, Owner of Pixie's Magical Corner Patisserie, 1014 West State Road 434, Longwood.
11. PUBLIC HEARINGS (PART I)
 - A. Read by title only, set September 21, 2026, as the public hearing date, and approve the first reading of Ordinance No. 26-2289, which fixes the tentative rate of ad valorem taxation for the fiscal year commencing October 1, 2026, and ending September 30, 2027.
 - B. Read by title only, set September 21, 2026, as the public hearing date, and approve the first reading of Ordinance No. 26-2290, which adopts tentative revenues, expenditures, and fund balances for the City's fiscal year budget commencing October 1, 2026, and ending September 30, 2027.
 - C. Read by title only and adopt Resolution No. 26-1738, which establishes a Solid Waste Assessment.
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 August 17, 2026, Regular Meeting Minutes.**
- B. Approve the Monthly Expenditures for August 2026.**
- C. Approval of Purchase Order in the amount of \$69,722.08 to Civil/Site Engineering, Inc. for Construction Engineering and Inspection Services associated with the Citywide Paving 2026 Project.**

11. PUBLIC HEARINGS (PART II)

- D. Read by title only and adopt Resolution No. 26-1735, which creates the 2026 Wastewater Assessment Area.**

12. REGULAR BUSINESS

- A. Read by title only and adopt Resolution No. 26-1736, adopting the annual non-ad Valorem assessment rolls for various wastewater, road paving, and neighborhood beautification assessments for the 2026 tax rolls.**
- B. Read by title only and adopt Resolution No. 26-1737, which amends the FY 2025/2026 budget for the purchase of capital equipment and execution of a purchase order.**
- C. Read by title only, set September 21, 2026, as the public hearing date, and approve the first reading of Ordinance No. 26-2291, approving the extension of the Non-Exclusive Franchises for the Collection of Commercial Solid Waste and/or Recovered Materials for an additional twelve (12) months.**
- D. Read by title only, set September 21, 2026, as the second public hearing date, and approve the first reading of Ordinance No. 26-2292, which updates Longwood City Code of Ordinances, Chapter 66, Garage Sale Permits.**

- E. Read by title only, set September 21, 2026 as the public hearing date, and approve the first reading of Ordinance No. 26-2293, amending Article II, Chapter 78, Section 78-43 of the Longwood City Code related to communications facilities in the public rights of way.

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.

Future Meetings:	September 21, 2026	6:00 PM	Regular Meeting
	October 5, 2026	6:00 PM	Regular Meeting

Agenda Item 11A

To: The Honorable Mayor and City Commissioners

From: Dustin Woolbright, Director of Financial Services

Date: September 10, 2026

Subject: Read by title only, set September 21, 2026, as the public hearing date, and approve the first reading of Ordinance No. 26-2289, which fixes the tentative rate of ad valorem taxation for the fiscal year commencing October 1, 2026, and ending September 30, 2027.

Introduction:

This agenda item recommends the City Commission read by title only, set September 21, 2026, as a public hearing date, and approve the first reading of Ordinance No. 26-2289, which fixes the tentative rate of ad valorem taxation for the fiscal year commencing October 1, 2026, and ending September 30, 2027.

Background/Discussion:

Every fiscal year the City must establish and adopt a tentative rate of ad valorem taxation to fund the delivery of City services to its citizens. The City must also compute the rolled-back rate per Florida Statute 200.065 and announce the percent increase or decrease relative to the fixed rate of taxation established by the City Commission.

The tax rate being proposed for Fiscal Year 2026/2027 is 5.5000 per \$1,000 of non-exempt assessed valuation. Said rate is 5.78% higher than the rolled-back rate of 5.1997 per \$1,000 of non-exempt assessed valuation as computed by F.S. 200.065.

Budget Impact:

This item has no anticipated impact on the budget.

Recommendation:

The City Manager and Director of Financial Services recommend the approval of Ordinance No. 26-2289, which fixes the tentative rate of ad valorem taxation for the fiscal year commencing October 1, 2026, and ending September 30, 2027.

REQUESTED MOTION/ACTION:

I move to approve the first reading of Ordinance No. 26-2289 and set September 21, 2026, as the final public hearing date.



Agenda Item 11A

Prepared By:

Dustin Woolbright, Director of Financial Services

Reviewed By:

William Watts, City Manager

Attachments:

1. Ordinance No. 26-2289

Agenda Item 11B

To: The Honorable Mayor and City Commissioners

From: Dustin Woolbright, Director of Financial Services

Date: September 10, 2026

Subject: Read by title only, set September 21, 2026, as the public hearing date, and approve the first reading of Ordinance No. 26-2290, which adopts tentative revenues, expenditures, and fund balances for the City's fiscal year budget commencing October 1, 2026, and ending September 30, 2027.

Introduction:

This agenda item recommends the City Commission read by title only, set September 21, 2026, as a public hearing date, and approve the first reading of Ordinance No. 26-2290 which adopts tentative revenues, expenditures, and fund balances for the City's fiscal year budget commencing October 1, 2026, and ending September 30, 2027.

Background/Discussion:

Every fiscal year, the City must establish and adopt a tentative annual budget for the ensuing fiscal year. Said budget shall contain estimated revenues, proposed expenditures, proposed capital expenditures, and anticipated net surplus for the ensuing fiscal year. Ordinance No. 26-2290, along with the attached budget, complies with Florida law and the City's Charter.

Budget Impact:

This item has no anticipated impact on the budget.

Recommendation:

The City Manager and Director of Financial Services recommend the City Commission read by title only, set September 21, 2026, as a public hearing date, and approve the first reading of Ordinance No. 26-2290, which adopts tentative revenues, expenditures, and fund balances for the City's fiscal year budget commencing October 1, 2026, and ending September 30, 2027.

REQUESTED MOTION/ACTION:

I move to approve the first reading of Ordinance No. 26-2290 and set September 21, 2026, as the final public hearing date.

Prepared By:

Dustin Woolbright, Director of Financial Services



Agenda Item 11B

Reviewed By:

William Watts, City Manager

Attachments:

1. Ordinance No. 26-2290
2. FY 26-27 Proposed Budget Book

Agenda Item 11C

To: The Honorable Mayor and City Commissioners

From: Dustin Woolbright, Director of Financial Services

Date: September 10, 2026

Subject: Read by title only and adopt Resolution No. 26-1738, which establishes a Solid Waste Assessment.

Introduction:

This agenda item recommends the City Commission adopt Resolution No. 26-1738, which establishes the 2026 Solid Waste Assessment, establishes the properties and amounts to be collected therein, and confirms the non-ad valorem rolls for the Solid Waste Assessment.

Background/Discussion:

The City Commission enacted Ordinance No. 26-2287 to provide for the creation of assessments to fund eligible municipal services, facilities, and programs. The Ordinance establishes a two-step process for the creation of assessment areas and the collection of assessments on the property tax bill. The first step is the adoption of an initial assessment resolution. Resolution No. 26-1733 was adopted on August 3, 2026, and established the proposed solid waste assessment area, the methodology for the assessment, and the public hearing date. The second step is the adoption of a final assessment resolution establishing the assessment roll and the amount of the assessment following the required public hearing.

In October 2025, the City entered into a new agreement with Waste Pro of Florida, Inc. for the provision of solid waste and recycling collection services. Under the agreement, the City currently bills residents monthly through the utility billing system and remits payment to Waste Pro based on the amounts collected. The contract also provides for a change in billing beginning October 1, 2026, if the City establishes a solid waste special assessment. Under that arrangement, the City would pay Waste Pro based on the number of units served, and Waste Pro would reduce the City's rate by \$2.00 per unit per month.

Following the initial assessment process, staff received significant public input regarding the proposed solid waste assessment and the associated costs. The City also held a community Q&A forum on September 3, 2026, to provide residents with an opportunity to ask questions, hear directly from staff and the City's consultant, and better understand the proposed assessment.

Agenda Item 11C

After hearing from residents and considering the concerns expressed during the public process and the Q&A forum, staff worked with the City's consultant to reevaluate the proposed assessment and its underlying cost components. As a result of that review, staff developed an alternative assessment that removes the previously proposed 60-day reserve and indirect cost components.

Under the alternative plan, the FY 2027 annual assessment for a typical curbside residential account would be \$372.34, which is equivalent to approximately \$31.03 per month before any early-payment discount and approximately \$29.79 per month if the applicable early-payment discount is received.

If the City Commission chooses not to adopt the solid waste assessment, solid waste collection fees would remain on residents' monthly utility bills. Based on the current contractual rate structure, the typical curbside monthly rate would be approximately \$34.56 in FY 2027, increasing to \$37.67 in FY 2028, \$39.36 in FY 2029, \$40.98 in FY 2030, and \$42.65 in FY 2031. Over the five-year period, the estimated cumulative cost under continued monthly billing would be approximately \$2,343 compared with approximately \$2,216 under the alternative assessment without early-payment discounts and \$2,127 with early-payment discounts.

The Waste Pro agreement also specifically addresses the possibility that the City does not implement the solid waste special assessment. If the City does not impose the assessment prior to October 1, 2026, Waste Pro may elect to terminate the contract by providing the City with no less than six months' prior written notice, provided that notice is given between October 1 and December 31, 2026. Alternatively, Waste Pro may elect to continue providing service under the existing monthly collection and payment arrangement.

Staff is recommending the alternative assessment because it responds to concerns raised by residents, removes the 60-day reserve and indirect cost components from the proposed assessment, results in a lower projected cost to the typical household than continued monthly billing, preserves the \$2.00 per unit per month contractual reduction, and implements the billing methodology contemplated in the City's existing agreement with Waste Pro.

Budget Impact:

This item has no anticipated impact on the budget.

Recommendation:

The City Manager and Director of Financial Services recommend that the City Commission adopt Resolution No. 26-1738 utilizing the alternative solid waste assessment rate developed

Agenda Item 11C

by staff and the City's consultant following public input and the September 3, 2026, community Q&A forum. The recommended alternative removes the proposed 60-day reserve and indirect cost components while continuing the transition of solid waste collection fees from the monthly utility bill to a non-ad valorem assessment in accordance with the City's agreement with Waste Pro.

REQUESTED MOTION/ACTION:

I move to adopt Resolution No. 26-1738, as amended, utilizing the alternative solid waste assessment rate recommended by staff.

Prepared By:

Dustin Woolbright, Director of Financial Services

Reviewed By:

William Watts, City Manager

Attachments:

1. Resolution No. 26-1738
2. Solid Waste Objections

Agenda Item 10A

To: The Honorable Mayor and City Commissioners

From: Liane Cartagena, City Clerk

Date: September 10, 2026

Subject: Approval of the August 17, 2026, Regular Meeting Minutes.

Introduction:

The City Clerk is presenting the minutes of the August 17, 2026, Regular 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 August 17, 2026, Regular 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. CC08-17-2026Mins

Agenda Item 10B

To: The Honorable Mayor and City Commissioners

From: Dustin Woolbright, Director of Financial Services

Date: September 10, 2026

Subject: Approve the Monthly Expenditures for August 2026.

Introduction:

This agenda item requests the City Commission approve the total payment of processed bills in the amount of \$975,558.75 from August 1, 2026 through August 22, 2026, which includes check numbers from 171330 through 171482.

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 Services Director recommend the approval of expenditures in the amount of \$975,558.75.

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 Report

Agenda Item 10C

To: The Honorable Mayor and City Commissioners

From: Shad Smith, Public Works Director

Date: September 10, 2026

Subject: Approval of Purchase Order in the amount of \$69,722.08 to Civil/Site Engineering, Inc. for Construction Engineering and Inspection Services associated with the Citywide Paving 2026 Project.

Introduction:

This agenda item requests City Commission approval of a purchase order to Civil/Site Engineering, Inc. (CSEI) in the amount of \$69,722.08 for Construction Engineering and Inspection (CEI) services associated with the Citywide Paving 2026 Project under RFQ #0825022 – CEI Inspection Support.

Background/Discussion:

The Citywide Paving 2026 Project represents the City's continued commitment to preserving and enhancing its transportation infrastructure by proactively addressing deteriorating roadway conditions by milling and resurfacing are essential components of an effective pavement management program. To ensure the project is completed in accordance with applicable standards, specifications, and contract requirements, the City requested Construction Engineering and Inspection (CEI) services under RFQ #0825022. Civil/Site Engineering, Inc. (CSEI) submitted a proposal to provide CEI services, including construction inspection, project documentation, administration of required work orders, and project closeout support from pre-construction through final acceptance. CSEI will also prepare an electronic project notebook containing all project records and submit the final documentation to the City within 30 days of project acceptance.

CEI services will include project administration, senior inspection services, and inspection support during active construction operations to ensure quality control, proper documentation, and timely completion of the work. The total estimated cost for CEI services is \$69,722.08.

Budget Impact:

There is no anticipated impact on the budget. Funding in the amount of \$69,722.08 is available in the approved 2025/2026 Capital Public Facilities funds as listed below:

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Capital Line	Description	Amount
310-3100-524-6308	Local Street Paving	\$ 6,000.00
310-3520-541-6303	Paving- Highland and Industrial	\$ 4,000.00
310-3520-541-6304	Paving-Industrial Park Off SR 434	\$ 7,000.00
310-3520-541-6305	Paving Sleepy Hollow	\$ 26,222.08
310-3520-541-6306	Stormwater and Paving Orange Ave	\$ 10,000.00
310-3520-541-6331	Paving S. Grant St	\$ 8,500.00
310-3520-541-6337	W. Maine Reconstruction	\$ 6,000.00
401-4120-524-3100	Repair and Maintenance	\$ 2,000.00

Recommendation:

The City Manager and Public Works Director recommend approval of a purchase order in the amount of \$69,722.08 to Civil/Site Engineering, Inc. for Construction Engineering and Inspection services associated with the Citywide Paving 2026 Project under RFQ #0825022 and authorize the City Manager to execute related documents.

REQUESTED MOTION/ACTION:

I move to approve Item 10C as presented.

Prepared By:

Shad Smith, Public Works Director
Jetsabel Mejia

Reviewed By:

William Watts, City Manager

Attachments:

1. Fee Estimate - Citywide Paving 2026

Agenda Item 11D

To: The Honorable Mayor and City Commissioners

From: Dustin Woolbright, Director of Financial Services

Date: September 10, 2026

Subject: Read by title only and adopt Resolution No. 26-1735, which creates the 2026 Wastewater Assessment Area.

Introduction:

This agenda item recommends the City Commission read by title only and adopt Resolution No. 26-1735, which creates the 2026 Wastewater Assessment Area and establishes the maximum annual assessment.

Background/Discussion:

The City Commission enacted the Initial Wastewater Resolution, General Assessment Ordinance, and certain related resolutions that created and imposed the various wastewater special assessments to construct and maintain local improvements benefiting real property within the City. Property owners, who have signed Certificates of Acknowledgment and have been notified of the assessments, are being added to their 2026 tax bill.

Budget Impact:

This item has no anticipated impact on the budget.

Recommendation:

The City Manager and Director of Financial Services recommend the City Commission to adopt Resolution No. 26-1735, which completes the final step to establish and impose assessments within the 2026 Wastewater Assessment Area.

REQUESTED MOTION/ACTION:

I move to adopt Resolution No. 26-1735 as presented.

Prepared By:

Dustin Woolbright, Director of Financial Services

Reviewed By:

William Watts, City Manager



Agenda Item 11D

Attachments:

1. Resolution No. 26-1735

Agenda Item 12A

To: The Honorable Mayor and City Commissioners

From: William Watts, City Manager

Date: September 10, 2026

Subject: Read by title only and adopt Resolution No. 26-1736, adopting the annual non-ad Valorem assessment rolls for various wastewater, road paving, and neighborhood beautification assessments for the 2026 tax rolls.

Introduction:

This agenda item recommends the City Commission read by title only and adopt Resolution No. 26-1736, which confirms the annual non-ad valorem rolls for various wastewater, road, and neighborhood beautification assessments for the 2026 tax rolls.

Background/Discussion:

Each year the City is required to approve the annual non-ad valorem assessment rolls for the various wastewater, road, and neighborhood beautification assessments prior to providing them to the Seminole County Tax collector by September 15, 2026, for placement on the November 2026 property tax bill. Resolution No. 26-1736 establishes the current assessment rates for the annual assessment rolls for the various wastewater, road, and neighborhood beautification assessments. All the assessment rates remain unchanged from the prior year.

Budget Impact:

This item has no anticipated impact on the budget.

Recommendation:

The City Manager and Financial Services Director recommend approval of Resolution No. 26-1736 adopting the annual non-ad valorem rolls for the various wastewater, road, and neighborhood beautification assessments for the 2026 tax rolls.

REQUESTED MOTION/ACTION:

I move to adopt Resolution No. 26-1736 as presented.

Prepared By:

William Watts, City Manager



Agenda Item 12A

Reviewed By:

William Watts, City Manager

Attachments:

1. Resolution No. 26-1736

Agenda Item 12B

To: The Honorable Mayor and City Commissioners

From: Shad Smith, Public Works Director

Date: September 10, 2026

Subject: Read by title only and adopt Resolution No. 26-1737, which amends the FY 2025/2026 budget for the purchase of capital equipment and execution of a purchase order.

Introduction:

Staff requests that the City Commission read by title only and adopt Resolution No. 26-1737, amending the Fiscal Year 2025/2026 Budget to appropriate funding for the replacement of the existing Public Works forklift. The proposed budget amendment transfers \$21,884.50 from the Bennett Drive/UPS Pond account line (406-3520-541-6312) to the Capital Equipment account (406-3520-541-6400) and \$3,844.04 from the CIP Lift Station Rehabilitation account (401-4120-536-6316) to the Capital Equipment account (401-4120-536-6400), for a total transfer of \$25,728.54.

Background/Discussion:

The Public Works Department relies on a forklift daily to load, unload, transport, and organize materials, equipment, and supplies throughout the Public Works Facility. The current forklift is 15 years old (purchased in 2011) and has exceeded its expected useful service life of 10-12 years. The Department performs annual preventative maintenance and safety inspections and has completed multiple repairs over the years to extend the equipment's useful life.

The existing forklift has developed mechanical issues that create operational limitations and a potential safety concern due to the risk of malfunction and leaking of fluids during operation. The forklift is currently not operational due to battery damage, further limiting the Department's ability to perform routine operations without alternative equipment. Currently staff has rented a forklift to ensure daily operations are not disrupted and weekly/monthly rental is not cost effective.

Staff recommends purchasing a new forklift at a cost of \$43,769.00 to provide reliable equipment for the safe handling and transport of materials, supplies, and equipment in support of daily Public Works operations. Purchasing a new forklift will eliminate the ongoing rental expenses, provide a new useful service life, improve operational reliability, and reduce the need for continued repairs.

The proposed purchase will be made through the approved Florida Sheriffs Association

Agenda Item 12B

Cooperative Purchasing Program Contract FSA23-EQU21.0, which provides competitively solicited pricing and complies with the City's procurement requirements.

Budget Impact:

There is no impact to the overall Public Works budget. There is currently \$18,040.46 available in the Capital Equipment account (401-4120-536-6400). Staff is requesting a budget amendment to provide the remaining funding needed for the \$43,769.00 purchase of the replacement forklift:

- \$21,884.50 from Bennett Drive/UPS Pond (406-3520-541-6312) to Capital Equipment (406-3520-541-6400).
- \$3,844.04 from CIP Lift Station Rehabilitation (401-4120-536-6316) to Capital Equipment (401-4120-536-6400).

The proposed transfers, combined with the \$18,040.46 currently available, will provide the total \$43,769.00 needed for the purchase.

Recommendation:

The City Manager and Public Works Director recommend the adoption of Resolution No. 26-1737 as presented and authorize the City Manager to execute any associated documents.

REQUESTED MOTION/ACTION:

I move to approve Resolution No. 26-1737 as presented.

Prepared By:

Shad Smith, Public Works Director

Reviewed By:

William Watts, City Manager

Attachments:

1. Resolution No. 26-1737
2. Exhibit A
3. Forklift Quote

Agenda Item 12C

To: The Honorable Mayor and City Commissioners

From: Liane Cartagena, City Clerk

Date: September 10, 2026

Subject: Read by title only, set September 21, 2026, as the public hearing date, and approve the first reading of Ordinance No. 26-2291, approving the extension of the Non-Exclusive Franchises for the Collection of Commercial Solid Waste and/or Recovered Materials for an additional twelve (12) months.

Introduction:

This agenda item requests the City Commission read by title only and set September 21, 2026, as the public hearing date and approve the first reading of Ordinance No. 26-2291. There is an immediate and continuing need for the collection and disposal of garbage, industrial waste, refuse, rubbish, trash, and other solid waste materials from organizations, firms, or entities within the City of Longwood. The City Commission adopted the Non-Exclusive Franchise Ordinances for each of the Franchisees on September 17, 2007. The terms of this respective Ordinance provide that on October 1st, the Franchise will be automatically extended for an additional twelve (12) months, expiring September 30th upon approval of the Commission.

Background/Discussion:

JJ's Waste & Recycling; Waste Connections of Florida, Inc.; Republic Services of Florida, Limited Partnership; Waste Management Inc. of Florida; and Waste Pro of Florida, Inc.; have met the terms and conditions of their franchises. This Ordinance is being brought before the Commission for approval of the extension of the Non-Exclusive Franchises for the Collection of Commercial Solid Waste and/or Recovered materials for an additional twelve (12) months. Also included is the provision that the City shall have the right to terminate the non-exclusive franchises granted herein upon thirty (30) days' written notice.

Budget Impact:

This item has no anticipated impact on the budget.

Recommendation:

The City Clerk and City Manager recommend approval of the first reading of Ordinance No. 26-2291 and set the public hearing date for September 21, 2026.

REQUESTED MOTION/ACTION:



Agenda Item 12C

I move to approve the first reading of Ordinance No. 26-2291 and set September 21, 2026, as the public hearing date.

Prepared By:

Liane Cartagena, City Clerk

Reviewed By:

William Watts, City Manager

Attachments:

1. Ordinance No. 26-2291

Agenda Item 12D

To: The Honorable Mayor and City Commissioners

From: Liane Cartagena, City Clerk

Date: September 10, 2026

Subject: Read by title only, set September 21, 2026, as the second public hearing date, and approve the first reading of Ordinance No. 26-2292, which updates Longwood City Code of Ordinances, Chapter 66, Garage Sale Permits.

Introduction:

This agenda item requests the City Commission approve the first reading of Ordinance No. 26-2292, amending Chapter 66, Article II, Garage Sales, of the City of Longwood Code of Ordinances to eliminate the garage sale permit requirement while retaining regulations governing garage sale activities.

Background/Discussion:

At the August 17, 2026, City Commission meeting, the Commission discussed the City's existing garage sale permit requirements and considered whether the permit process should be retained or eliminated.

Commissioner Morgan, Commissioner McMillan, and Deputy Mayor Shoemaker provided consensus direction for staff to prepare an ordinance eliminating the garage sale permit requirement while retaining the existing regulations governing garage sale operations for future Commission consideration. Commissioner Sackett supported retaining the current permit requirement.

Ordinance No. 26-2292 has been prepared in accordance with that direction. The ordinance removes the requirement for residents to obtain and display a City-issued garage sale permit while retaining and updating regulations governing garage sale activities. The proposed amendments continue to regulate matters such as the duration and frequency of sales, hours of operation, parking, signage, merchandise displays, rights-of-way, and other neighborhood impacts.

Under the proposed amendments, garage sales may be conducted for no more than three consecutive days, with no more than two garage sales permitted at a single location during a calendar year. Garage sales may only be conducted during daylight hours. The ordinance also retains parking requirements intended to prevent safety hazards, traffic obstruction, blocked driveways, illegal double parking, and congestion on adjacent streets.

Agenda Item 12D

The ordinance is intended to eliminate the administrative permitting process while preserving reasonable operational standards and the City's ability to address violations or neighborhood impacts associated with garage sale activity.

Budget Impact:

This item has no anticipated impact on the budget.

Recommendation:

The City Manager and City Clerk recommend the approval of Ordinance No. 26-2292 on the first reading and set September 21, 2026, as the second public hearing date.

REQUESTED MOTION/ACTION:

I move to approve Ordinance No. 26-2292 on the first reading and set September 21, 2026, as the second public hearing date.

Prepared By:

Liane Cartagena, City Clerk

Reviewed By:

William Watts, City Manager

Attachments:

1. Ordinance No. 26-2292
2. BIE - Ordinance 26-2293

Agenda Item 12E

To: The Honorable Mayor and City Commissioners

From: Daniel W. Langley, City Attorney

Date: September 10, 2026

Subject: Read by title only, set September 21, 2026 as the public hearing date, and approve the first reading of Ordinance No. 26-2293, amending Article II, Chapter 78, Section 78-43 of the Longwood City Code related to communications facilities in the public rights of way.

Introduction:

This agenda item requests that the City Commission approve Ordinance No. 26-2293 on first reading, amending Section 78-43 of the City Code regarding permit application requirements for the installation of communications services facilities within public rights-of-way.

Background/Discussion:

Section 78-43 of the City Code establishes financial security and insurance requirements for applicants seeking right-of-way permits for the installation of communications services facilities.

Section 337.401, Florida Statutes, authorizes municipalities to regulate the placement and maintenance of communications facilities within municipal rights-of-way and provides for certain requirements relating to construction bonds, insurance, indemnification, and responsibility for damages. Recent statutory changes adopted through Chapter 2026-39, Laws of Florida (Senate Bill 488), necessitate revisions to the City's existing requirements.

This ordinance updates Section 78-43 to address these statutory changes and clarify the financial security requirements applicable to communications services facility installations. The ordinance removes the existing cash escrow option and retains the use of a letter of credit and letter of credit draw agreement. For projects exceeding 500 linear feet, the required letter of credit remains \$250,000, while projects of 500 linear feet or less require a \$25,000 letter of credit.

The ordinance also establishes an option for an applicant to provide a construction bond in lieu of a letter of credit. If this option is utilized, the bond must meet the requirements established in the ordinance, including a minimum penal sum equal to ten percent of the replacement cost of existing improvements within the affected right-of-way, but not less than \$2,000,000. The applicant must also provide a signed and sealed replacement-cost estimate prepared by a Florida licensed engineer.

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Additionally, the ordinance requires permit holders to maintain commercial general liability insurance in the minimum amount of \$3,000,000 per occurrence and to name the City as an additional insured. These requirements are intended to ensure adequate financial protection for the City and the public in the event that communications facility installation activities cause damage to City rights-of-way, utilities, infrastructure, or adjacent property.

Budget Impact:

This item has no anticipated impact on the budget.

Recommendation:

The City Manager and City Attorney recommend the approval of Ordinance No. 26-2293 on the first reading and set September 21, 2026, as the second public hearing date.

REQUESTED MOTION/ACTION:

I move to approve Ordinance No. 26-2293 on the first reading and set September 21, 2026, as the second public hearing date.

Prepared By:

Daniel W. Langley, City Attorney

Reviewed By:

William Watts, City Manager

Attachments:

1. Ordinance No. 26-2293
2. BIE - Ordinance No. 26-2293